



services for sustainable procurement
global resource. **local** skills.



Qualify your organisation for the utilities in Germany, Eastern and Central Europe

Connexio is an online supplier information system made for utilities in Germany, Eastern and Central Europe and their suppliers. Solely organisations that already supply these utilities or that plan to work with these utilities can register with Connexio. By completing one single online questionnaire each supplier has the opportunity to prove that the organisation complies with the minimum requirements of ALL utilities using Connexio.

FACTS & FIGURES

1990 foundation in Norway

Abingdon (UK), Headquarter Achilles Group

Offices in more than 21 countries

300 employees world-wide

More than 730 buying organisations world-wide are Achilles Group's customer; more than 175 utilities

More than 30,000 suppliers registered world-wide

Sectors: Construction, Mining, Utilities, ICT (information communication technology), Public Sector, Oil and Gas, Pharmaceutical, Transport/Rail

About Achilles

Who we are and what we do.

Today's procurement is faced with a range of complex challenges. Issues such as globalisation, cost savings, legislation, risk management as well as the whole area of Corporate Responsibility must be considered as a part of the supplier management equation.

But how can the risk in the supply chain be minimised? Since our foundation in Norway 1990 it has been our job to provide services and computer based tools enabling the procurement to manage those risks. In detail: On behalf of numerous organisations world wide (mid sized companies as well as organisations operating globally) it is our job to identify new potential suppliers as well as to verify continuously all their suppliers. Moreover, we provide web based solutions enabling the buyers to maintain and administer additional information about their suppliers.

Achilles Central Europe

Achilles Central Europe with headquarter in Düsseldorf (Germany) and another office in Bratislava (Slovakia) belongs to the Achilles Group. The Group itself is operating in more than 21 countries and is organised in the following geographical regions: Central Europe, Iberoamerica, Nordic, North America, AsiaPacific, UK and Ireland.

The Central European Region consults the procurement of utilities in Germany, Eastern and Central Europe and their suppliers. In addition to that on behalf of those utilities we operate Connexio, the online supplier information system.



Global Utility Business Directory

Global Sourcing has become an important component in procurement. But due to the fact that suppliers are not in the same region or even not in the same country it is difficult for buyers to verify those suppliers.

Achilles Global Utility Business Directory enables the buyers of more than 175 utilities to identify suppliers that are already verified by Achilles in different countries or regions. Only suppliers that comply with the regional requirements provide a summary of their supplier profile in this directory.

The Connexio Team offers your organisation to upload a summary of your supplier profile to this Global Directory once you are pre-qualified (stage 1). Please contact the Connexio Team.

Yesterday...

In the past the utilities had to use many different sources to find potential suppliers. Consequently you had to register your organisation in many different media in order to be found by the buyers.

Once your organisation was selected by a number of buyers you had to complete several different supplier questionnaires along with several different certificates and additional documents. It was your job to demonstrate that you are able to supply a requested product and/or services as well as to prove that your organisation complies with the utility's corporate requirements. How many supplier questionnaires have you already completed? And have you noticed that all those questionnaires were not identical at all? And perhaps you detected that each utility had different requirements to be fulfilled.

In addition to that it was the buyer's job to send the appropriate supplier questionnaire to each supplier. Once the completed questionnaire was received the buyer had to verify and analyse the provided information – a procedure that costs a lot of time and money for both parties.

Today...

The previous procedures are history. Thanks to Connexio, the online supplier information system, and the services provided by Achilles.

About Connexio Where do buyers identify potential suppliers?

In general buyers know at least some suppliers of specific products and/or services. Nevertheless, buyers are always keen to know new suppliers and to identify them directly.

And where does a buyer search for new suppliers? Yes, with Connexio. Several search and filter functionalities enable the buyer to search for all suppliers that provide a certain product and/or service within seconds.

Why do buyers look for suppliers in Connexio and not in other media? It's simple. By completing an online questionnaire each supplier provides a comprehensive and detailed profile. The detailed information allows the buyer a precise insight into each supplier's competences whereas other supplier search engines cannot provide this deep insight. Another and the most important reason for buyers to identify suppliers in Connexio is that the information is already verified with respect to validation, contradiction and scope of information. This allows the buyers to access supplier data that is correct and valid at any time.

This is where Achilles comes into play.

On behalf of the utilities we verify existing suppliers as well as new suppliers – standard pre-qualification. This verification is based on specific criteria that the utilities set up in advance. Consequently your organisation is no longer verified by each utility individually. We, a third party, execute the verification.

How does this work? It is very simple. You complete an online questionnaire in Connexio. In this questionnaire you provide a range of information about your organisation as well about your product and service portfolio. Additional documents and certificates confirm and reinforce the information entered in the questionnaire.

The Connexio Team verifies your information and figures. Once we notice that your organisation complies with the utilities' requirements we upload your supplier profile to Connexio. Your organisation is then visible for all buyers of the utilities using Connexio.

Connexio – qualification system according to EU- procurement legislation

Utilities in the European Union are subject to strict regulations if they award a contract over threshold. Thus each contract over threshold has to be published in the supplement of the Official Journal of the EU (OJEU). In case of an "open procedure", the minimum time limit for the receipt of tenders is 52 days from the date on which the contract notice was sent. As a matter of fact the utilities lose a lot of time.

To save considerable time and costs the utilities can use Connexio as a system of qualification without violating EU procurement legislation.

As a supplier therefore, you can be sure that the criteria that your organisation has to comply with as well as the supplier search in Connexio are always in line with EU procurement principles – fair, objective and not discriminative.



Corporate Social Responsibility (CSR)

Financial institutions, employees, customers and local communities are increasingly requiring businesses to act in accordance with Corporate Social Responsibility (CSR) principles. These principles include issues like health and safety practice, environmental impact, labour standards and community involvement.

In its role as a provider of supplier management services in various sectors, Achilles is uniquely placed to help achieve visibility of CSR risks within the supply chain, and to assist in reducing these risks.

As a result, you will find questions covering these important areas in the Connexio Utility questionnaire. Both existing and future customers will welcome information relating to your company's CSR performance..

How can you become a qualified supplier for the utilities?

To become a qualified supplier for one of the participating utilities you have to register with Connexio. In the role as a neutral third party we execute the principle verification on behalf of the utilities (pre-qualification stage 1). Provided that the principle verification (stage 1) was successful the buyer of

the appropriate utility will contact you directly in order to obtain more detailed and specific information about your products and services (pre-qualification – stage 2). Hence you will get the result of the second stage verification directly from the particular buyer.

Step 1: Registration with Connexio

Connexio is the online supplier information system for utilities in Germany, Eastern and Central Europe and their supplier. Consequently only suppliers with an invitation from one of the participating utilities or suppliers that want to participate in a tender published by a one of the participating utilities in the Supplement of the Official Journal of the EU can register with Connexio.

The application form, the current requirements to become a pre-qualified supplier (stage 1) and the appropriate registration fees are published on our websites www.achilles.com/germany or www.achilles.com/slovakia

Step 2: Complete online questionnaire

As soon as we receive your application form (online or via fax) we will send you your login details for the online questionnaire along with an information package by Email. Your login details enable you to access the online questionnaire.

You have four weeks to complete the questionnaire online and submit online. Due to the fact that the utilities are located in different countries you can complete the questionnaire in German, English or Slovak. You can choose your preferred language but we recommend that provide product and/or service specific information in English, too. Additional requested documents such as a copy of your certificate of incorporation and the binding declaration confirming the accuracy of your provided information

have to be sent by post to the Connexio Team.

Step 3: Verification by Achilles

On behalf of the participating utilities the Connexio Team executes the verification (stage 1) once everything is received – this means: the online questionnaire is submitted online, the additional requested documents/certificates are received by post and the payment of the appropriate registration fee is paid. We want to emphasise that all information, figures and documents that belong to the verification (pre-qualification - stage 1) remain with Achilles and are treated confidentially.

Step 4: Upload of your profile

The pre-qualification process (stage 1) is successfully completed if your organisation complies with the requirements set up by the participating utilities. We upload your comprehensive supplier profile to Connexio and your status in Connexio changes from "registered" to "pre-qualified". This enables the buyers to access your product and/or service portfolio. Please note: as long as your status is "registered" the buyers can only view the information that you provided in your application form. Having access to your supplier profile the buyers can select your organisation either to obtain more information (pre-qualification stage 2) or invite your organisation to participate in a tender. In addition to that we will confirm your successful pre-qualification (stage 1) by sending you a certificate.

Please feel free to contact us for any further information.

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