



Ariba Network

How to update your Supplier Registration Questionnaire

Process

This document will provide direction on how to update fields within your Supplier Registration Questionnaire within your Ariba Network account.

Step-by-step

1. Go to supplier.ariba.com
2. Log in with your Ariba credentials
3. In the upper left corner, click **Business Network (Ariba Network)** and then click **Ariba Proposals and Questionnaires**
4. Click the **PASSHE** tab
5. Under Registration Questionnaires, click the **Supplier Registration questionnaire**

Tip: You can only revise your response in the questionnaire if the status is *Pending Resubmission* or *Registered*.

SAP Ariba Proposals and Questionnaires - STANDARD ACCOUNT UPGRADE

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VESTAS - TEST

There are no matched postings.

Welcome to the Ariba Spend Management site. This site assists in identifying world class suppliers who are market leaders in quality, service, and cost. Ariba, Inc. administers this site in an effort to ensure market integrity.

Events

Title	ID	End Time	Event Type	Participated
No items				

Registration Questionnaires

Title	ID	End Time	Status
Status: Open (1)			
Supplier registration questionnaire	Doc460924889	8/10/2021 4:00 PM	Pending Resubmission

Qualification Questionnaires

Title	ID	End Time	Commodity	Regions	Status
No items					



Step-by-step

6. Click **Revise Response**
7. Click **OK** on the pop-up message.
8. The fields are now editable - update your company data accordingly
9. Click **Submit Entire Response** to send your update to PASSHE for review and approval.

Tip: You can only revise your response in the questionnaire if the status is *Registered*.