



GE  
Oil & Gas

# **GE Oil & Gas** **Global Sourcing** **Digital Tools** **Quick Guide**



Supplier Conference 2007, May 29  
Hilton Florence Metropole



# O&G Global Sourcing Digital Tools Quick Guide

## Intro

### Dear Valued Supplier,

This brochure is intended as an introduction to GE Oil & Gas Sourcing Tools, Documentation and Initiatives

## Supplier Portal on [www.geoilandgas.com](http://www.geoilandgas.com)



The Supplier Portal for Oil & Gas at GE is a centralized gateway to collaborate with GE's Oil & Gas Sourcing organization. Here you can easily find any relevant information, documentation, training material and get Oil & Gas helpdesk support.

To access the Supplier Portal please visit and bookmark this web page:

<http://www.geoilandgas.com/supplierportal.htm>

All tools described in this Quick Guide can be accessed through the Supplier Portal, so all you need to remember is the link above!

## Supplier Portal

The screenshot shows the GE Oil & Gas Supplier Portal homepage. At the top, there is a search bar and navigation links for PRODUCTS & SERVICES, APPLICATIONS, OUR BRANDS, OUR COMMITMENT, and ABOUT US. The main content area is titled "Supplier Portal" and features a large image of people in a meeting. Below the image, there are several sections:

- Powerful Relationships:** A text block stating that the Supplier Center for Oil&Gas at GE provides centralized gate for Suppliers interaction with GE's Oil & Gas Sourcing organizations. It lists access to Tools, Suppliers Information, Help desk and useful documentation.
- Using our tools via i.e.:**
  - Reduce cycle time by accessing timely information
  - Access information about our sourcing requirements
- Tools:** A list of applications available 24 hours a day, including Procurement, Registration, and User Management.
- Order Management:** Links to Online Buying (iProcure), Current Information, and Careers.
- Collaboration:** Links to Material Shipped Directly (MSD), Online Drawings (ORDS), Procurement (PNET), Invoice status, and TFS invoice status.
- Sourcing Quality:** Link to Supplier Deviation Prevention (SDP).
- Helpdesk:** Information about Tools Support, Internal GE Email Contact (SAC), and External User support.
- YFM support:** Contact information for the Young Firm Mentorship program.
- Account Payable support:** Contact information for Business AP Teams.
- TFS program Customer Service:** Contact information for the Training Firm Support program.
- Supplier Information:** Links to Supplier Quality Library and Supplier Document Library.



# O&G Global Sourcing Digital Tools Quick Guide

## eRFQ

### Electronic Request For Quotation

The eRFQ Tool provides a web-interface to manage RFQs submitted for specific services and products. GE Oil & Gas Suppliers receive all related information and documents and submit their quotation. This tool monitors all Requests for Quotation based on due dates and status and indicates how to proceed. A valid user ID and password are sufficient to access the tool securely via the Internet.



\*New RFQ: Reply to Nuovo Pignone S.p.A.

Create Date	<input type="text" value="05/10/2007"/>	Requestor Name	<input type="text" value="AE STD Training10"/>	Function	<input type="text" value="UNITS"/>
RFQ #	<input type="text" value="2846"/>	Oppty ID	<input type="text" value="07/UPI/0001/F/D"/>	Light ePSS Checklist #	<input type="text" value="PS003682FTP001"/>
AE reference	<input type="text" value="AE STD Training10"/>	ENG reference	<input type="text" value="Helke Anne Dietzel"/>	SOU reference	<input type="text" value="Chiara Mancini"/>
Quotation Due Date	<input type="text" value="05/31/2007"/>	Supplier Start Date	<input type="text" value="05/22/2007"/>	Supplier End Date	<input type="text"/>
RFQ Due Date	<input type="text" value="06/30/2007"/>	Engineering Review	<input checked="" type="checkbox"/> Yes		

---

Comments

Quote valid until

### Support

Helpdesk is available from 7AM to 8PM (GMT+01:00) on normal business days.

Direct line: +34 93 400 5341

GE Dial-Comm: \*882-3400

Enabled External Users may visit the [Sourcing External Community](#)

[http://supportcentral.ge.com/products/sup\\_products.asp?prod\\_id=20795](http://supportcentral.ge.com/products/sup_products.asp?prod_id=20795)



Imagination at work



# O&G Global Sourcing Digital Tools Quick Guide

## eRFQ

### **Frequently Asked Questions**

#### **Q: How do I get access?**

A: access to this tool is granted by the buyers only to selected suppliers. If you are among these selected Suppliers and already have a Single Sign-On (SSO) account, select "Update Profile" to request access on the eRFQ page accessible via the Supplier Portal or at the following link:

**[www.gepower.com/online\\_tools/index.htm](http://www.gepower.com/online_tools/index.htm)**

If you don't have an SSO account yet, please choose "Register" to create an account on the same page.

#### **Q: How do I access the tool?**

A: You can access the tool via the Supplier Portal or at

**[www.gepower.com/online\\_tools/index.htm](http://www.gepower.com/online_tools/index.htm)**

#### **Q: How will I know that a new RFQ has arrived?**

A: If you have been selected as a contact on the RFQ by GE O&G Sourcing, you will receive an email notification containing all important information on the RFQ (item, RFQ due date, contact person, etc.).

#### **Q: How do I submit a quotation?**

A: You click on the "Reply" button for the RFQ that you want to work on. Next, select a date for the field "Quote valid until", attach your offer by clicking on the "Attach quote" button and attach the bid qualification form by clicking on the "Attach Bid Qual. Form" button. Finally, click on "Send".

#### **Q: Can I send an update of the quotation in case I have forgotten something or attached the wrong file?**

A: Yes, but only as long as the RFQ is active.





# O&G Global Sourcing Digital Tools Quick Guide

## eMSD

Material Shipped Directly

### Material Shipped Directly

eMSD is a new tool developed to increase the visibility of the Milestone Tracking System, which monitors all phases from order approval to final closure.

This tool was created to improve the previous system, where MSD and Critical Items tracking was done manually. SPAs, DEs, QEs and PMs, were wasting a lot of time searching for the relevant information. The aim of eMSD is to collect information related to Milestones, Pending Points and Document List in a single repository that all users can access.

The screenshot displays the 'Material Shipped Directly' web application. The interface includes a header with the GE logo and navigation tabs. Below the header is a table with columns for 'PO Line', 'Part', 'Qty', 'Unit', 'Status', 'Supplier', 'Material', 'Inventory', and 'Status'. The table contains several rows of data, including PO line numbers, part numbers, quantities, and supplier information.

### Support

Open a help ticket in the Supplier Portal Community under the "eMSD" category:

[http://supportcentral.ge.com/products/sup\\_products.asp?prod\\_id=20795](http://supportcentral.ge.com/products/sup_products.asp?prod_id=20795)

### Frequently Asked Questions

**Q: Which PO lines can I see in the tool?**

A: All the lines not completely received or invoiced.

**Q: Why am I receiving alerts even having filled out the MTS form?**

A: Make sure you publish the MTS revision

**Q: How can I tell which lines have to be filled out?**

A: You must fill out all the PO Lines with a "Yes" for "MTS Required"



# O&G Global Sourcing Digital Tools Quick Guide

## Online Drawings Tool

This tool allows Suppliers to access and download GE Oil & Gas specifications and drawings relevant to Purchase Orders (POs).

Note: Access to ODRS is provided by invitation only.

## ODRS Online Drawings

**Power Systems** Update GE Profile | Logout

**Power Tools** On Line Drawing Search

Search Document Useful Information

You are logged as 105024983 from GE Energy - Europe

Material parameters description					
Part number	SHB50218				
List of found related documents					
EDM Documents					
Code	Format	Revision	State	Availability date	Description
ITN02109.03	4	9		Available 21-05-2003	FUS.ACC.CASSE INT.ANELLI PORTA PAL.TU/VA
ITN02158	4	16		Available 12-04-2007	CONTROLLO MAGNETOSCOPICO FUSIONI PROCED.
ITN02174	4	7		Available 05-06-2006	SABBIATURA GRANIGLIATURA
ITN07038	4	10		Available 11-07-2005	SPECIFICA IDENTIFICAZIONE MATERIALI
ITN07051	4	7		Available 30-03-2007	PROC.VERIF.PER PROD.,APPAR.PER CONTR.MAG
ITN07740.03	4	4		Available 22-02-2007	PORTAPALETTE BASSA PRESSIONE TU/VA
MOD91139					Document not found in EDM
SOH05335	0	4		Available 05-01-2007	ANELLO PORTAPALETTE BASSA PRESSIONE DISEGNO DI FUSIONE PER HS8 SK45 F40

Privacy Policy | Terms of Use | © General Electric Company 1997 - 2002 All Rights Reserved

[gepower.com Home](#) | [About GEPS](#) | [Careers](#)

GE Home | GE Businesses | Small Business | Industry Solutions | Home Solutions | Personal Finance | Corporate Info

## Support

Helpdesk is available from 7AM to 8PM (GMT+01:00) on normal business days.

Direct line: +34 93 400 5341

GE Dial-Comm: \*882-3400

Enabled External Users may visit the [Sourcing External Community](#)

[http://supportcentral.ge.com/products/sup\\_products.asp?prod\\_id=20795](http://supportcentral.ge.com/products/sup_products.asp?prod_id=20795)

## Frequently Asked Questions

**Q: "How can I access ODRS?"**

A: Access to ODRS is provided by invitation only.

**Q: Why am I unable to access online drawings using Microsoft® Internet Explorer??**

A: The ODRS application does not function properly with IE7. You need to use an alternative browser (IE 6.0 or Mozilla Firefox).

**Q: "How can I search for a Request For Quotation?"**

A: This function is not available.



imagination at work



# O&G Global Sourcing Digital Tools Quick Guide

## Project Net

The Project Net environment provides a secure platform for communication and workflow between GE and its Suppliers. This tool allows sharing of documents relative to various phases of a project. With a valid user ID and password, you can access the platform securely 24/7 via the internet.

## PNET

Project Net



## Support

Helpdesk is available from 7AM to 8PM (GMT+01:00) on normal business days.

Direct line: +34 93 400 5341

GE Dial-Comm: \*882-3400

Enabled External Users may visit the [Sourcing External Community](#)

[http://supportcentral.ge.com/products/sup\\_products.asp?prod\\_id=20795](http://supportcentral.ge.com/products/sup_products.asp?prod_id=20795)

## Frequent problems

If your browser is Microsoft® Internet Explorer version 6.0 and you are having problems with Project Net, please visit the Supplier Portal and use the PNET link to download instructions.



imagination at work



# O&G Global Sourcing Digital Tools Quick Guide

## Procuri

### Procuri

Procuri, the new electronic auctioning tool used across GE, has replaced EAMS as the e-Auction platform. Procuri provides an advanced method of conducting e-Auctions for direct and indirect materials, and services.



### Support

USA: 404-720-1224  
International: + 1-404-720-1224  
Email: support@procuri.com

#### Toll-free customer support:

US & Canada: 1-877-360-7609  
Mexico: 001-800-551-9711  
International: +1 800-776-287-41

### Frequently Asked Questions

**Q: How can I request access to Procuri?**

**A:** Suppliers can apply the same user login used in EAMS or may create a new account.

A complete guide to accessing Procuri is available at

<http://www.procuri.com/external/solution/loginfaq.pdf>



Imagination at work



## O&G Global Sourcing Digital Tools Quick Guide

### Invoice Status Viewing

**Invoice Status Viewing** is available at the Supplier Website (SWS) at

<https://www.nuovopignone.net/swsPortale/index.jsp>

This site provides daily updates on invoice status regarding approval cycle, payment status, and contact reference for issue resolution. The use of this web site is intuitive and is supported by online instructions. You can immediately use this web site with a user name and personal password. Initially, both are equal to your supplier code (you can find it in each Purchase Order). In the next step you will be prompted to change the password.



### TPS Program

#### **Trade Payable System**

GE Oil & Gas is in the process of standardizing terms of payment in accordance with GE's Global Payment Policy.

As part of this policy, and in order to assist our Suppliers, we are introducing the TPS, the Accelerated Payment Program. The program allows for a discount in exchange for early payment of invoices on the part of GE Oil & Gas with respect to the standard terms of payment.



Under the program, invoices are processed upon receipt at our Accounts Payable center and a discount is deducted from the net amount due excluding VAT. The discount is calculated according to the difference in the number of days between the actual date of payment and the standard date of payment. This program replaces any existing payment terms. No VAT adjustment is required. GE O&G will provide a debit note to you regarding the discounts received.

Regarding the invoicing process, only after having enrolled in the TPS program you should e-mail your invoices in pdf format to the following addresses:

[invoicestps@ge.com](mailto:invoicestps@ge.com) and [oilandgas.tps@ge.com](mailto:oilandgas.tps@ge.com)

The TPS program has already been successfully shared with over 35,000 GE Suppliers, and we are committed to its continued success at GE Oil & Gas.



# O&G Global Sourcing Digital Tools Quick Guide

## Support

Invoice status for both TPS and non-TPS invoices, is available at the Supplier Website (SWS) at

<https://www.nuovopignone.net/swsPortale/index.jsp>

There is a dedicated website for inquiries regarding discounts and payments and more specific data related to TPS invoices:

<http://www.tradepayableservices.com/>

## TPS Program

For information regarding invoicing, booking and payments, access/use of website, password or connection problems our Accounts Payable Service Center located in Romania can be reached at:

Phone: +40 21 599 2015 or +40 21 599 2016

eMail: [swssupport@og.ge.com](mailto:swssupport@og.ge.com)

For any detailed information regarding payment, Program discount rates, access/use of the web site, password or *first connection* to the website, please contact TPS Customer Service at:

Phone: +31 164 212900

Fax: +31 164 212464

eMail: [tps.customerservice@ge.com](mailto:tps.customerservice@ge.com)



# O&G Global Sourcing Digital Tools Quick Guide

## TPS Program

### Frequently Asked Questions

**Q: What is the reason for these new terms and conditions (T&C) ?**

A: GE is in the process of migrating its supplier base to new standardized payment terms. These include the TPS payment program which results in significant reductions in our Suppliers' outstanding accounts receivable, and can lower collection and administrative costs. Additional benefits of the program include:

- Improved cash flow
- Daily payments (instead of weekly)
- Early warning for mismatched invoices
- High-priority invoice processing
- Detailed Remittance/Payment information
- Dedicated customer service team for payment inquiries

**Q: How do I sign up for the program?**

A: You enroll by e-mail confirmation to:

**[roberta.baffari@ge.com](mailto:roberta.baffari@ge.com) and [patrizia.panese@ge.com](mailto:patrizia.panese@ge.com)**

with the following information:

- Bank account data (IBAN /SWIFT/BIC code), using your corporate letterhead in pdf format
- the e-mail address where you wish to receive the debit notes that will be automatically generated

***...Get Connected!***



Imagination at work