

Gestión del contrato

Por parte del proveedor (1/5)



enel Welcome to WeBUY

Welcome **Marcello Mauri**



The screenshot shows the WeBUY dashboard interface. On the left, there is a vertical navigation menu with a pink header 'Menu'. The menu items are: Dashboard, Sourcing (highlighted with a red box and a blue circle containing the number 1), My Organisation, and User Management. Below the menu, there are links for 'Supplier change pwd', 'Arriba Supplier Access COLLA', 'MLM COLL', 'GlassDoor SSO', '2 One SSO', 'WebEdi SSO', 'LMS SSO', and 'SCM SSO'. The main content area is divided into several sections: 'Identificazione', 'Contracts in Negotiation' (with a green box around the text 'Contracts to display'), 'Messages (last 30 days)' (with a blue circle containing the number 1 around the 'My Contracts' link), and 'My Procurement Process with Pending Responses'. The 'My Procurement Process with Pending Responses' section contains a table with the following data:

Procurement Process Title	Buyer Organisation	Procurement Process Closing Date/Time	R S
Script	Enel	13/10/2019 18:00	N R P
Servicios de vigilancia electrónica PPR	Enel	02/12/2019 00:00	N R P
Chiara PPR	Enel	09/10/2020 12:00	N R P

- Desde el dashboard, en el menú de la izquierda, haga clic en "Sourcing > Mis contratos" o directamente, en el bloque de accesos rápidos, haga clic en "Mis contratos" para acceder a la lista de contratos

Gestión del contrato

Por parte del proveedor (2/5)



My Contracts

1 Haga clic en el contrato de interés

Filter By: All Contracts

	Code	Title	Organisation Name
1	JA10001613	alberto contratto	Enel
1	JA10001602	PVN Contrato simple	Enel
3	JA10001603	Contrato n1 prueba en conjunto	Enel
4	JA10001600	Test limite ctr	Enel
5	JA10001199	Copy from 1044	Enel
6	JA10001190	PO prueba variante	Enel
7	JA10001183	rda 1500089841 ctr prova clp	Enel
8	JA10001177	rda 1500089838 prova ordine	Enel

Gestión del contrato

Por parte del proveedor (3/5)



1

Details

Contents Management

Messages (Unread 1)

Settings

Associated Users

Overview

Contract Code

JA10001613

Contract Title

alberto contratto

Description

Contract Type

Mono Company Contract

Reference

End/Delivery Date Type

Fixed

Start/Signature Date

End/Delivery Date

10/10/2019 23:59

Contract Value

140.000

Currency : Euro

Total Price

Currency

1 En la sección de detalles es posible visualizar la información general del contrato

Gestión del contrato

Por parte del proveedor (4/5)



- 1 En la sección «Gestión de contenidos» es posible:
 - Insertar algún documento en las áreas de «Additional information»
 - Ver la lista de precios en la sección “Prices”
 - Ver el documento maestro del contrato en la sección “Master Document”

Details **Contents Management** Messages (Unread 1)

Additional Information Prices (←) Master Document (Proposal Approved)

Edit

Supplier Information

Copia Fideiussione	* Allegare la copia della fideiussione	(no file attached)
Allegato 1	Allegato 1	(no file attached)

Gestión del contrato

Por parte del proveedor (5/5)



1 En la sección de “Mensajes” es posible mandar y recibir mensajes por parte de Enel

Details Contents Management **1** Messages (Unread 1)

Create Message Received Messages Sent Messages Draft Messages

Received Messages

Create

Enter Filter (type to start search) ▼

	Sender	Date	Subject	Opened by Me	Opened	Replied
1	Enel	11/10/2019 10:42	Information			
Total 1						Page 1 of 1