

e-Business Services

eBidding Vendor Manager Versalis International

Version 12/2020

Dear User,

this manual shows eBidding system process for Standalone Negotiation scenario as Vendor Manager.

We kindly suggest to inspect this manual and check features and characteristics of eBidding scenario for a better utilization of the system.



Logon eBidding

eBusiness eBidding system is available at:

<u>https://ebusiness.eni.com/index.php/en/</u> --> Services → Procurement & contract management → Stand Alone P&CM





Select service and eBidding system will be accessed in Single-Sign-On mode according to your Eni credentials

Home Page

System eBusiness eBidding features multiple functionalities accessible through Service Home Page.

To access to Vendor Management click on Vendor Management Icon.



Main eBidding activities available for Versalis International Vendor Maintainers are:

- Vendor Management
- Master Data Mapping VI/Eni Management activities
- Reporting for Mapping Product Groups and Vendors



Vendor Lists Management

Home	<u>></u>										
Strate	gic Sourcing <u>Vendor Management</u> Reports	Inbox Master Data Mapping									
Act	ive Queries										
	pproved Supplier Lists All (8) Released (0) Not Rel	eased (0)									
Ev	ernal Business Partner Suppliers (13) Contact Perso										
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Ар	proved Supplier Lists - All										
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Sh	ow Quick Criteria Maintenance										
Mie	If the undered Marcel										
	[Standard View]	ist Display Edit Display Sources Of Supply Refresh Export									
(C)	Supplier List Number	Supplier List Name	Product Ca								
	300000004	VMAINT RE1 22 07 2020 17:28	NAT 441								
	20000004	VMAINT_BET 22.07.2020 17:38	111_441								
	200000021	VMAINT_BE1 05.08.2020 17:54	MT_373								
200000000 VMAINT BE1 22.07.2020 10:09 MT											
	200000000	- NAMAINE RE1 22 07 2020 16:46									
	20000003	VMAINT_BET 22.07.2020 10:40	IVI1_372								
	200000020	VMAINT_BE1 05.08.2020 17:01	MT_737								
	200000010	VMAINT BE1 30.07.2020 16:13	MT 439								
		_	_								

In Vendor List main screen system shows *All* available Vendor Lists. Selecting queries *Released* or *Not released*, system shows Vendor Lists in corresponding status.

In Vendor List results, system shows following *main* information:

- Vendor List Number: Vendor List code created by Vendor Manager or Buyer
- Vendor List Name: Vendor List header Description
- Product Category: Product Category assigned to Vendor List



Vendor List Creation – Product Categories

Active Queries		Search: P. category Eni				ı x
Approved Supplier Lists All (8) Released (0) Not Released (0) External Business Partner Suppliers (13) Contact Persons (13)		Search Criteria		Person	al Value List 🛛 Hide Search Criteria 🔑	0
Approved Supplier Lists - All		Product category VI	✓ is	~	₽⊖	1
Show Quick Criteria Maintenance		PC VI description	✓ is	~	0 O	1
		Product category Eni	↓ is	~	DO	1
View: [Standard View] Create Supplier List Display Edit Display Sources	Of Supply R	PC Eni description	✓ is	~	DO)
Create Supplier List: 200000030 2000000 Release 2000000 Close Save Check 2000000 Status Process Supplier List 2000000 Description BUYER_BE_DE112.0	8.2020 11:45	Search Clear Catrice Results List: 419 resu	Parette Dafault	☑ Maximur	n Number of Results: 500	
General Header Data	Internal Note	P. category VI	≜ PC VI description	P. category Eni	PC Eni description	
Description: BUYER_BE_DE1 12.08.2020		I_\$01		99999999	ALIVE ANIMALS	î
Supplier List: 200000030		MC_OTHER		99999999	ALIVE ANIMALS	
Draduct Catagony		MT_100	ALIVE ANIMALS	99999999	ALIVE ANIMALS	_
Product Category.	9	MT_101	MEATS & PREPARATIONS	BB16AG02	MEATS & PREPARATIONS	-
* P. category Eni:		MT_102	CREAMERY PROD & EGGS	BB16AG02	MEATS & PREPARATIONS	-
Product:		MT_103	FISH AND PREPARATIONS	BB16AG02	MEATS & PREPARATIONS	-
Responsible Purchase Organization: Versalis International		MT_106	SUGAR AND HONEY	BB16AG02	MEATS & PREPARATIONS	-
- ·		MT_107	FEED FOR ANIMALS	99999999	ALIVE ANIMALS	

During Creation or change of a new Vendor List it's mandatory to provide following data:

 Product Category – Search Help Shows Product Categories in double ENI/Versalis coding and allows to search values by both types of coding. Wild card charachter * is valid for values search



Vendor List Creation – List of Vendors

Create Supplier List: 200000	0030					
Release Close Save Check]					
Status In Process Supplier List	2000000030 Description BU	UYER_BE_DE1 12.08.2020 11:45	Product Category Responsible F	Search: Supplier ID		— ×
General Header Data		Interna	l Note	Search Criteria		
Description:	BUYER_BE_DE1 12.08.2020					Hide Search Chiteria 🗸 🐨
Supplier List:	200000030			Supplier VI 🗸 is	~	•
Product Category:	MT_107 COFF	EE COCOA SPIC		Supplier VI descr. 🗸 is	~	© (
* P. category Eni:	BB16AG02	IEATS & PREPARATIONS		Supplier Eni 🗸 is	~	□ •
Dreducti				Supplier Eni descr. 🗸 is	~	()
Product.	Versalis International					500
Sources of Supply					Via	kimum Number of Results: 500
Add Copy Paste Delete	Undelete Evaluate Supplier			Search Search Search Search		
👘 Line Number	Supplier is Active	Item Priority	Supplier ID Suppli	Results List: 17 results found for Suppl	ier ID	
1		No Priority		Supplier VI ≜ Supplier VI descr.	Supplier Eni	Supplier Eni descr.
2		No Priority		500124 A.T.I. TOTAL PETROCHEM	-ALTRI TOT 9000000006	A.T.I. TOTAL PETROCHEM -ALTRI TOT
3		No Priority	×	1006514 DONEGANI ANTICORROSIO	DNE SRL 900000010	DONEGANI ANTICORROSIONE SRL
4	√	No Priority	v	1009302 TELECOM ITALIA SPA	91000000	TELECOM ITALIA SPA
5	\checkmark	No Priority	~	1009686 SHIPPING SERVICES ITALIA	SRL UNIPE 900000020	SHIPPING SERVICES ITALIA SRL UNIPE
				1027653 FINSTERWALDER GMBH T	ansport Lo 9000000011	FINSTERWALDER GMBH Transport Lo
				1029416 GLS GENERAL LOGISTICS S	/STEMS KFT. 900000008	GLS GENERAL LOGISTICS SYSTEMS KFT.
				1030551 SPIE OIL AND GAS SERVICE	9000000AB	SPIE OIL AND GAS SERVICE ENI Subsidi
				1030551 SPIE OIL AND GAS SERVICE	900000003	SPIE OIL AND GAS SERVICE ENI Subsidi
					90000007	SDIE OULAND CAS SERVICE ENI Helding

When creating/changing VLs it's mandatory to provide following data:

 Insert Vendor code – Search Help shows Vendor master data in double ENI/Versalis coding and allows to search values by both types of coding. Wild card charachter * is valid for values search



Save and release Vendor Lists for RFx processes

9



As a basis rule **it's not possible to create more than one Vendor List for the same Product Group code**. Once Vendor List is completed, if user sets a Product Group already used for an existing VL, system generates a blocking error **①**: it will be necessary to assign a different Product Group to the VL. Once cleared all errors it will be possible to save the VL.

NB: To make a Vendor List available for RFx processing, it is mandatory to *release* the VL. *Edit* the VL and *Release* it . Released VL will be available for RFx processes.



Vendor List Change

Арр	proved Supplier Lists -	All							
She	ow Quick Criteria Maintena	ance							
Vie	w: [Standard View]	~	Create Supplier List D	isplay Edit	Display Sc	ances Of Supply	Refre	sh Export	
Ē	Supplier List Number		Supplie	r List Name				ŧ	Produ
	200000030		BUYER	BE_DE1 12.	08.2020 11:45			I	MT_1
	200000004		Release Status	Read On In Process	ly Close Supplier List	Save Check 2000000030	Descriptio	on BUYER_BE_DE1 12.08.	2020 11:45
			General	l Header Data	i				Internal Not
					Description:	BUYER_BE_DE1	12.08.2020		
					Supplier List:	200000030			
				Proc	luct Category:	MT_107		COFFEE COCOA SPIC	
				* _{P.}	category Eni:	BB16AG02		MEATS & PREPARATIONS	

Accessing to an existing VL in *Edit* mode, any changes to the VL change the VL status in *Not Released*.

In such cases it will be mandatory to newly *release* the VL to activate it for RFx processes.



Vendor List Change

ולבסטטוסוטוכ בתו הוומסב הוצמווולמנוטווי Sources of Supply Copy Paste Add Delete Undelete Evaluate Supplier New Line Supplier is Active Item Priority Supplier ID Supplier Name \checkmark No Priority 1009302 **TELECOM ITALIA S** √ 2 No Priority 1036470 Vega SA Responsible Purchase Organization: Versalis International 3 Add Copy Paste Delete Undelete Evaluate Supplier 🕞 Line Number Supplier is Active Item Priority Supplier ID Supplier Name Back-Er ~ No Priority 1009302 TELECOM ITALIA SPA 1 No Priority 1036470 Vega SA 2 No Priority ✓ 1030551 ×П 1 No Priority \mathbf{v}

To Add ne Vendors to an existing VL, Edit the VL and click *Add->New Line* and insert new vendors. Use flag *Supplier is Active* to activate/deactivate a specific Vendor for that VL.

NB: Vendor Lists manage the relationship between Product Groups and Vendors and **do not manage relationship with Vendor Contact Persons**, therefore, in case of invitation to a Tender of a specific Vendor for which there are **NO Contact Persons** in the system, that Vendor will not be able to participate to the Tender process.



Vendor List Change

Res	ponsible Purchase Organizatio	n: Versalis Int	ernational							
▼5	ources of Supply									
A	dd Copy Paste Delet	e Undelete	Evaluate S	Supplier						
Ē	Line Number	Supplier is Act	ive	Item Priorit	Ŷ	Supplier ID		Supplier	Name	
	1	V		No Priority	~	1009302		TELECO	M ITALIA SPA	
	2	✓		✓ Sources of Supply						
	3			Add Copy Paste [Delete Undelete E	valuate Supplier				
			$ \longrightarrow $	🖻 Line Number	Supplier is Active		Item Priority		Supplier ID	Supplier Name
				1			No Priority		1009302	TELECOM ITALIA S
				2	√		No Priority	×	1036470	Vega SA

Once a Vendor List is saved, it is possible to update it deleting vendor codes inserted formerly.

Select vendor codes that you need to delete and click *Delete*. Deleted suppliers will be grayed-out and button *Undelete* will be activate to restore deleted master data.

NB: A vendor List requires at least one Vendor Code



Vendor and Contact Persons Management

Ð	Approved Supplier Lists All (9) Released (0) Not Released (0) External Business Partner Suppliers (14) Contact Persons (13)													
Ex	ternal Business Partner - S	Supp	oliers											
S	how Quick Criteria Maintenance	e												
v	iew: [Standard View]	~	Create Supplier	Create Contact Person With Reference	Display Edit	Delete	Refresh Export							
Ē	Supplier Number		Supplier Name	2		Supp	blier Name 2		Country	Post Co	ode	City		
	500124		A.T.I. TOTAL	PETROCHEM -ALTRI		TOT	AL PETROCHEMICALS FELUY SA		BE	7181		FELUY		
	1006514		DONEGANI AN	ITICORROSIONE SRL					IT	28100		NOVARA		
	1009302		TELECOM ITAL	LIA SPA					IT	20123		MILANO		
	1009686		SHIPPING SER	VICES ITALIA SRL		UNI	PERSONALE		IT	57123		LIVORNO		
	1027653		FINSTERWALD	DER GMBH		Tran	nsport Logistik		DE	86842		Tuerkheim		

In External Business Partner view (Vendors and relatd Contact Persons). Queries show:

- **Suppliers**: List of suppliers according to Versalis International coding and Descriptions
- **Contact Persons**: List of contact Persons related to Suppliers



Vendor and Contact Persons Management

Ext	ernal Business Partner - Supp	liers	Display Supplier	: 1009302		
Sh	ow Quick Criteria Maintenance		Business Partner Typ	e Supplier Document Date 12.08.2020 I ata Address Data Bidder Data Invoici	Business Partner Number 1009302 Name of Business Partner TELECO ing Party Data Supplier Data Business Documents	MI
Vie	w: [Standard View] 🗸 🗸	Create Supplier Create	Company Data Con Basic Data	tact Data	-	
F	Supplier Number	Supplier Name	* Company Name 1: Company Name 2:	TELECOM ITALIA SPA	* Central Organizational Object for Bidder: 50000001	
	1009302	TELECOM ITALIA SPA	* Language:	IT Italian	DUNS Number:	
	1009686	SHIPPING SERVICES IT	Search Term1:	99	Tax Jurişdiction:	
	1027653	FINSTERWALDER GMI	Search Term2: c/o:	1009302	PO Box:	
	1029416	GLS GENERAL LOGIST	Street Prefix: Street:	VIA GAETANO NEGRI 1	PO Box Without Number: No PO Box Postal Code:	

eBidding Vendor Master Data are directly imported by Versalis International SAP system and *can only be displayed by buyer* clicking on Vendor Link. Following Information are available:

- Company Data: Vendor basic master data
- Address Data: Vendor Address master data
- Bidder Data: Detailed Vendor data
- Invoicing Party Data: Invoicing Master data for Vendor
- Supplier Data: Vendor Purchasing information data
- Business Documents: Type and number of business eBidding documents related to Vendor in (RFx, contracts, etc..)



Contact Persons Management



Buyer is enabled to Create and change Contact Persons per each specific imported Vendor from Versalis International Backend. To create a new Contact Person:

- Select Vendor code from Vendor List
- Click Contact Person with Reference (1)
- Complete mandatory Contact Person Data (signed with wild cards *)
- Complete mandatory Contact Data (signed with wild cards *)
 → NB: Only Create Contact Persons in English (EN) OR Italian Language (IT)



Click Save.
 Once Contact Persons is created, Vendor Contact person will receive an email according to email address provided in Contact Data with eBidding credentials for first system access.

Contact Persons Management

Approved Supplier Lists All (9) Released (0) Not Released (0)		Edit Contact Person : 51	
External Business Partner Suppliers (14) Contact Persons (13)	[Save Aead Only Close Delete	
xternal Business Partner - Contact Persons	_ 1	Employee User ID LBC031213001 Business Partner Type Contact Pe	son Document Date 12.08.2020 Business Partner Number 51
Show Quick Criteria Maintenance		Contact Person Data Contact Data	
show Quick Criteria Maintenance		▼ Basic Data	
View: [Standard View] Create User With Reference	e Display Edit D <mark>elete Refresh</mark> Resel	* _{Title:} Ms. v	* Time Zone. CET 🗇 Central Europe
🕞 Contact Person Number	Contact Person First Name	Academic Title:	Format Name:
51	Laura	* First Name:	Building Code:
52	Giorgio	* Last Name: Bellomo	Floor / Room Number:
53	Clelia	* Language: U U Italian	Company Department:
		Country: Italy	Internal Mail:
		Search Term2:	

Accessing to Contact Persons list it is possibile to select a single Contact Person and change related master data. Once updated data click *Save*.

To delete Master Data of a Contact Person click Delete.

NB: if Contact Person was already invited in previous RFx it won't be possible to delete it. In these cases system prompts following error:





Master Data Mapping Application



Vendor Manager is enabled to manage Mapping transcoding among Product Groups and Vendors ENI/Versalis International. Accessing to

Master Data Mapping functionality following features are available:

- Transcode management Product Groups codes ENI/VI
- Transcode management Vendor codes ENI/VI

NB:

- Master Data Mapping applications does not affect any of the Master Data of Versalis PGs (codes and descriptions), for which, Master system is Versalis International SAP system
- eBidding Vendor transcode application performs Vendor Import from Versalis International SAP system to eBidding system in case
- Vendor mapping activities are performed for Vendor master data not yet available in eBidding
- 17

Product Groups Master Data Mapping – Main screen

	a Back				
	Product cat Product category VI description	VI -> Eni VI <- Eni Product cat Product category Eni description	Edit Delete 🔒	Product category mapping	
	AT_100	99999999 ALIVE ANIMALS	/ 🕯		
Droduct cotogony	AT_104	🔊 9999999 ALIVE ANIMALS	/ 🛍	VI product category:	Eni product category:
Product category	AT_105	🔊 ୨୨୨୨୨୨୨ ALIVE ANIMALS	/ 🛍		
Product category	AT_107	🔊 9999999 ALIVE ANIMALS	/ 🛍	🗙 Cancel 🕼 Check 🔚 Save	
	AT_108	🔊 99999999 ALIVE ANIMALS	1 🕺		10
Supplier	AT_109	🔊 99999999 ALIVE ANIMALS	/ 🛍	L Product category VI description	T L Product category Eni description
Supplier	AT_112	🔊 99999999 ALIVE ANIMALS	/ 🕯		
	AT_113	🔊 99999999 ALIVE ANIMALS	/ 🛍		
	AT_114	🔊 99999999 ALIVE ANIMALS	/ 🛍 🗸		
	2	_			
	Product ca La Product category VI descr	ption Product ca La Product category Eni de	scription 🖌		
	AT_100 FR	99999999 EN ALIVE ANIMALS			
	AT_100 IT	99999999 IT GM INDETERMINATO P	ER SITUAZIONI NON CODIF		

In **Product Category mapping screen** among Versalis and corresponding ENI codes, system shows three sections:

1. Section for Product Groups to be transcoded selection including:

- i. Change mapping functionality
- ii. Deletion mapping functionality
- iii. Default mapping code settings functionality
- 2. Section to display Product Groups descriptions (VI and Eni PG Descriptions)
- **3.** Section for Code mapping between PG VI/ENI codes and related Descriptions



PG Master Data Mapping – data filtering

Header data filter feature works as following:

- Click on header column which you need to filter for (eg. Product Category VI)
- Select option User-Defined Filter

- Insert search string value (wildcards * values are accepted)
- Click *Filter* and system will show data accordingly
- To reset Filter settings select option All



PG Master Data Mapping – Select and Update Master Data

Versalis Master Da	ata	Set Default		Eni Mo	Actions			
Product category VI	Product category VI Product category VI description		VI <- Eni	Product category Eni	Product category Eni description	Edit	Delete	^
MT_100 ALIV	VE ANIMALS		1 ² 2	99999999	ALIVE ANIMALS	Ø	ŵ	
MT_101 MEA	ATS & PREPARATIONS		10 ⁵⁰	BB16AG02	MEATS & PREPARATIONS	ø	Ŵ	
MT_102 CREA	AMERY PROD & EGGS		1 ² 2	BB16AG02	MEATS & PREPARATIONS	Ø	Ŵ	
MT_103 FISH	H AND PREPARATIONS		1 ² 2	BB16AG02	MEATS & PREPARATIONS	Ø	Ŵ	
MT_106 SUG	GAR AND HONEY		s ⁵¹	BB16AG02	MEATS & PREPARATIONS	ø	Ŵ	-
MT_107 COFF	FEE COCOA SPIC			BB16AG02	MEATS & PREPARATIONS	ø	Ŵ	
MT_108 FEED	D FOR ANIMALS		s ⁵¹	99999999	ALIVE ANIMALS		Ŵ	
MT_109 FOO	DDSTUFF & PREPARAT			BB16BA01	FOODSTUFF & PREPARAT		Ŵ	
MT_111 ALCO	COHO. & NOT DRINKS		s ⁵¹	BB16AG02	MEATS & PREPARATIONS		前	~

Main application screen shows Product Groups VI Descriptions according to user Logon Language. In case no descriptions are available on Versalis International SAP for that logon language, system will show a blank value.

From this screen section you can:

- Select a Single PG VI and set default value for eBidding system. NB: NON Default values are signed by connector icons and relationship are valid for both directions (relationship of 1-to-N or N-to-1)
- Delete a mapping value with *Bin* icon
- Change a mapping value with Pencil icon
- **NB** System indicates with connector icon NON Default data. Default data does NOT shows any icon (blank)



PG Master Data Mapping – Set value for default mapping

Product category VI 🔻	Product category VI description	VI ->	VI <	Product category Eni	i Prod	luct category Eni description	Edit	Delete				
MT_643	OVENS & ELE EQPs X WELD & CUTTIN			BB07AC02	OVE	NS & ELE EQPs X WELD & C	Ø	Ŵ				
MT_643	OVENS & ELE EQPs X WELD & CUTTIN	S		BB07AC04			Ø	Ŵ				
MT_643	OVENS & ELE EQPs X WELD & CUTTIN	s ^o		BB07AC05			ø	Ŵ				
MT_643	OVENS & ELE EQPs X WELD & CUTTIN	s ^o l										3
MT_643	OVENS & ELE EQPs X WELD & CUTTIN	s ^{er}		Set default V	'I -> Eni for N	1T_643/BB07AC04						
MT_643	OVENS & ELE EQPs X WELD & CUTTIN	s ^o		🖨 Back								
MT_643	OVENS & ELE EQPs X WELD & CUTTIN	1 20		Product cat	tegory VI 🔻	Product category VI description	VI ->	VI < Prod	luct category Eni	Product category Eni description	Edit	Delete
				MT_	643	OVENS & ELE EQPS X WELD & CUTTIN	s ⁵		BB07AC02	OVENS & ELE EQPs X WELD & C	Ø	ŵ
				MT_	643	OVENS & ELE EQPS X WELD & CUTTIN			BB07AC04		1	ŵ
				MT_	643	OVENS & ELE EQPs X WELD & CUTTIN	s ^{en}		BB07AC05			Ŵ
				MT	643	OVENS & ELE EQPS X WELD & CUTTIN	s.		BB07AC06			â

To change Default mapping value in case multiple Eni PG codes exist for a single VI PG, proceed according to the above **example**:

- Filter by PG VI code eg. MT_643 → in this case system shows as default the PG code BB07AC02 (without connector icon) In this sample, for same VI code, there are multiple PG Eni codes
- Detect Eni PG code that you need to set as **new default value** → sample case is **BB07AC04**
- Click icon
 S
 associated to Eni PG code BB07AC04
- System will set as new default code the PG BB07AC04 deleting associated icon 🔬 and shifting it to Eni PG BB07AC02
- Now new default mapping value is BB07AC04

PG Master Data Mapping – Create New value mapping

	Product category mapping
Product category mapping	VI product category: MT_643 D Eni product category: BB07AC99
VI product category: MT_643 Image: Second s	Cancel 🗘 Check 🔚 Save
Cancer Check Save	L Product category VI description T L Product category Eni description ZH OVENS & FLE FORS X WELD & CUTTING & SP PARTS DE ELE T
L Product category VI description T L Product category Eni description	EN OVEN Product category mapping MT_643/BB07AC99 has been saved
	FR FOLR SACK

To create a New Mapping value among a VI PG and a Eni PG go to right section of the screen named *Product Category Mapping*:

- Populate both fields VI Product Category and Eni Product Category
- Click button *Check* (or button *Cancel* to abort changes)
- System retrieves all available VI Product Groups descriptions and prepares Eni Screen section for insertion of Eni PG descriptions
- Create all entries for language descriptions (in case no Eni descriptions are available it is possibile copy/paste VI descriptions)
- Click *Save* and system will insert new mapping value and all corrisponding descriptions providing a success message

NB: In case the mapping value is already existing, system will update the value itself with new descriptions. In case the mapping PG

22 Eni is **New**, system will create a new transcoding value

PG Master Data Mapping – Update mapping PG Descriptions

MT_643 OVENS & ELE EQPS X WELD & CUTTIN Ø BB07AC02 OVENS & ELE EQPS X WELD & C Ø MT_643 OVENS & ELE EQPS X WELD & CUTTIN BB07AC04 Ø Ø MT_643 OVENS & ELE EQPS X WELD & CUTTIN Ø BB07AC05 Ø Ø	VI product category: MT_643 Eni product category: BB07AC99	
MT_643 OVENS & ELE EQPS X WELD & CUTTIN BB07AC04 Im MT_643 OVENS & ELE EQPS X WELD & CUTTIN BB07AC05 Im	VI product category: MT_643 D Eni product category: BB07AC99	
MT_643 OVENS & ELE EQPS X WELD & CUTTIN 🔊 BB07AC05 🥒 🍿		
	Sancal Chack Sava	
MT_643 OVENS & ELE EQPS X WELD & CUTTIN 🔊 BB07AC06 🥒 🍿		
MT_643 OVENS & ELE EQPS X WELD & CUTTIN 🔊 BB07AC07 🥒 🍿		
MT_643 OVENS & ELE EQPS X WELD & CUTTIN 🔊 BB07AC08 🥒 🍿	L Product category VI description T L Product category Eni description	î
1 MT 643 OVENS & ELE EOPS X WELD & CUTTIN 🔊 BB07AC09	ZH OVENS & ELE EQPS X WELD & CUTTING & SP PARTS ZH VENS & ELE EQPS X WELD & CUTTING & SP	PARTS
MT_643 OVENS & ELE EQPS X WELD & CUTTIN 🧭 BB07AC99	DE ELEKTRON. HEIZ- U. SCHWEISSGERATE DE ELEKTRON. HEIZ- U. SCHWEISSGERÄTE	
	EN OVENS & ELE EQPS X WELD & CUTTING & SP PARTS	PARTS
	FR FOURS ET APPAREILS ÉLECTRIQUES POUR SOUDUR	
	EL OVENS & ELE FOR: X WELD & CUTTING & SP DARTS	
	HU OVENS Product category mapping MT_643/BB07AC99 has been saved	
	IT	
	TR OVENS & ELE EQPS X WELD & CUTTING & SP PARTS	

To update descriptions of an already mapped Eni PG:

- Select the valore mapping you need to update
- Click on *Pencil* icon to change data
- System retrieves all descriptions master data to prepare and set the changes
- Click *Save* to save changes: system will prompt a success message



Vendor Master Data Mapping – Create Vendor mapping

		de Back								
		Supplier V	/I Supplier VI description	VI -> Eni	VI <- Eni	Supplier Eni	Supplier Eni description	Edit	Delete	Vendor mapping
	Product category	500124	A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PET.			900000006	A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PET	all a	Ŵ	
	Product category	100651	4 DONEGANI ANTICORROSIONE SRL			900000010	DONEGANI ANTICORROSIONE SRL	1	ŵ	VI supplier:
		100930	2 TELECOM ITALIA SPA			91000000	TELECOM ITALIA SPA	a de la companya de la compa	ŵ	
1		100968	5 SHIPPING SERVICES ITALIA SRL UNIPERSON			900000020	SHIPPING SERVICES ITALIA SRL UNIPERSON		Ŵ	Eni supplier:
	Supplier	102765	3 FINSTERWALDER GMBH Transport Logistik			900000011	FINSTERWALDER GMBH Transport Logistik	all the second sec	ŵ	
	Supplier	102941	5 GLS GENERAL LOGISTICS SYSTEMS KFT.			900000008	GLS GENERAL LOGISTICS SYSTEMS KFT.	all a	Ŵ	Cancel C Check
		103055	1 SPIE OIL AND GAS SERVICE			900000003	SPIE OIL AND GAS SERVICE ENI Subsidiary 2		ŵ	
		103055	1 SPIE OIL AND GAS SERVICE	1 20		900000007	SPIE OIL AND GAS SERVICE ENI Holding	10 A	Ŵ	
		103055	1 SPIE OIL AND GAS SERVICE	1 20		9000000AB	SPIE OIL AND GAS SERVICE ENI Subsidiary 1		ŵ	
		103121	CRAIN COMMUNICATIONS LTD. SUBSCRIPTI.			900000009	CRAIN COMMUNICATIONS LTD. SUBSCRIPTI	Ø	ŵ	
		103647	D Vega SA			900000005	Vega SA		Ŵ	
		103767	7 MANON JEAN-POL			900000004	MANON JEAN-POL	ø	Ŵ	
		103990	3 INSTITUT BELGE DE L'EMBALLAGE			900000002	INSTITUT BELGE DE L'EMBALLAGE	10 M	Ŵ	
		104029	7 HAPMAN EUROPE			900000001	HAPMAN EUROPE		Ŵ	
		104033	FLOWERVE BELGIUM NV		Na.	900000003	FLOWERVE BELGIUM NV	a de la compañía de la	Ŵ	
		104033	FLOWERVE BELGIUM NV	1 2		9000000AA	FLOWERVE BELGIUM NV Holding		Ŵ	
		104289	1 CLEARWATER KFT.			9000000000	CLEARWATER KFT.	all the second s	Ŵ	

In main application screen for **Vendor mapping** among Versalis and corresponding ENI codes, system shows following sections:

1. Section for selection of Vendors to be transcoded including:

- i. Updating mapping functionality
- ii. Deletion mapping functionality
- iii. Default mapping value setting functionality

2. Section for Mapping master Data management

NB: in case of definition of transcoding value for a VI Vendor non yet available in eBidding system, the application will contextually perform mapping code creation and VI Vendor master data import into eBidding system

Vendor Master Data Mapping – Data Filtering

Header data filter feature works as following:

- Click on header column which you need to filter for (eg. *Supplier VI*)
- Select option User-Defined Filter
- Insert search string value (wildcards * values are accepted)
- Click *Filter* and system will show data accordingly
- To reset Filter settings select option All

Supplier VI Si	upplier VI description	VI -> Eni	VI <- Eni	Supplier Eni	Supplier Eni description		Edit		Delete
Sort in Ascending Order	I. TOTAL PETROCHEM -ALTRI TOTAL PET			900000006	A.T.I. TOTAL PETROCH	EM -ALTRI TOTAL PET			Ŵ
Sort in Descending Order	NEGANI ANTICORROSIONE SRL			9000000010 DONEGANI ANTICORROSIONE SRL					Ŵ
(All)	ECOM ITALIA SPA			91000000	TELECOM ITALIA SPA	Ø		Ŵ	
(User-Defined Filter)	PPING SERVICES ITALIA SRL UNIPERSON			900000020	SHIPPING SERVICES IT	LIA SRL UNIPERSON			Ŵ
	Custom Filter Use * to Represent Character Strings Filter By Supplier VI: 103*	X		Supplier VI Supplier VI description 1030551 SPIE OIL AND GAS SI 1030551 SPIE OIL AND GAS SI 1030551 SPIE OIL AND GAS SI 1031213 CRAIN COMMUNICATION 1036470 Vega SA 1037677 MANON JEAN-POL 1039903 INSTITUT BELGE DE	on VI → Eni VI <- Eni ERVICE ERVICE Ø ERVICE Ø ERVICE Ø TIONS LTD. SUBSCRIPTI	Supplier Eni Supplier Eni description 9000000003 SPIE OIL AND GAS SERVICE 9000000007 SPIE OIL AND GAS SERVICE 9000000008 SPIE OIL AND GAS SERVICE 9000000009 CRAIN COMMUNICATIONS 9000000005 Vega SA 9000000004 MANON JEAN-POL 9000000002 INSTITUT BELGE DE L'EMB	ENI Subsidiary 2 ENI Holding ENI Subsidiary 1 LTD. SUBSCRIPTI	Edit	Delete

Vendor Master Data Mapping – Filtering and change Data

Versalis Vendor Master Data	Set Default	Eni Vendor Master Data	Acti	ons
Supplier VI Supplier VI description	VI -> Eni VI <- Eni	Supplier Eni Supplier Eni description	Edit	Delete
500124 A.T.I. TOTAL PETROCHEM -ALTRI TO	TAL PET	9000000006 A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PET	ø	前
1006514 DONEGANI ANTICORROSIONE SRL		9000000010 DONEGANI ANTICORROSIONE SRL	ø	前
1009302 TELECOM ITALIA SPA		910000000 TELECOM ITALIA SPA		ŵ
1009686 SHIPPING SERVICES ITALIA SRL UNIP	ERSON	900000020 SHIPPING SERVICES ITALIA SRL UNIPERSON		前
1027653 FINSTERWALDER GMBH Transport Le	ogistik	9000000011 FINSTERWALDER GMBH Transport Logistik		Ŵ
1029416 GLS GENERAL LOGISTICS SYSTEMS K	न.	900000008 GLS GENERAL LOGISTICS SYSTEMS KFT.		Ê
1030551 SPIE OIL AND GAS SERVICE		9000000003 SPIE OIL AND GAS SERVICE ENI Subsidiary 2		Ŵ
1030551 SPIE OIL AND GAS SERVICE	R ₂₀	900000007 SPIE OIL AND GAS SERVICE ENI Holding		ŵ
1030551 SPIE OIL AND GAS SERVICE	R20	9000000AB SPIE OIL AND GAS SERVICE ENI Subsidiary 1	ø	ŵ
1031213 CRAIN COMMUNICATIONS LTD. SUB	SCRIPTI	900000009 CRAIN COMMUNICATIONS LTD. SUBSCRIPTI	ø	ŵ
1036470 Vega SA		900000005 Vega SA	ø	ŵ
1037677 MANON JEAN-POL		900000004 MANON JEAN-POL		前
1039903 INSTITUT BELGE DE L'EMBALLAGE		900000002 INSTITUT BELGE DE L'EMBALLAGE		Ŵ
1040297 HAPMAN EUROPE		900000001 HAPMAN EUROPE		Ê
1040330 FLOWERVE BELGIUM NV	್	900000003 FLOWERVE BELGIUM NV		前
1040330 FLOWERVE BELGIUM NV	s ^a	9000000AA FLOWERVE BELGIUM NV Holding		前
1042891 CLEARWATER KFT.		900000000 CLEARWATER KFT.	ø	ŵ

Main application for Vendor Master Data mapping shows VI and Eni Vendor master Data: Codes and Descriptions.

From this section screen it is possible:

- Define Default mapping among VI and Eni Vendor codes. NB: NON Default values signed with icon Signed valid both for VI/ENI mapping and ENI/VI mapping (relationships di 1-to-N and N-to-1)
- Delete a mapping value with *Bin* Icon
- Change a mapping value with Pencil Icon

NB: System indicates with connector icon NON Default data. Default data does NOT shows any icon (blank)



Vendor Master Data Mapping – Select default mapping value

uppiler vi j	P Supplier VI des	cription		2 -> ENI	VI <- ENI	Supplier Eni	Supplier	Enldesc	ription		Edit	Del
1030551	1 SPIE OIL AND GAS SERVICE			2		900000003	SPIE OIL AND GAS SERVICE ENI Subsidiary 2		ubsidiary 2	ø	្រ	
1030551 SPIE OIL AND GAS SERVICE			s ^{er} a.		900000007	7 SPIE OIL AND GAS SERVICE ENI Holding		olding	Ø	ĺ		
1030551	SPIE OIL AND G	GAS SERVICE				9000000AB	SPIE OIL	AND GA	S SERVICE ENI S	ubsidiary 1	Ø	្រ
	<u></u>											
	3	for 0001030551/9000000003	4									
	3 Set default VI -> Eni f	for 0001030551/9000000003	↓									
	3 Set default VI -> Eni f	for 0001030551/9000000003]									
	3 Set default VI → Eni f	for 0001030551/900000003 Supplier VI description	▼ VI → Eni	VI <- Eni Su	pplier Eni Supplier E	Eni description	Edit	Delete				
	Supplier VI	for 0001030551/900000003 Supplier VI description SPIE OIL AND GAS SERVICE	√ VI → Eni	VI <- Eni Suj 90	Ipplier Eni Supplier E 200000003 SPIE OIL A	Eni description AND GAS SERVICE ENI Subsidiary 2	Edit	Delete				
	3 Set default VI → Eni f	for 0001030551/900000003 Supplier VI description SPIE OIL AND GAS SERVICE SPIE OIL AND GAS SERVICE	VI-> Eni	VI <- Eni Su 90 90	1100000003 SPIE OIL A 2000000003 SPIE OIL A	Eni description AND GAS SERVICE ENI Subsidiary 2 AND GAS SERVICE ENI Holding	Edit	Delete 1 1 1 1				

To change a Default mapping value in case multiple Eni Vendor codes are linked to a unique VI Vendor, proceed according to the **example**:

- Detect Eni Vendor code that you need to set as default value \rightarrow sample case is **900000003**
- Click on icon 🖉 corrisponding to Eni Vendor code 9000000003
- System will set as **new default value** Vendor 900000003 shifting icon 🔊 to Vendor 9000000AB
- Now new default value is 900000003

Vendor Master Data Mapping – Create new mapping value



To create a New Mapping value among a VI Vendor and a Eni Vendor go to right section of application named Vendor Mapping:

- Populate both fields VI Supplier and Eni Supplier
- Click button *Check* (or button *Cancel* to abort changes)
- System retrieves VI Vendor information from SAP Versalis system and prepares eBidding system to import Vendor master data from SAP VI
- Provide Eni Company Name (In case no Eni company name is available it is possible to copy value from VI Vendor company name)
- Click Save and systema imports Vendor master data from VI SAP and updates mapping value setting it as default

NB:

- In case mapping value is already existing system will update value with new Eni company name
- After Vendor master data import, some Warning message could be prompted out (as in the example above); nevertheless, if mapping success message is prompted, Vendor was correctli imported into eBidding system and value was mapped

Vendor Master Data Mapping – Update mapping value

									Vender mension
	Supplier VI	Supplier VI description	VI -> Eni	VI <- Eni	Supplier Eni	Supplier Eni description	Edit	Delete	vendor mapping
	500124	A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PET			900000006	A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PET		tin and the second seco	
	1006514	DONEGANI ANTICORROSIONE SRL			900000010	DONEGANI ANTICORROSIONE SRL	Ø	Ŵ	VI supplier: 1030551 SPIE OIL AND GAS SERVICE
	1009302	TELECOM ITALIA SPA			91000000	TELECOM ITALIA SPA	4	Ŵ	
	1009686	SHIPPING SERVICES ITALIA SRL UNIPERSON			900000020	SHIPPING SERVICES ITALIA SRL UNIPERSON	AP	til i line i lin	Eni supplier: 9000000AB SPIE OIL AND GAS SERVICE ENI Subsidiary 1 BIS X
	1027653	FINSTERWALDER GMBH Transport Logistik			900000011	FINSTERWALDER GMBH Transport Logistik	<u>^</u>	Ť.	
1	1029416	GLS GENERAL LOGISTICS SYSTEMS KFT.			900000008	GLS GENERAL LOGISTICS SYSTEMS KFT.		Ŵ	🗙 Cancel 🗘 Check 🔚 Save
Γ	1030551	SPIE OIL AND GAS SERVICE			900000003	SPIE OIL AND GAS SERVICE ENI Subsidiary 2		Û	
	1030551	SPIE OIL AND GAS SERVICE	<u>1</u> 20		900000007	SPIE OIL AND GAS SERVICE ENI Holding	2 🔊	Ŵ	*
	1030551	SPIE OIL AND GAS SERVICE	s ^o		9000000AB	SPIE OIL AND GAS SERVICE ENI Subsidiary 1	Ø	Ŵ	Vendor Management Master Data Mapping Reports
	1031213	CRAIN COMMUNICATIONS LTD. SUBSCRIPTI			900000009	CRAIN COMMUNICATIONS LTD. SUBSCRIPTI		til and the second seco	
	1036470	Vega SA			900000005	Vega SA	Ø	Ŵ	Supplier mapping 0001030551/9000000AB has been saved
	Το ι	ipdate or enrich a Ve	ndor	Eni ma	apping v	alue:		-	Jack Back

Supplier VI

Supplier VI description

VI -> Eni

- Select mapping value to be changed
- Click on Pencil icon
- System retrieves all master data from system to perform changes or enrichment:
 - In case a new Eni vendor code is inserted, system will perform a new mapping entry value as alternative (NOT Default)
 - In case of changes only on Eni company Name, system will update mapping value with new company Name
- Click su *Save* to perform changes. System will prompt success message

Vendor Master Data Mapping – Delete mapping value



To delete an existing mapping value:

- Select mapping value you need to delete
- Click *Bin* icon to delete selected value
- System requests confirmation for deletion
- Click Yes to perform deletion. System prompts succes deletion message

NB: vendor mapping deletion implies the following:

- Deletion of ENI mapping code and all related master data
- In case of **deletion of a default value mapping**, in case of existing alternative mapping values, systema automatically assigns a new default value based on alfanumeric order of alternative VI Vendor codes (or Eni) existing in eBidding. After any deletion of a Vendor default value mapping, it's up to VI Vendor Manager to check and/or verify the definition of a new default mapping value.

eBidding Reports: report Master Data Mapping

Home					
Vendor Manag	ement 📔 Master Data Mappin	g Reports			
ê	Vendor Management Vendor Management <u>Vendor Maintenance</u>			Г	Reports <u>Product Group Mapping Report</u> Product Groups Mapping Report
Key .	Master Data Mapping Master Data Mapping	Filter: P. category VI: P. category Eni: PC VI description: PC Eni description: Q Search The Reset	-		<u>Vendor Mapping Report</u> Vendor Mapping Report
		Filter: Supplier VI: Supplier Eni: Supplier VI descr.: Supplier Eni descr.: Q Search Reset	∂		

Two different Reports are available for data and contents exctraction from eBidding Mapping tables:

- Product Groups Mapping table VI/Eni
- Vendor Mapping table VI/ENI



eBidding Reports: report Master Data Mapping

Exctraction Report Vendor Versalis/Eni Exctraction Report GM Versalis/Eni Filter: Filter: P. category VI: P. category Eni: Ð Supplier VI: Supplier Eni: PC VI description PC Eni description: Supplier VI descr.: Supplier Eni descr.: **Q** Search Reset 🔶 Reset Search -**Results:** Results: Export Export Export to Microsoft Excel Export to Microsoft Excel Default mapping (VI => Eni) Default mapping (Eni => VI) Supplier Eni scription ct category VI description Default mapping (VI => Eni) Default mapping (Eni => VI) Product category Eni Product category Eni description 104033 FLOWERVE BELGIUM NV х 900000003 I_\$01 Х 999999999 ALIVE ANIMALS 103767 MANON JEAN-POL Х х 9000000004 N ALIVE ANIMALS MC_OTH Х 999999999 103647 Vega SA х х 900000005 \ MT_100 Х 99999999 ALIVE ANIMALS A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PETROCHEMICALS FELUY SA X 500124 х 9000000006 MT_101 х BB16AG02 MEATS & PREPARATIONS 10403 Х 9000000AA F MT_102 Х BB16AG02 **MEATS & PREPARATIONS** 1030551 SPIE OIL AND GAS SERVICE х 9000000AB MT_103 Х BB16AG02 MEATS & PREPARATIONS HAPMAN EUROPE х 9000000001 1040297 х MT 106 MEATS & PREPARATIONS BB16AG02 INSTITUT BELGE DE L'EMBALLAGE х 900000002 1 1039903 х C D Е F Product Product category VI description Default mapping Default mapping Product Product category Eni description С D F B category VI (VI => Eni) (Eni => VI) category Supplier VI description Default mapping Default mapping Supplier Eni Supplier Eni description Supplier VI (Eni => VI) $(VI \Rightarrow Eni)$ 999999999 ALIVE ANIMALS I S01 Х 2 1040330 FLOWFRVF BELGIUM NV FLOWERVE BELGIUM NV Х 9000000003 999999999 ALIVE ANIMALS MC OTHER 3 1037677 MANON JEAN-POL 9000000004 MANON JEAN-POL X Х MT 100 Х 999999999 ALIVE ANIMALS 4 1036470 Х Vega SA 900000005 Vega SA MT 101 BB16AG02 MEATS & PREPARATIONS 5 500124 Х 900000006 A.T.I. TOTAL PETROCHEM -ALTRI A.T.I. TOTAL PETROCHEM -ALTRI TOTAL PETROCHEMICALS FELUY S/X 3 MT 102 X BB16AG02 MEATS & PREPARATIONS 6 1040330 FLOWERVE BELGIUM NV Х 9000000AA FLOWERVE BELGIUM NV Holding 7 MT 103 Х BB16AG02 MEATS & PREPARATIONS 7 1030551 Х SPIE OIL AND GAS SERVICE ENI SPIE OIL AND GAS SERVICE 9000000AB 3 MT 106 Х BB16AG02 MEATS & PREPARATIONS __....

Both reports Exctract Data from PGs and Vendors eBidding Mapping Data VI/ENI.

eni

An export function in Excel template is also available

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907 Strategic Sourcing	Reports	



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