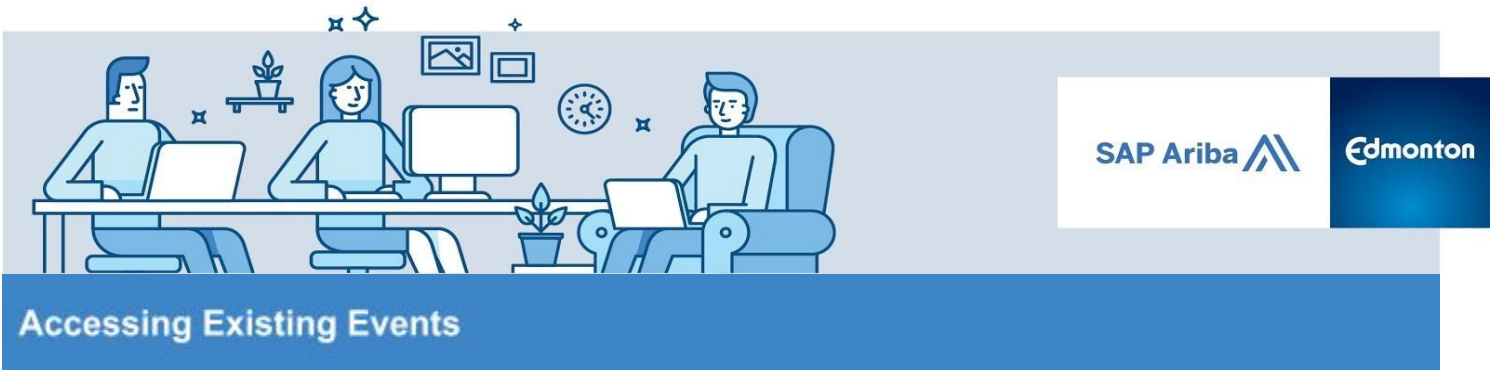


Accessing Existing Events


Accessing Existing Events

A step by step guide

Step 1: Log in to your SAP Ariba Network Supplier Account	2
Step 2: SAP Ariba Network Supplier Portal – Existing Events	2



This section will provide information on how to access events that you may have been invited to, already begun to complete or that have closed for submission in SAP Ariba.



Tip If you received a system generated email inviting you to respond to a City of Edmonton sourcing event, you are also able to access the event using the link provided in that email.

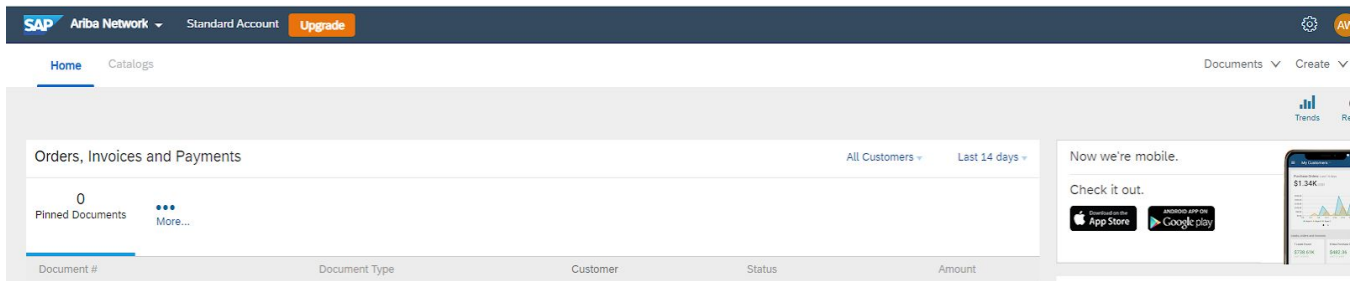
Step 1: Log in to your SAP Ariba Network Supplier Account

Log in to your Supplier SAP Ariba Network supplier account, using the link <https://supplier.ariba.com>

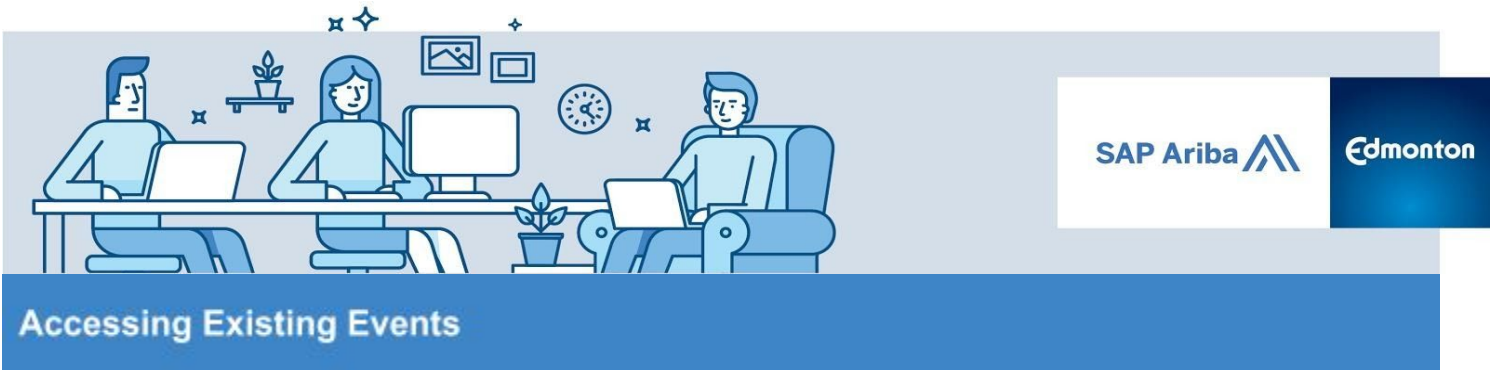
Step 2: SAP Ariba Network Supplier Portal – Existing Events

- I. On the home page for your SAP Ariba Network Supplier account, click the **Ariba Network**

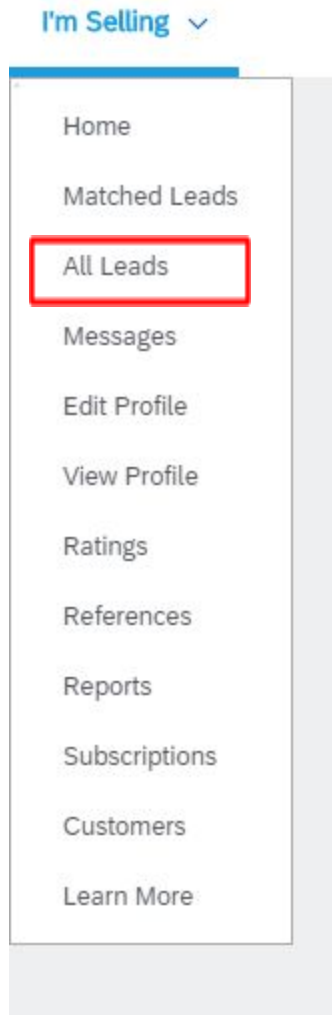
 icon situated in the top left corner of the screen. Click on **Ariba Discovery**



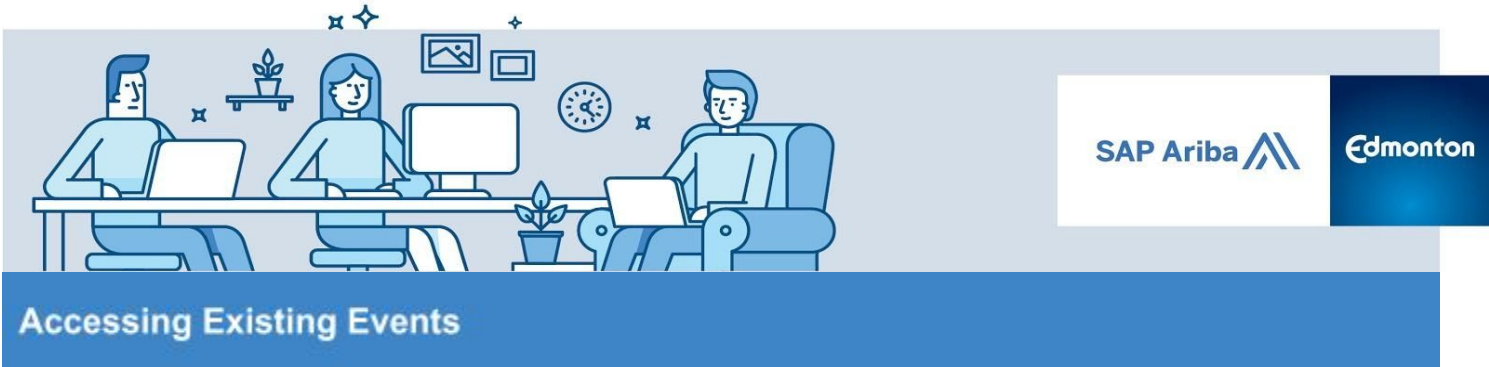
- II. In the dropdown menu **I'm Selling** , select all leads



Accessing Existing Events



- IV. A list of procurement opportunities will be displayed. The right hand column will provide you with all types of filters you may use to find a particular event or you may type in the search bar **City of Edmonton** or use the **Refine Match Criteria** to search areas of interest. Select appropriate event you wish to view.



Accessing Existing Events

RFI/RFQ Matches (9591)

[Advanced Search »](#)

All results

Refine Match Criteria Search Results 1 - 10 of **9,591** Sort by: Relevance

Posting type

< 1 2 3 ... >

V. A summary of the event is provided and you now have the option to select Respond to Posting.

Back to Search Results

This is a public sector / buyer funded posting and you can respond for free ⓘ

City of Edmonton - Ariba Demonstration Session for ECA Open

The City of Edmonton

Posted On: 20 Nov 2019
 Open for bidding on: 20 Nov 2019
 Response Deadline: 31 Dec 2019 10:59 PM PST

| Share: Leave feedback

Opportunity Amount: **\$999,999.00 CAD**
 Response Deadline: 31 Dec 2019 10:59 PM PST
 (Buyers can close postings early)
 Posting ID: 7567150(Doc2103095580)
 Business Contact: Igor Pospeshin
 Posting Type: Request for Quotation
 Public Posting: <http://discovery.ariba.com/rfx/7567150>
 Company Public Profile: <http://discovery.ariba.com/profile/AN01394774623>
 Match Confidence: 0%

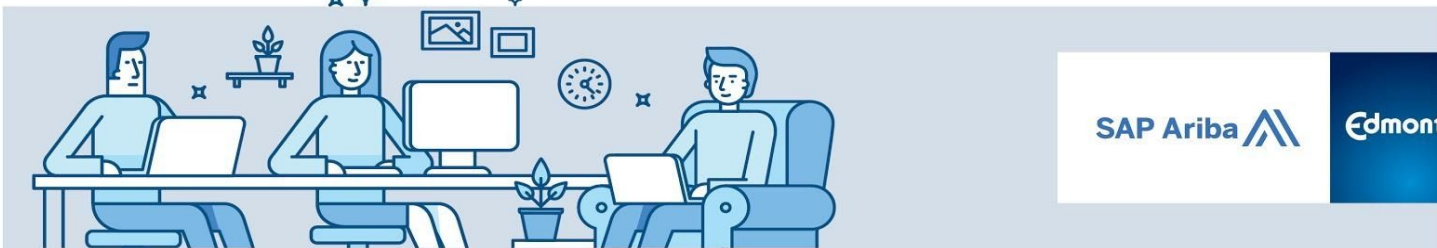
Product and Service Categories

- Landscaping services

Ship-to or Service Locations

- Edmonton - Alberta

Posting Summary



Accessing Existing Events

The event statuses can be defined as follows:

- **OPEN:** includes opportunities that are currently accepting bids.
- **CLOSED** include opportunities that have closed and are being evaluated.
- **AWARDED:** includes opportunities that have been awarded and are closed.

Posting status	
Awarded	(1223)
Closed	(7835)
Open	(339)



Tip

Clicking on events with an Open status will allow you to continue to work on an existing sourcing event, or to revise a proposal that you have already submitted.

- V. To complete a sourcing event, follow the instructions in the City of Edmonton [Responding to a Sourcing Event](#) guide.