



اينوك
enoc

SUPPLIER QUALIFICATION QUESTIONNAIRE

USER MANUAL

Table of Contents

1. Ariba Network Account Login.....	2
2. Supplier Qualification Questionnaire – HSE.....	3
3. Supplier Qualification Questionnaire – NO HSE.....	3

Qualification Questionnaire

Step 1:

- **Open the Qualification Questionnaire Invite email notification (it will be a system one from ARIBA).**
- **Go to “Click Here” inside the email.**

Emirates National Oil Company Limited (ENOC)
 LLC

Qualification questionnaire to become a qualified supplier with Emirates National Oil Company Limited (ENOC) LLC

Hello!

Now that SUPPLIER FOR TENDERING is registered as a supplier with Emirates National Oil Company Limited (ENOC) LLC, you're invited to fill out one or more questionnaires to become qualified in the following categories:

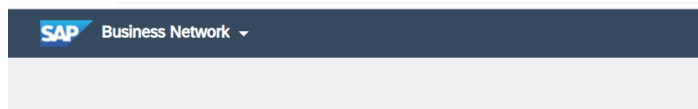
- Aluminum food wrapping foil in All Region

Click Here

- [Click Here](#) to fill out the questionnaire

Step 2:

- **Enter your existing Ariba Network User ID and Password and click “Login”.**



Supplier Login

test-sreepooja.sanathana@enoc.com

.....

Login

Click here

[Forgot Username or Password](#)

If you have forgot your password, Click Here

New to SAP Business Network?
[Register Now](#) or [Learn More](#)

Step 3:

This step is if you receive HSE related Questionnaire. If not, skip to “Step 4”.

- Enter all information marked in (*).

All Content

Name ↑	
▼ 1 HSE Review Requirements	
1.1 Purpose For Registration	* Training supplier
1.2 Supplier Is A?	* <input checked="" type="checkbox"/> Supplier <input type="checkbox"/> Contractor <input type="checkbox"/> Consultant <input type="checkbox"/> Manpower Supply <input type="checkbox"/> Others
1.3 Scope Of Work	* training

Step 4:

If you did not receive a HSE form, proceed to below.

Section 4:

- In Question 4.2, attach the Trade License Certificate.

All Content

Name ↑	
▼ 4 Supplier User Guidelines	
4.1 User Guide Lines (Download Attached File)	References
4.2 Trade License/Certificate of Registration	* TL.pdf ✓ Update file Delete file
▼ 5 STRUCTURE AND ORGANIZATION	
5.1 Attach Your Company Organization Hierarchy (For Multiple Attachment Add Zip File)	Attach a file
5.2 Number Of Years In Business	10
5.3 Specify the Products and/or Services To be supplied to Emirates National Oil Company Limited (ENOC Group) if any	Training
5.4 Brief Company Profile / Company Profile Catalog (Attach Additional Page or Printed Profile If Any) (For Multiple Attachment Add Zip File)	* profile.pdf ✓ Update file Delete file

Section 5:

▼ 5 STRUCTURE AND ORGANIZATION

5.1 Attach Your Company Organization Hierarchy
(For Multiple Attachment Add Zip File)

5.2 Number Of Years In Business

5.3 Specify the Products and/or Services To be supplied to Emirates National Oil Company Limited (ENOC Group) if any

5.4 Brief Company Profile / Company Profile Catalog (Attach Additional Page or Printed Profile If Any)
(For Multiple Attachment Add Zip File)

Section 6:

- In Question 6.2, Attach your Audit Report (optional).

Section 7:

- Fill in the below and **Attach** the required documents.

Section 8 & 9:

- Fill in the below as required.

Enter approximate number of employees in your Company.

▼ 8 PRODUCTION, SUPPLY & FACILITIES	
8.1 Number of Employees (Direct & Indirect)	* 450
▼ 9 CONFLICT OF INTEREST(COI)	
9.1	
Does The Company Or Any Of Its Employees Have/Potentially Have A Conflict Of Interest? <i>Either through a direct or indirect relationship with any of the ENOC Group Companies, employees, Board members or employees' or Board members' family members?</i>	
	* No
9.4	
Is There Any Ownership Interest In Any Other ENOC Vendor? Does the company or any of its employees have/ had or potentially have an ownership interest in anyof the vendors registered with ENOC?	
	* No
9.6	
Has The Company Been Previously Blacklisted By ENOC? <i>Has the company been registered under any different name which was blacklisted. This also includes if any of its owners, managers or employees owned or managed a company that has been blacklisted by ENOC</i>	
	* No

Section 10:

- In Question 10.2 - Download the Declaration Form from “References”.
- Fill in, Sign & Stamp the Declaration Form & upload.

Upload filled Declaration Form

▼ 10 DECLARATION	
10.1 Is Declaration Form Signed & Stamped? ⓘ	Yes
10.2 Attach The Signed And Stamped Declaration Form. <i>(Please Click on References Link below to Download the Declaration Form)</i>	* Declaration.pdf Update file Delete file
<div> <div>Reference Documents</div> <div> <div>The Declaration Form.docx</div> <div>Download all attachments</div> </div> </div>	

(*) indicates a required field

Submit Entire Response Save draft Compose Message

Click “References” to download Declaration Form

Step 5:

- After completing the above responses, click “Submit Entire Response”.
- If you want to save the draft for later, click on “Save Draft”.

▼ 10 DECLARATION	
10.1 Is Declaration Form Signed & Stamped? ⓘ	Yes
10.2 Attach The Signed And Stamped Declaration Form. <i>(Please Click on References Link below to Download the Declaration Form)</i>	* Declaration.pdf Update file Delete file
<div> <div>Reference Documents</div> <div> <div>The Declaration Form.docx</div> <div>Download all attachments</div> </div> </div>	

(*) indicates a required field

Submit Entire Response Save draft Compose Message Excel Import

Submit Entire Response

Save Draft

- Click “OK” and below appears to confirm you have submitted the response.

You have submitted a response for this event. Thank you for participating.

Revise Response ⓘ