



# Supplier Registration, SIM



## Starting Details:

- ❖ If your organization *already* has an existing Ariba Network Account: **Go to Step# 1a** below to **Login**
- ❖ If your organization *is new* to the Ariba Network: **Go to Step # 1b** to **create a new account**

Online Registration Link: <http://sccgov.supplier.ariba.com/register>

## Step #1a: Supplier uses the link below to register on SIM & initiate a relationship with SCC

## Step#2: New Supplier confirms their e-mail address through email (See Example Below)



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**Step#3: Complete setting up your Supplier Profile (SPQ's) and submits the request for approval.**

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## Setup Supplier Profile

Question

### ▼ 1 Narrative to Supplier

**1.1** By selecting 'I Agree', Supplier agrees that it will not input or store Sensitive Personal Information into the Sys required by Ariba, which is defined as government identification numbers or financial account numbers associated v persons (e.g., Unites States Social Security Numbers, driver's license numbers, or personal credit card or banking ; numbers), and medical records or health care claim information associated with individuals, including claims for pay reimbursement for any type of medical care of an individual.

Answer \* I Agree ▼

### ▼ 2 Company Information

**2.2** Enter Company Name?

**2.3** Enter DBA (Doing Business As) if different from Company Name?

**3** Please check if you are a Community Based Organization(CBO) or a Non CBO? \* Non-CBO ▼

### 4 Tax ID

**Note:** Please **do not** enter a government identification number associated with individual persons (e.g., United States Social Security Numbers) as the Tax ID. See 1.1 above.

Answer \*

To setup your supplier profile complete Question 1 through 4

For additional information or questions please send email to [SCCP2PSupplierEnablementTeam@prc.sccgov.org](mailto:SCCP2PSupplierEnablementTeam@prc.sccgov.org)



### Contact Ariba for Technical Assistance

United States and Canada 1-866-218-2155

**Step#4. SCC will review the request.**