ThyssenKrupp Sourcing Plattform
e.Auctions – Supplier Manual

ThyssenKrupp - CO / PSM

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Developing the future.
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1. How to start

- Please visit https://sourcing.thyssenkrupp.info to start the registration process
- A registration is a prerequisite to participate in an e.Auction

Please note:
We recommend to use the Microsoft Internet Explorer (version 8.0 or upwards)

Please check your browser settings according to the information stated on the next slide
Microsoft Internet Explorer settings
To ensure a smoothly working e.auction cockpit, please check the following browser settings:

### Settings for IE 6.0

**Menu:**
Tools / Internet Options / General / temporary internet files / settings / every visit to the page

### Settings for IE 7.0/8.0

**Menu:**
Tools / Internet Options / General / Browsing history / click on: Settings / Every time I visit the webpage
2. Basic guidelines for working with the ThyssenKrupp Sourcing-Platform

Because the ThyssenKrupp Sourcing Platform is an internet-based application, please observe the following guidelines:

- please do not use the browser buttons (back, forward, refresh, etc.)
- to perform an action by clicking on a link, please use a single mouse click only.
- please wait for the whole page to be refreshed (the status is shown in the bottom of the browser window)
3. Start the registration

Please visit https://sourcing.thyssenkrupp.info/ to start your registration
Start the registration – answer the supplier questionnaire

- Please note that all questions regarding your company marked with * are mandatory
- After the registration process you will receive an ID and password in order to login to the sourcing platform. This may take a few days so please make sure to register in time before the e.Auction.

The registration is done via a questionnaire divided into seven categories

Please use the “next” and “back” button to change the categories

Once you have finalized the questionnaire you can complete your registration by clicking “save and release”

On the following page you have to submit your application by clicking on the button “submit registration for review”. Otherwise your application cannot be processed!
4. Start page of the sourcing platform and profile settings

After you received your login details you can enter the platform and will find the following start page:

Find upcoming and ongoing e.Auctions here.

Besides e.Auctions, ThyssenKrupp uses the strategic sourcing platform for RFIs and RFQs as well. You can search for such requests in your business area here.

You may change your profile, password and company information here (needs JAVA).
5. Participate in a Reverse English e.Auction (Rank auction,

Select the category “auctions” and choose the auction you want to participate in.

To participate in the auction and place your bid press “edit” → This can be done before the auction starts

Please enter your contact details and a quotation reference number (or a dummy variable like “1”)

The procedure specified here is valid for the following e.auction types:
- Rank auction
- Price auction without rank
- Price auction best and own bid
- All bids (price and rank) auction
- Traffic light auction
6. Place and change your bid

You can see the auction details by clicking through the headers.

Enter or change your bid here.

<table>
<thead>
<tr>
<th>Item</th>
<th>Article</th>
<th>Quantity</th>
<th>Unit</th>
<th>Price w/o Tax</th>
<th>For x Units</th>
<th>Delivery Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>Steel Tube Ø2000mm</td>
<td>200.000</td>
<td>PC</td>
<td>600.00</td>
<td>1</td>
<td>03/28/2014</td>
</tr>
<tr>
<td>20</td>
<td>Steel Tube Ø5000mm</td>
<td>300.000</td>
<td>PC</td>
<td>600.00</td>
<td>1</td>
<td>03/28/2014</td>
</tr>
<tr>
<td>30</td>
<td>Steel Tube Ø10000mm</td>
<td>500.000</td>
<td>PC</td>
<td>600.00</td>
<td>1</td>
<td>03/28/2014</td>
</tr>
</tbody>
</table>
7. Save and release your bid

Once you are done with entering or updating your bid, click “save”.

Note: The first time you enter a quote, you have to release your bid by clicking the “release” button. → Clicking “save” only will not allow you to participate in the auction!

Confirm your bid by clicking “Yes” and your bid will be released.

Note: The second step on this page will only occur the first time you save your bid → Every bid after the first will be released automatically by clicking “save”.

Your quotation has been released. Thank you for your quotation.
8. Monitor your position and improve your quote

During the auction you can review your competitive position by opening the register card “auctioning attributes”.

To improve your quote please click the edit-Button
→ Click “save” to your new bid
→ You do not have to press the “release” button again
9. Exceeding the bid limit

Should your quote exceed the bid limit (previously set by the purchasing department) you have to re-enter your quote

The bid improvement is too big.
If you want to save this bid anyway, please select the checkbox ‘ignore bid limit’ in the tab ‘auctioning attributes’ and resubmit the changed price.

Note:
You have to re-enter your former quote → Press “save” to release your bid

Should your quote exceed the bid limit the system will ask you to agreed to ignore the bid limit → Mark “Yes” to ignore the bid limit
10. Participate in a Ticker e.Auction

Select the category “auctions” and choose the auction you want to participate in.

To participate in the auction and place your bid press please go to the register card “auctioning attributes”.

→ No bidding is possible before the e.auction starts

Once the auction starts, button(s) will appear, which allow you to submit bids.

The procedure specified here is valid for the following e.auction types:
- Japanese auction
- English Ticker auction
- Dutch auction
- Dutch auction without ‘sudden death’