

Temporary Company Group

How to answer to a PPR as a member of a Supplier Group (Sender)



[Back to List](#)

Procurement Process: ppr_1398- SPB Prueba Training- 2 Running

Project: prj_7934- SPB Prueba Training

Closing Date: 29/05/2020 12:00:00

Response Last Submitted On: Not Submitted Yet

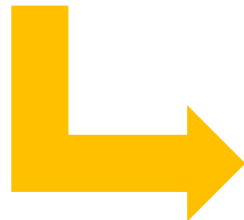
Procurement Process Details | Messages (Unread 0)

Settings | Buyer Attachments (0) | **My Response** | Associated Users

Create Response Decline To Respond

Respond as a Single Organisation or Bidding Group: My Organisation Only (No Consortium)

Currency: EUR- Euro



Respond as a Single Organisation or Bidding Group:

Select how to manage your response to PPR, submit as Single Organization or as a Bidding Group. Replying as a Bidding Group requires further configuration, managed by clicking 'Manage Bidding Group'

Select Response Type

Company Temporary Group

Consortium

My Organisation Only (No Consortium)

Save X Cancel

1 A supplier can participate in a PPR not only as a single company but also as a member of a Suppliers Group. To answer as a Suppliers Group, after entering the PPR to which you have been invited, the supplier must click on «Create Response»

2 WeBUY will open a screen where to choose the typology of the response to the PPR:

- Company Temporary Group
- Consortium
- My organization only

To answer as a TCG choose the option

3 After having choose the option «Company Temporary Group» click on «Save»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Add members to the Supplier Group (Sender)



Procurement Process Details | Messages (Unread 0)

Settings | Buyer Attachments (0) | My Response | Associated Users

Submit Response | Export/Import Response | View Proposed Draft Contract Content

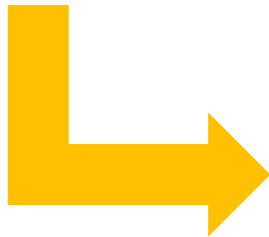
My Response Summary

1. Administrative Response	Missing mandatory responses (1)		
2. Technical Response	Missing mandatory responses (2)		
3. Commercial Response	Mandatory fields missing (3)	Total Price (Sections)	0

Respond as a Single Organisation or Bidding Group: Company Temporary Group

[Manage Supplier Group](#)

1



Procurement Process: ppr_1424- SPB- Training v1 Running
Project: prj_7957- SPB- Training v1
Closing Date: 29/05/2020 17:00:00
Response Last Submitted On: Not Submitted Yet

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[Edit Group Structure](#)

Bidding Group Structure

Respond as a Single Organisation or Bidding Group:
Company Temporary Group

Group Leader Quota (unallocated)
100%

Overall Notes (visible to Buyer)

Bidding Group Members

[Add Group Member](#)

2

1 To begin the configuration of the Supplier Group and add participant members, click on «Manage Supplier Group»

2 To add members, click on «Add Group Member»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Add members to the Supplier Group (Sender)



2 Save X Cancel

Bidding Group Member

Registration Status	Registered
* Organisation Name	<input type="text"/>
* Email	<input type="text"/>
Invitation Message	<input type="text"/>

Characters available 2000

- 1 Introduce the Organization Name and the Email of the member you want to invite to the Supplier Group for the concrete PPR. The email introduced has to be the same email the supplier used to register on WeBUY. If the supplier is not registered yet, he will not be able to participate in the Suppliers Group. He will have to register on WeBUY in order to be invited to a Company Temporary Group
- 2 Click on «Save»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Retire the invitation to a member of the TCG (Sender)



Bidding Group Members Add Group Member

	Organisation Name	Contact Info	Invitation Status	Invitation Date	Legal Representative	Quota (percentage share of participation)	Notes	Actions
1	LHVT	lhvicente@minsait.com	Pending	13/04/2020 19:37		0%	1	
2	ZELLEENERGY	silviadanella88@gmail.com	Pending	13/04/2020 19:37		0%		

- 1 After having invited a supplier to participate in the Company Temporary Group, in case of error, it is possible to retire the invitation. To retire the invitation to a supplier, click on the icon indicated on the image of the supplier of interest

Bidding Group Members Add Group Member

	Organisation Name	Contact Info	Invitation Status	Invitation Date	Legal Representative	Quota (percentage share of participation)	Notes	Actions
1	LHVT	lhvicente@minsait.com	Recalled	13/04/2020 19:37		0%	2	
2	ZELLEENERGY	silviadanella88@gmail.com	Pending	13/04/2020 19:37		0%		

- 2 Eliminate the supplier from the list of suppliers invited to the TCG
- 3 Cancel the invitation retirement and invite the supplier once again

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Accept the invitation to a participation in a TCG (Invited Supplier)



1 Dear User,

You have been invited to participate in a Bidding Group by ZELLENERGY for the following Processo di Approvvigionamento - Richiesta di offerta on Procurement Suite ENEL

Code: ppr_2800

Title: Test ATI

Closing Date: 31 lug, 2020 - 18:00 (CET - Central Europe Time DST)

The Bidding Group leader has added the following invitation message:

If you are already a registered user in the Platform, click the following link and enter your Username and Password <https://vendoraccess-qlt.enel.com/login-it.html>

After login, to manage your invitation click on <https://webuy-prep.enel.com/esop/guest/login.do?qvu=5830528801723B92087C>

If you are not a registered user, use the following link to create a new registration <https://globalprocurement.enel.com>
Once you have your login details, return to this email alert and use the 'Invitation Quick View' link (above) to manage your Bidding Group Invitation.

WeBUY - Global Procurement

Questo messaggio e' stato generato automaticamente, la preghiamo pertanto di non rispondere a questa e-mail

- 1 At this point, WeBUY will send an email to the supplier invited to the Suppliers Group
- 2 in case the supplier is already registered on WeBUY, click on the link to access the platform;
- 3 Once entered in WeBUY, click on the link present on the mail to enter to the specific section to manage the invitation to the supplier group (it is needed to confirm the opening of a new session)
- 4 In case that the supplier invited it is not yet registered on WeBUY, click on the link to do the registration before managing the invitation to the TCG.

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

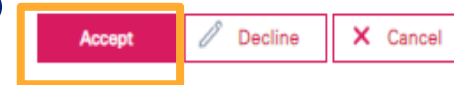
Accept the Invitation to the TCG (Invited Supplier)



Bidding Group Invitation

Invitation Sent By ZELLENERGY	Sent From User LEO LIDIO COSIMO
Invitation Date 18/03/2020 18:17:49	Invitation Message puoi confermare che sei l'RTI?
PPR Code ppr_1546	PPR Title RTI
Closing Date 27/03/2020 12:00:00	

1



1

The page showed after clicking on the link allows to manage the invitation to participate in the Temporary Company Group. It is possible to see the Sender of the invitation, the date and invitation messages.

Click on «Accept» to confirm the participation in the PPR as a member for the TCG

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Accept the invitation to a participation in a TCG (Invited Supplier)



The screenshot shows the WeBUY homepage with the 'enel' logo and 'Welcome to WeBUY' text. A navigation menu on the left is open, with 'Procurement Process' selected. A sub-menu is displayed, and 'RFQ Bidding Group Invitations' is highlighted with a yellow box and a blue circle containing the number '1'. A yellow arrow points from this box to the table below. The table has a filter dropdown set to 'All Invitations' and a search input field. The table contains the following data:

	Invitation Sent by	Invitation Date	Invitation Status	PPR Title	PPR Status	PPR Closing Date	Response Status
1	2ELLENERGY	16/03/2020 16:17:49	Pending	RTI	Closed: To Be Evaluated	27/03/2020 12:00:00	Response Submitted
2	LHVT V2	13/04/2020 17:08:43	Accepted	Prueba ATI LH	Closed: Awarded	13/04/2020 17:18:00	Response Successful
3	'La Terrazza' s.n.c.	11/04/2020 19:18:24	Accepted	CP-LH	Closed: Awarded	11/04/2020 19:30:00	Response Partially Successful
4	'La Terrazza' s.n.c.	20/03/2020 12:50:13	Accepted	Demo Funzionalità 20.1	Closed: To Be Evaluated	20/03/2020 13:08:00	Response Submitted

- 1 When the supplier enters WeBUY through the link of the email received, he will access WeBUY at the homepage. In the navigation menu on the left, click on the option «Sourcing – Procurement Process – RFQ Bidding Group Invitations» to reach the list of the PPRs to which you have been invited to participate as a member of the Supplier Group

The described functionality follows a logic also coherent with the Consortium selection

Company Temporary Group

Refuse the participation in a RTI (Invited Supplier)



1 After accepting the invitation to the Suppliers Group, it is possible to withdraw the acceptance only if the response to the PPR hasn't been sent by the main supplier of the TCG

1



Bidding Group Invitation

Invitation Sent By
LHVT V2

Sent From User
Luis Vicente

Invitation Date
15/04/2020 10:41:23

Invitation Message

PPR Code
ppr_1984

PPR Title
SPB_ATI Test 15042020

Closing Date
30/06/2020 12:00:00

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Configure the TCG (Sender)



Bidding Group Members Add Group Member

Organisation Name	Contact Info	Invitation Status	Invitation Date	Legal Representative	Quota (percentage share of participation)	Notes	Actions
1 Seller Prep 1	Mauri Marcello	Accepted	15/04/2020 10:41		0%		

1 After the invited supplier accepts the participation in the PPR as a member of the Suppliers Group, the supplier who invited them (sender) can verify that the invitation has been accepted

2 Clicking on the indicated icon, the sender can access to the Dossier Partner, which contains all the information of the TCG member



Partner Dossier

Organisation Details

Organisation Name	Seller Prep 1
Organisation Legal Structure	SpA
Address	via milano
City	milano
Postal Code	20110
Country	ITALY
Tax Code	08341981008
Additional Tax Code (no inform)	

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Configure the TCG (Sender)



Once the partner supplier has accepted the invitation for the TCG, it is necessary to define the % of participation:

Bidding Group Members

Add Group Member

1	Organisation Name	Contact Info	Invitation Status	Invitation Date	Legal Representative	Quota (percentage share of participation)	Notes	Actions
1	Seller Prep 1	Mauri Marcello	Accepted	15/04/2020 10:41		0%		



Bidding Group Member

Recall Save Cancel

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Registration Status: Registered Supplier (Accepted)

Organisation Name: Seller Prep 1 2

Email: rsemerari@jaggaer.com

Invitation Message: Characters available 2000

Fiscal Code: 06341981006

VAT Number (Please enter N/A if not applicable): 06341981006

Address: via milano 3

Quota (percentage share of participation): 0

Legal Representative:

Notes: Characters available 2000

Comment:

- 1 Click on the list of invited suppliers to the TCG and click on the supplier of interest
- 2 Include the % of participation
- 3 It is possible to include the legal representative of the partner supplier and some notes or comments
- 4 Click on «Save»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Configure the TCG (Sender)



Bidding Group Structure Edit Group Structure

Respond as a Single Organisation or Bidding Group:
Company Temporary Group

1 Group Leader Quota (unallocated)
70%


Overall Notes (visible to Buyer)

Bidding Group Members Add Group Member

Organisation Name	Contact Info	Invitation Status	Invitation Date	Legal Representative	Quota (percentage share of participation)	Notes	Actions
1 Seller Prep 1	Mauri Marcello	Accepted	15/04/2020 10:41		30%		

1 After having defined the participation percentage of the members on the Suppliers Group, the participation percentage of the leader will be automatically updated

Once the configuration of the Suppliers Group is finished, it is possible to proceed with the creation of the response

 In case of further doubts about the configuration of the response to a PPR, consult the relative manual

The described functionality follows a logic also coherent with the Consortium selection