

National Grid Supplier Enablement An Introduction to Coupa

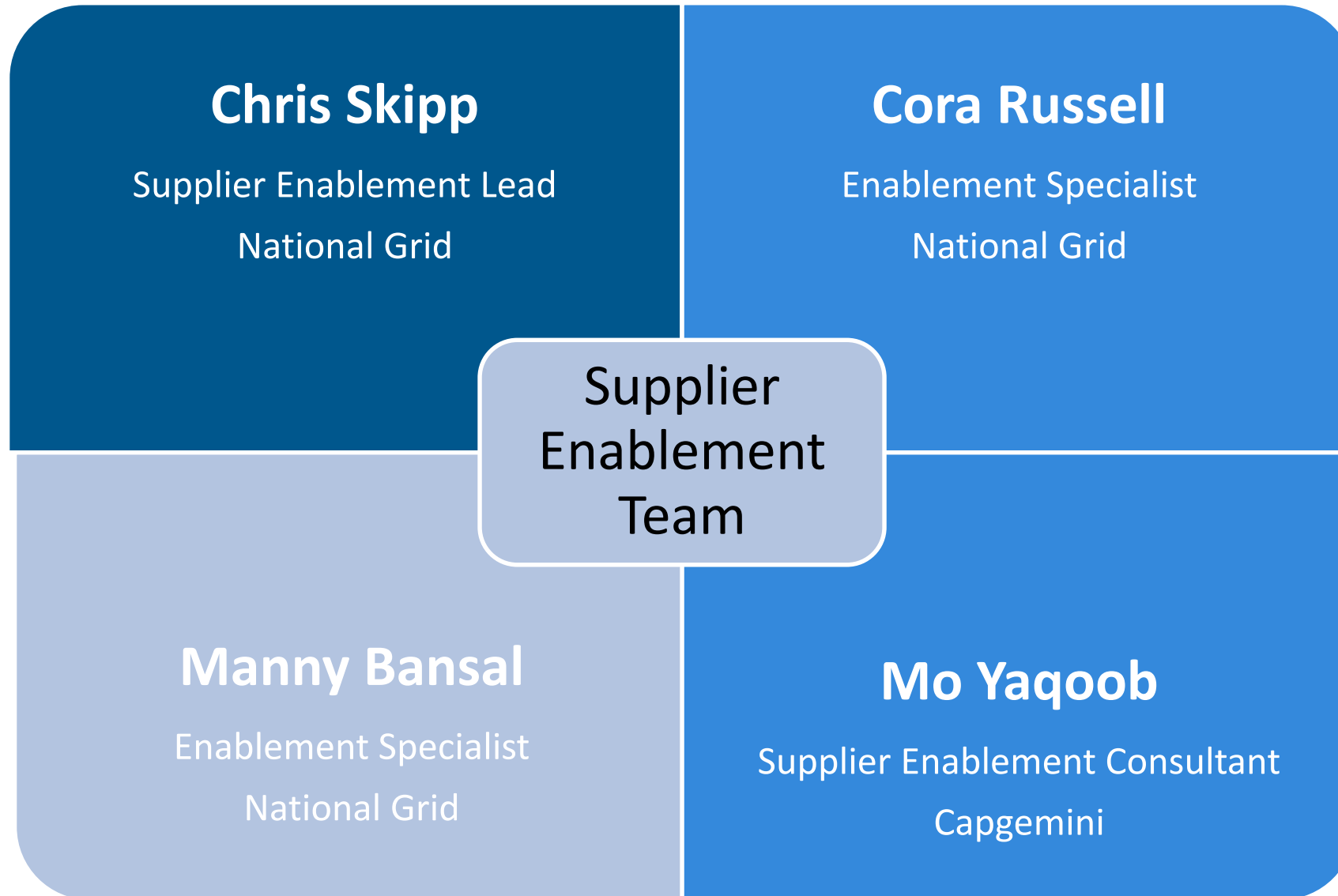
Infopack

Version 1.2 – July 2018

- Meet the Supplier Enablement team
- What is changing and why?
 - What is Coupa
 - Expected benefits
- When will this happen?
 - The Project
 - Timelines
- Next Steps
 - Your Role
 - Support
- Q&A
- Close out 15:00



Meet the Team

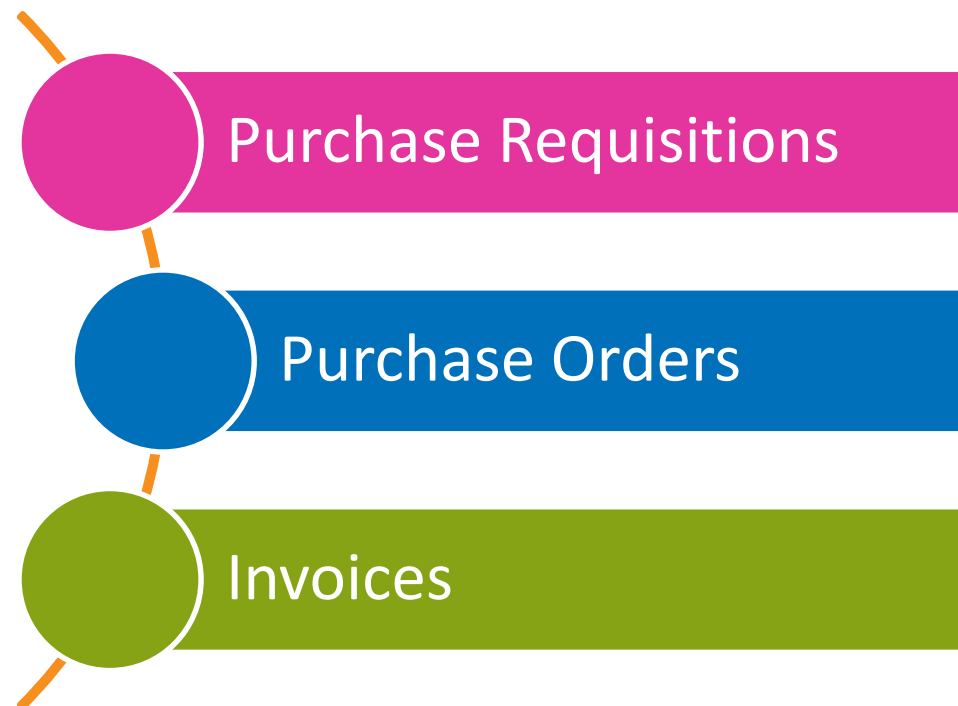


What is Coupa?

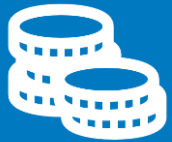
National Grid is partnering with Coupa to provide a new purchase to pay (P2P) solution due for go-live in October 2018

Purchasing transactions will be handled through Coupa, including:

- Raise and approve purchase requisitions internally
- Release purchase order to suppliers
- Receipt of invoices through the Coupa Supplier Portal (CSP)



What is Coupa?



Purchasing Platform

Used for all Purchase Orders and spot buys.

Your RFP processes will not be impacted by Coupa



Transparency

Greater visibility of purchase orders, changes and cancellations.

Improved invoice status, payment due date visibility



Mobility

Cloud based – access from any device any time

You control user base and permissions for your business



Intuitive

Free & Easy to use Coupa Supplier Portal acts as your single resource for PO, Invoice and Catalogue Management

What does it mean for you?

Coupa Supplier Portal

- You will have access to Coupa via the Coupa Supplier Portal (CSP).
- This is a user-intuitive online portal which will be your one stop shop for National Grid orders.

Purchase Orders

- You are able to set up notifications that new purchase orders are available via email and text.
- Where volumes allow, purchase orders can pass directly into your ERP system via cXML.

PO Number	Order Date	Status	Acknowledged	Items	Unanswered Comments	Total	Actions
1400-00000004	02/15/17	Issued	True	Lawn Mowing	No	950.00 GBP	
1400-00000016	02/16/17	Issued	True	2 Each of item 1	No	1,994.00 GBP	
1400-00000025	02/09/17	Issued	True	value order for mde	No	999.00 GBP	
1400-00000023	02/09/17	Issued	True	value order for mde	No	999.00 GBP	
1400-00000007	02/09/17	Issued	True	1 Each of item 1 with approval mode	No	7,120.00 GBP	
1400-00000002	02/09/17	Issued	True	1 month order	No	20,000.00 GBP	
1400-00000001	02/09/17	Issued	True	1 Each of mde	No	322,220.00 GBP	

Flip Invoices

- Flip your POs to invoices once goods or services have been dispatched.
- This will then be paid as long as it matches with the purchase order and the requestor confirms they received the goods/services.

Respond to Spot Buys

- Purchasing led sourcing activities will all be managed through Coupa in the CSP. Here we can invite you to Spot Buys.
- You are able to provide your quotes and liaise with the purchasing team.



When will this happen?





The Project

- Impact UK Supplier side activities only.
- For both stock and non stock purchases.
- All purchase orders will be issued by the Coupa System from Q4 2018





Timelines





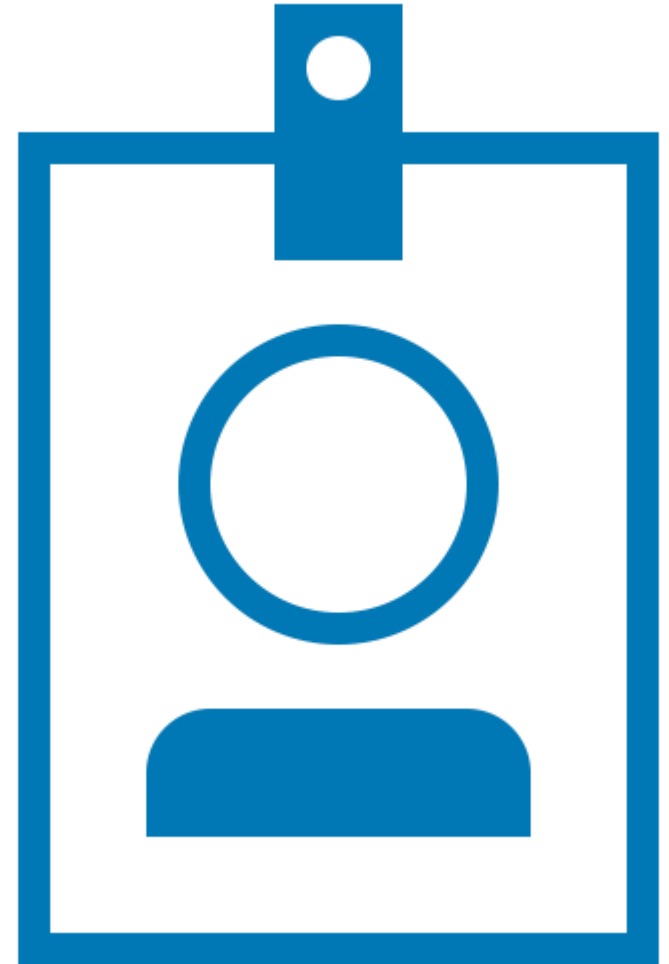
Next Steps





Your Role

- Play a proactive role in supporting the Coupa roll out in your business.
- Provide accurate and timely responses to the National Grid Supplier Enablement Team.
- Attend Webinars and share information packs with your Sales and Finance teams.





- For information related to the supplier onboarding process or questions about a communication or questionnaire please contact.
- For questions about Coupa Supplier Portal functionality please contact

box.nationalgrid.sup@nationalgrid.com

- We will also be hosting Webinars and sharing information packs over the coming months.

- You will receive communications informing you of the steps required to move through the onboarding process.
- Please share this information within your business to ensure that there is awareness in your business of the coming changes to the way you will transact with National Grid in the UK

