

To: List of Suppliers

Subject: Supplier Performance Management under SAP Ariba SLP Implementation

Dear Suppliers,

TenneT is facing a huge investment pipeline within the next years to build and maintain the energy grid with regards to the European energy transition. The efforts to make this happen can only be achieved together with our appreciated suppliers. Therefore we are seeking to a close collaboration and partnership for a successful work together with you.

To manage our relationships adequately we are implementing digital platforms and tools for the daily tasks of communication, sourcing and performance management.

With regards to these challenges, please be informed that TenneT implemented a new standard solution for Supplier Relationship and Performance Management - **SAP Ariba Supplier Lifecycle and Performance (SLP) on 11th of October 2021**. This allows us to interact in a more digital manner with our Suppliers through the **Ariba® Network**. Ariba has been providing this electronic platform to global businesses of all sizes since 1996 and we are excited about making it available to you. We do believe that this new way of working will make the exchange and performance management processes with your organization more effective and efficient.

As you are an important supplier for TenneT, your company is part of the implementation wave to participate in this initiative to further improve our ongoing business partnership. We are counting on your commitment to this new way of working, ensuring compliance with TenneT's policies and vision. Therefore in the next 12 months you will receive Surveys for periodic evaluation, that will help us to gather all performance-related information. Anytime a Buyer prepares a new Survey for you, you will be notified about it via email as the tentative date of receiving such a survey depends on the cycles of performance evaluation.

To make sure you are well prepared, we are providing you with all relevant self-training manuals and guides. Ariba Network training materials as well as guidance are available under this link:

<https://www.tennet.eu/company/procurement/sap-ariba/>

After this notification per email you will receive a separated email that will be a system-generated invitation containing a link that will redirect you to Ariba Network and allow you to **register your organization with the Ariba Network with TenneT**.

In order to create a new Supplier account, please proceed as follows:

- Enter the link shared with you in the separated email after this notification
- Follow the steps as explained in the MANUAL under this link:

<https://www.tennet.eu/company/procurement/sap-ariba/>

- **If your organization is already registered with Ariba Network, please DO NOT create an additional account and DO NOT sign in.** Choose a Log in option, use your existing Supplier account and old credentials, as indicated in this the MANUAL under this link:
<https://www.tennet.eu/company/procurement/sap-ariba/>

Please be informed that once your Supplier SAP Ariba account is created, you might be asked to fill in the Registration Questionnaire. To do so:

- Log in to your Supplier SAP Ariba account.
- Follow the steps included in this link:
<https://www.tennet.eu/company/procurement/sap-ariba/>

Please be aware, that in the future you might also receive Surveys for periodic evaluation, that will help us to gather all performance related information. We hope you will fill in all Surveys shared with you to be compliant with TenneT policy. Please be also informed that anytime Buyer prepares a new Survey for you, you will be notified about it by the email.

In order to learn how to **response to TenneT surveys**:

- familiarize with the manual, available under the MANUAL under the link:
<https://www.tennet.eu/company/procurement/sap-ariba/>

We will do our best to make sure that you are fully prepared. Therefore, if you have any further questions or if you are not the correct recipient, kindly contact us directly at email address ariba@tennet.eu. We will be pleased to assist.

Thank you for your commitment.

Please stay tuned!

Best Regards

SAP Ariba Project Team