

Purpose:

This information will provide instructions to suppliers about how to respond to MSD Questionnaires for collecting Diversity or Sustainability information.

Trigger:

Supplier receives an email from MSD Procurement, via Ariba, to login to the Ariba Network and complete the relevant Questionnaire.

Helpful Hints:

The supplier must login to the Ariba Network in order to respond to Questionnaires. If the Supplier has already responded to another questionnaire, like the Registration questionniare, or a Sourcing event, they will need to respond to the subsequent questionnaire from the same Ariba Network account.

Explanation	Screenshot	
1. As the supplier contact, you will recieve an email that MSD is requesting you to complete a Questionnaire to collect additional information from your company. Click the Submit Questionnaire link to login to the Ariba Network and complete the questionnaire.	E Grail Compose Compose Starred Socozed Sent Drafts More Arba * +	Search mail C Searc
		Milla Regards, MSD





Explanation	Screenshot		
2. The link from the email will direct you to the Ariba Network. If you, or someone else from your company	Ariba Proposals & Questionnaires 🚽		
have already responded to a questionnaire or sourcing event for MSD, you will need to respond to this questionnaire under the same AN ID. If you do not have access to your company's Ariba Network account, contact your system administrator and request they provision you.	SAP Ariba Ariba Supplier Login		
Supplier Loginbox.			
	Ariba Proposals & Questionnaires 👻		
3. Enter in the Password box.	SAP Ariba 🥅		
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 5. Once you are logged in, you will be directed to the Questionnaire MSD has asked you to complete. 6. Proceed to fill out the form by responding to the questions. 	Ariba Sourcing Consult Consu
7. Review the information, then scroll to complete the form.	Acida Sourcing Test Test Daskbard Test Dask
8. Some MSD Questionnaires will request you to provide Certificate information, like Diversity or Sustainability certificates.	Ariba Sourcing III Conversited Noncy - Grad 101 Destant Console III Destant Console III Destant Destate Haven III Conversited Participant Marcine State III Conversited Participant Marcine State III Conversited Participant Marcine State III Conversited Participant • Energy Control III Conversited Participant • Energy Control III Super States an MED Participant State District Participant • Energy Control III Super States and State District Participant • Energy Control III Super States and State District Participant • Energy Control III Super States and State District Participant • Energy Control III Super States and State District Participant • Energy Control III Super States and State District Participant • Energy Control IIII Super States and State District Participant • Energy Control IIII Super States and State District Participant • Energy Control IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
9. If your company has the certificate being asked about, answer the question Yes	Aribal Sourcing If Conserve lettry * Escalable homes * Grain * State Deschared Console If Doc2418845920 - Supplier Self-Certification Form Console If Doc2418845920 - Supplier Self-Certification Form Console If Doc2418845920 - Supplier Self-Certification Form Console All Content Marcine Nature * Listent Formation * Listent Sectors * Listent Sectors * Listent Sectors * Usent Sectors * Listent Sectors
10. Click the Details link to provide additional details about the certificate your company possesses.	Arba Sourcing Conserve Setting Conserve



SLP - How to Respond to an MSD Questionnaire via



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