



E-Commerce Project Notification

Dear Supplier Contact,

Reference: Supplier Company Name, (ESDID)

We are pleased to announce our new initiative for improving and streamlining our procurement and accounts payable processes.

To implement a more efficient and easy-to-use automated e-commerce solution we are transitioning from our Intel system WebSuite to the Ariba Network. Ariba Network will be our primary supplier collaboration system for transacting with Intel.

This platform will allow many of our suppliers to move away from paper-based and manually transmitted transactions and documents currently associated with our Intel system, WebSuite.

If your company already has an existing account on the Ariba Network or you are not the correct contact for your company, notify Intel's Supplier Enablement Team at ariba-enablement@intel.com to provide the account administrator's name and email contact information.

Below are some of the benefits your company may experience with the Ariba Network.

- Ability to receive electronic PO notifications and other documents
- Catalog enablement
- Reduction of paper invoices (paperless)
- Reduction in administrative business expenses
- Online visibility to your Intel transactions
- Simple to use

Transacting electronically on the Ariba Network will soon be a standard part of doing business with us; our plan is to migrate all existing suppliers to this new process. For those suppliers that invoice against purchase orders, POs will be generated in multiple systems (WebSuite and Ariba) during the transition period. It is important to monitor both systems during this time.

As a valued supplier, our relationship with you and your participation in this new initiative is key to maintaining our ongoing business relationship.

If you have any questions about Intel's e-commerce initiative, please contact the Intel Supplier Enablement Team at ariba-enablement@intel.com.

We look forward to our enhanced relationship during this transition and beyond.

Thank you in advance for your support.

Yuval Engel
Intel Supplier Enablement Team

Know This:

- Intel is transitioning from WebSuite to the Ariba Network.
IMPORTANT: During the transition period PO's will be generated in multiple systems: some PO's will be in WebSuite and others will be in Ariba. It is important to monitor both systems during this time.
- **Ariba Network fees:** When transacting with Intel, your supplier fees will be paid by Intel. **IMPORTANT:** You may be required to pay supplier fees when transacting with other buyers over the Ariba Network.
- **Next steps:** SAP Ariba will send you the information you need to join the Ariba Network within the next ten days.
- Your Intel contact is aware that you will be receiving an invitation to join the Ariba Network.

Do This:

- Look for an email from intelenablement@ariba.com describing your new Ariba Network account and what you need to do to get started.
- If your company already has **an existing Ariba Network ID**, your account administrator should log in using that account to accept the **Trading Relationship Request (TRR)** with Intel. **IMPORTANT:** This invitation is for the company name and Intel supplier ID referenced in this letter.
- For additional **resources** visit supplier.intel.com/aribanetwork