Supplier Portal

Oracle Cloud Procurement Platform – User Guide

مجموعة بريد الإمارات
Emirates Post Group

Introduction

This website is the primary online portal for suppliers to participate in online tenders/RFX published by the Emirates Post Group. The entire bidding process is managed online. Equal opportunity in public procurement and nurturing an increasingly dynamic, competitive, and innovative supply chain for the provision of goods and services. The underlying technology and supporting services for the eProcurement Portal are based on the latest updates of the Oracle Fusion application.

This guide provides detailed instructions on how to register on the Emirates Post Group Procurement Platform.

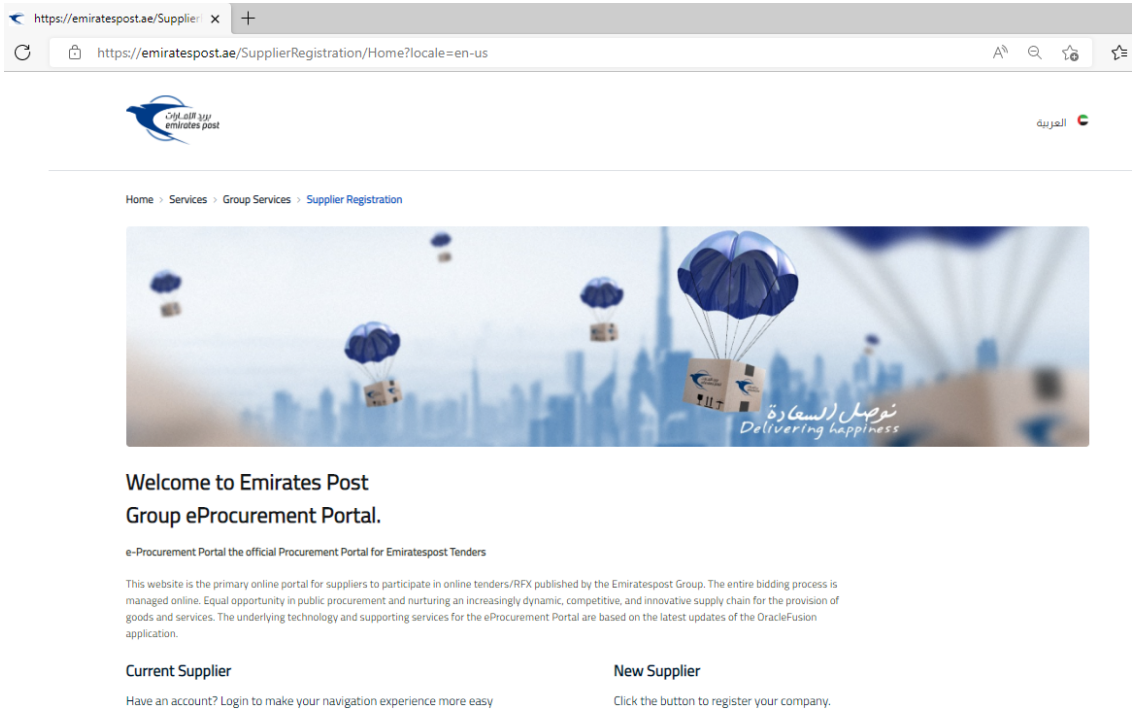
It guides you through Registration, Profile Update, RFQ Response, and Acknowledges a PO.

Supplier Access/Login

Supplier Access/Login

To start your supplier registration process with Emirates Post Group (EPG), Please to visit emirates post website

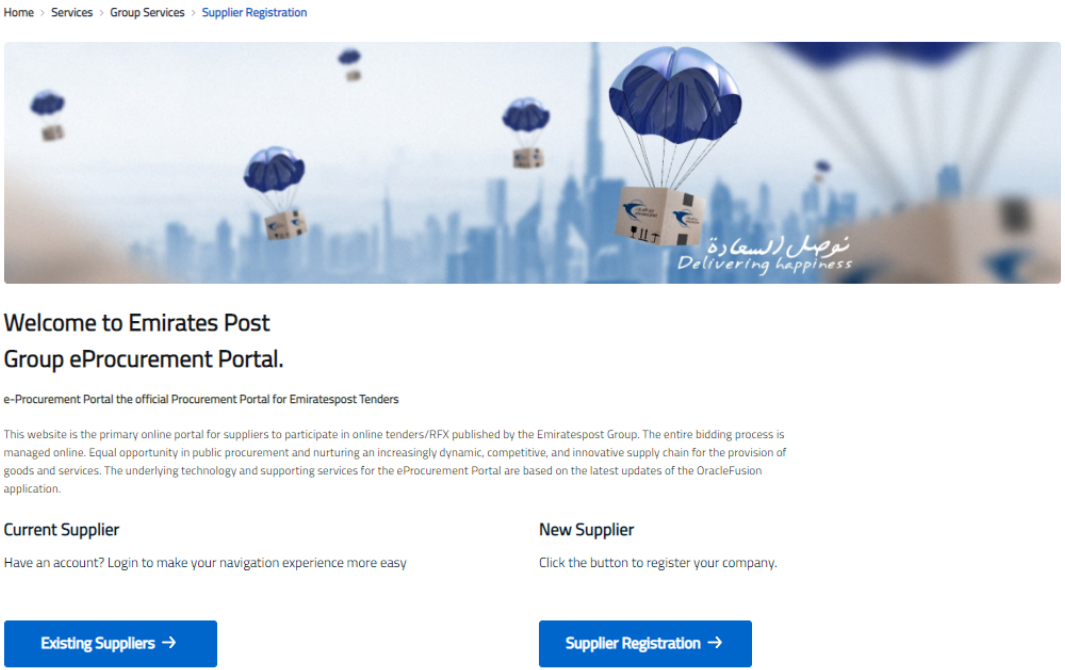
https://emiratespost.ae/SupplierRegistration



Supplier Access/Login

You will be with a page where you can choose:

- Existing Suppliers
- Supplier Registration for New



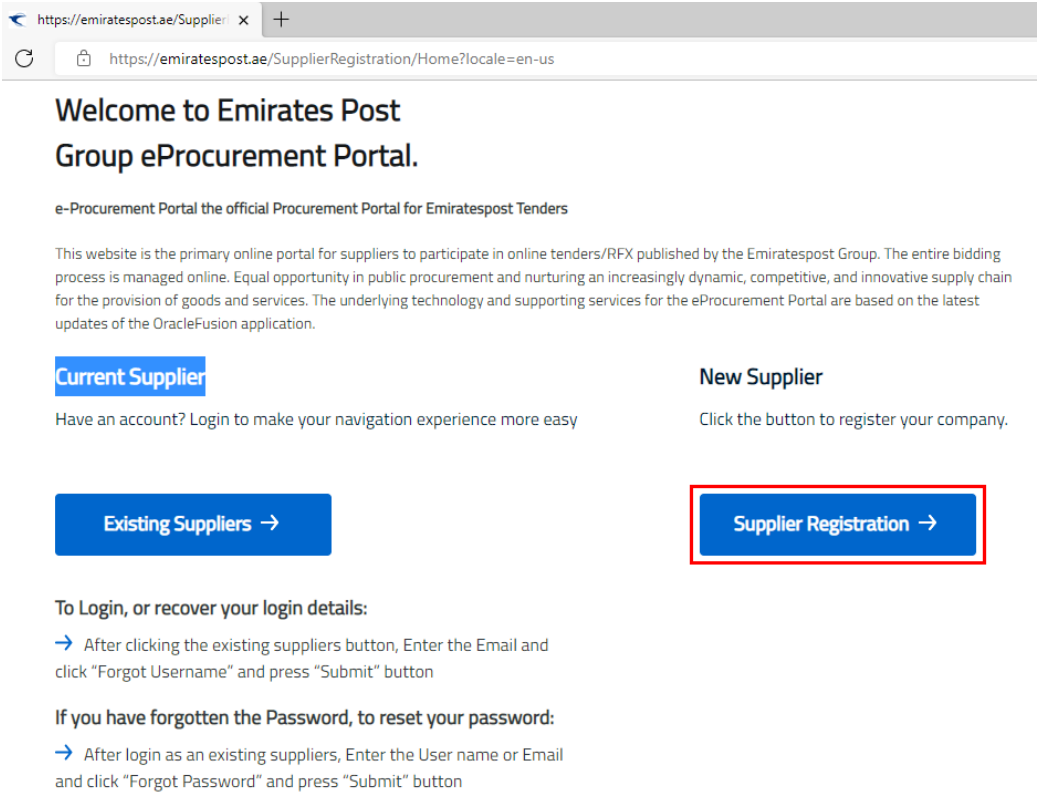
Supplier Self Registration
New Supplier

Link:

https://fa-etwa-saasfaprod1.fa.ocs.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuId=300000003311013

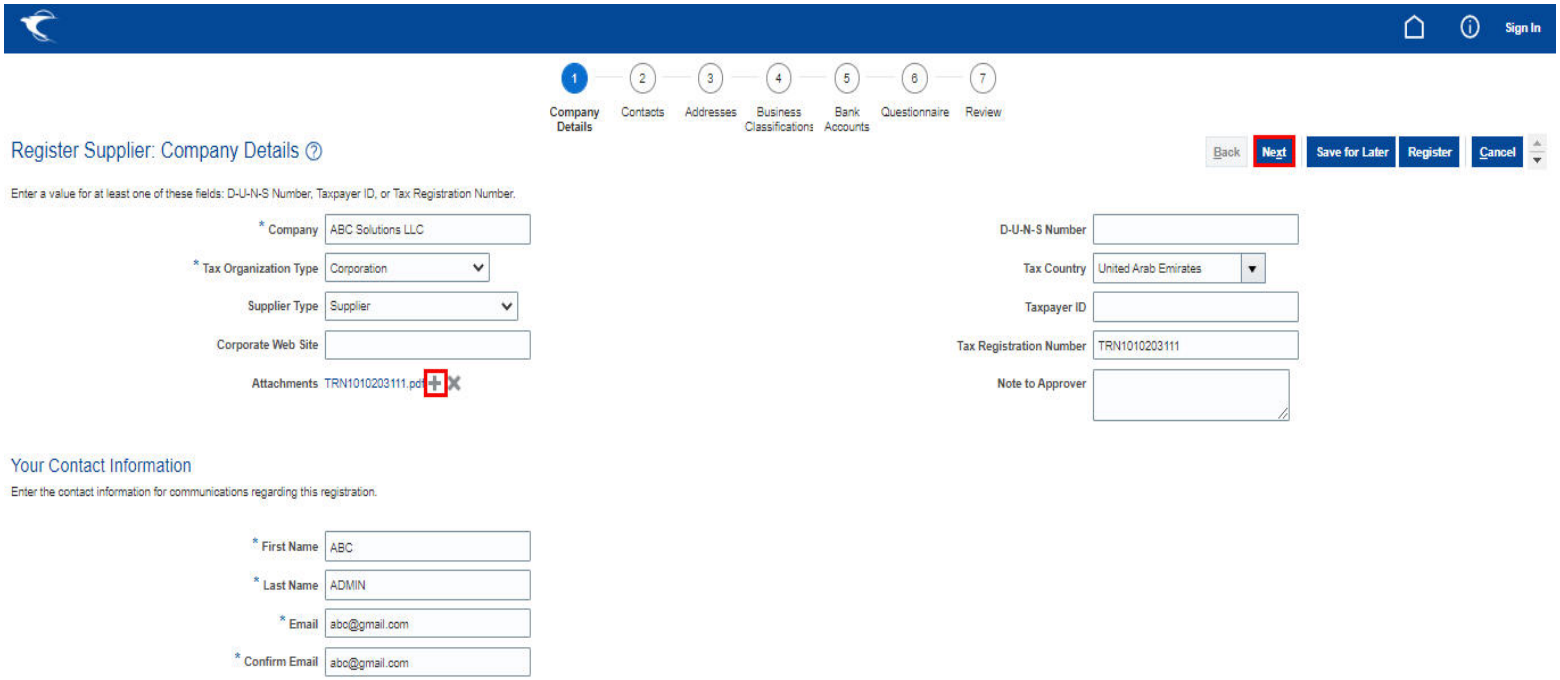
Supplier Registration / New Supplier

If you are New Supplier, Please click the **Supplier Registration** button and provide the required details



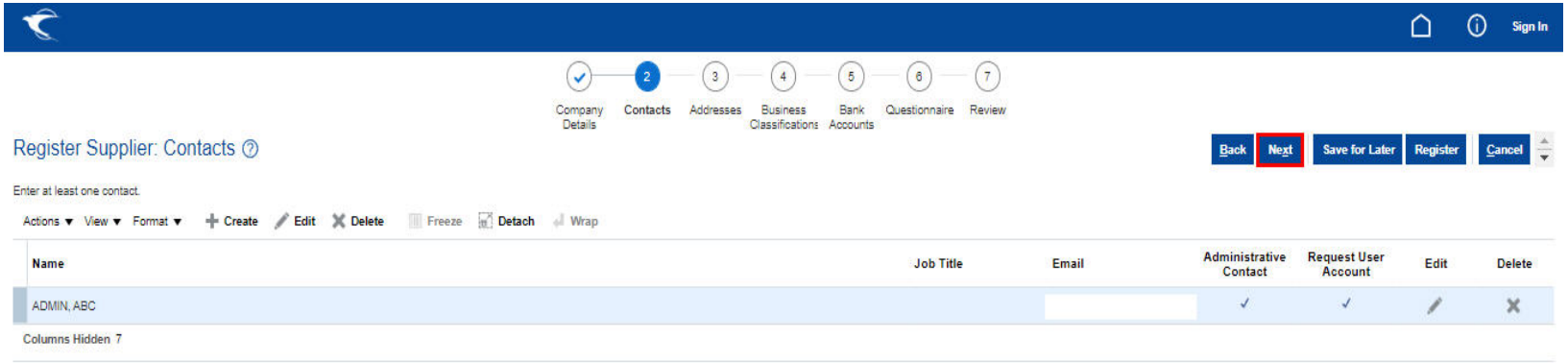
Supplier Registration / New Supplier

Enter the appropriate details and click “Next”



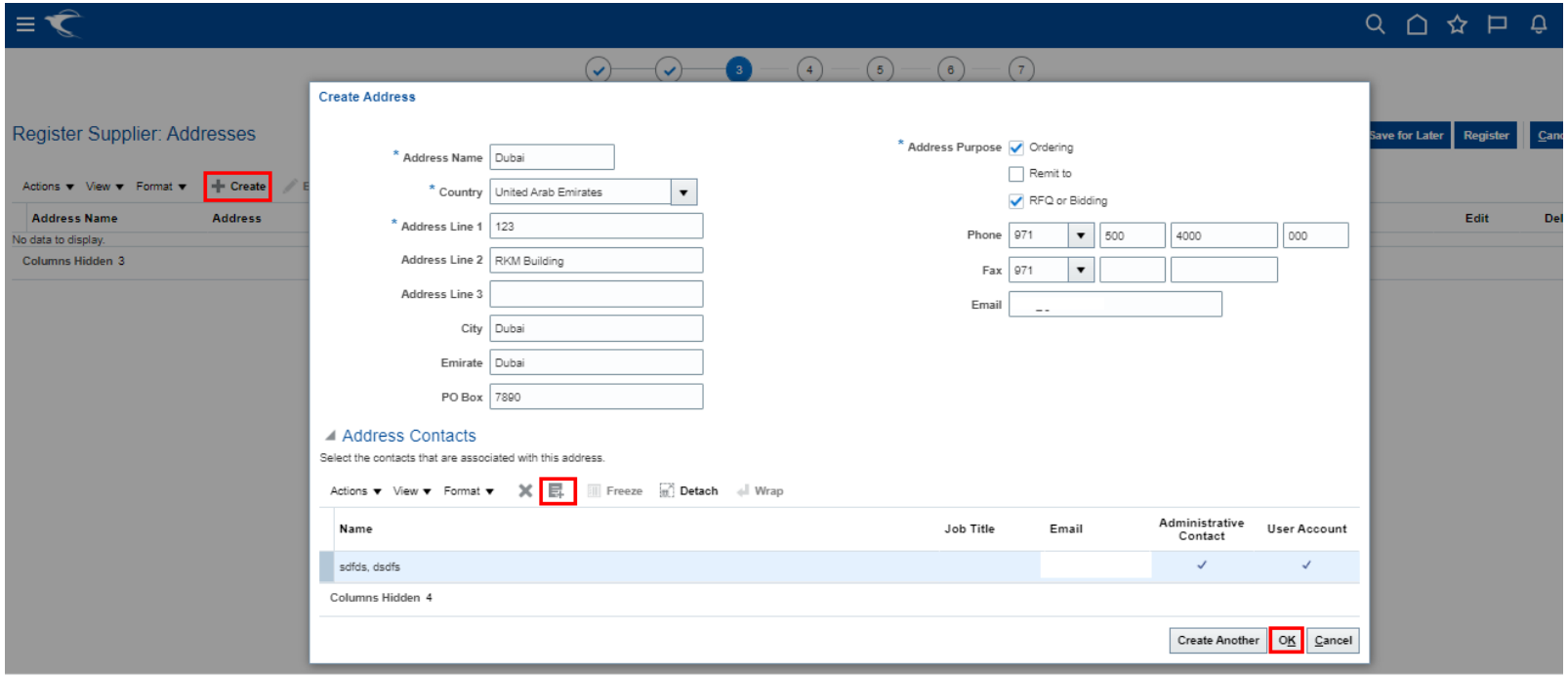
Supplier Registration / New Supplier

Click Next to add Addresses and select the Address Purpose as “Ordering” & “Remit to” then follows by update the appropriate business classification



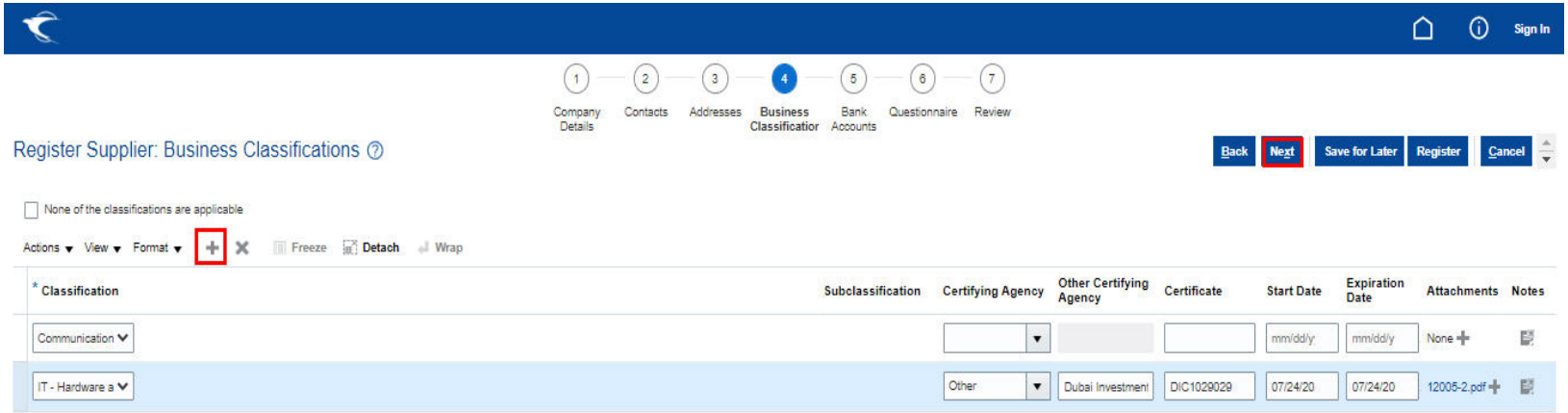
Supplier Registration / New Supplier

Click “+” to add Addresses and select the Address Purpose as “Ordering” & “Remit to” then Click “Next” follows by update the appropriate business classification.



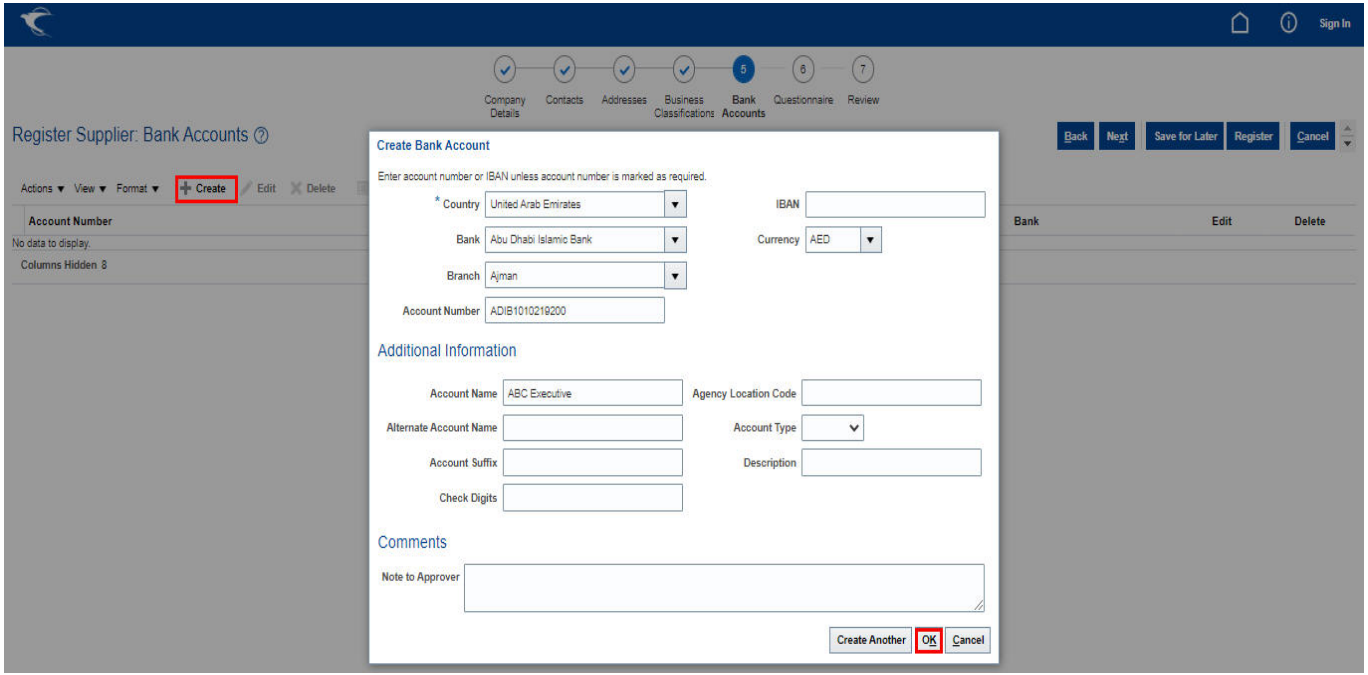
Supplier Registration / New Supplier

Click “+” to add the appropriate business classification then click “Next”



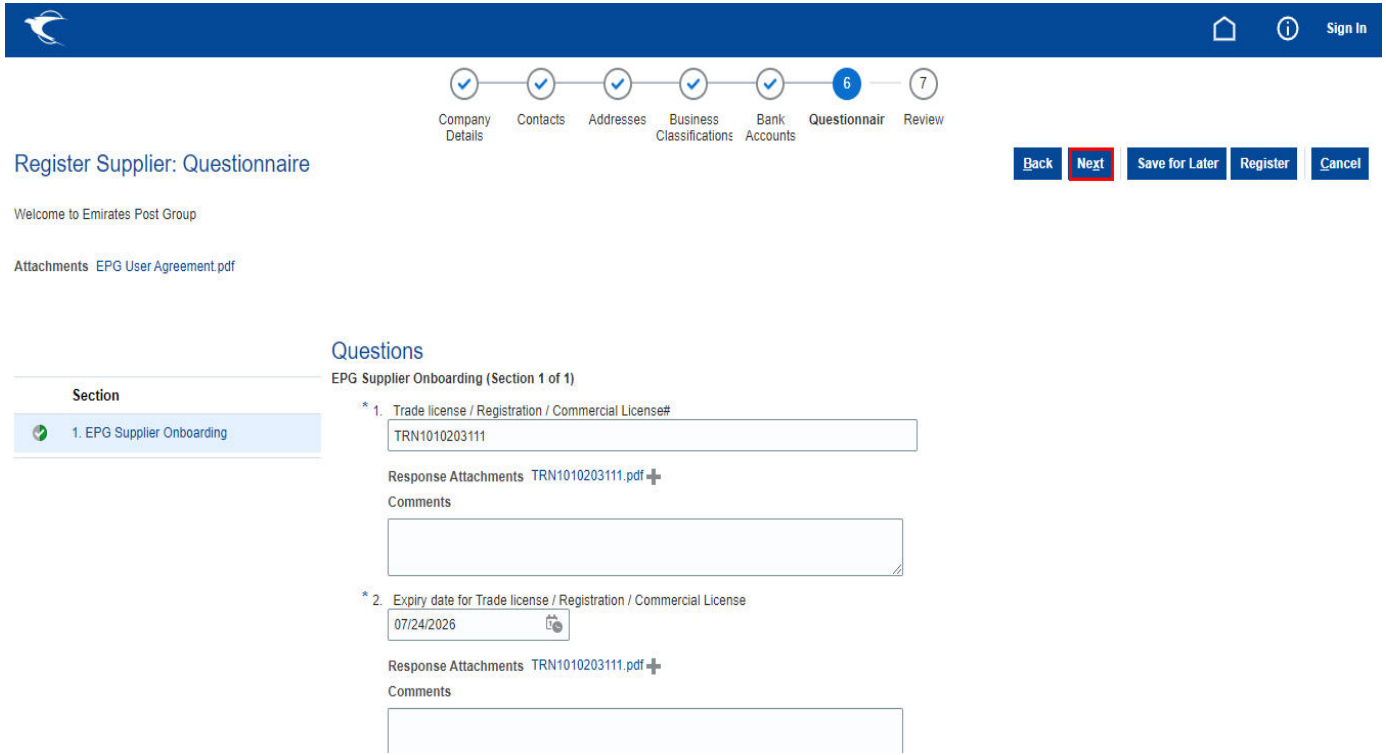
Supplier Registration / New Supplier

Create & add the Bank Accounts and Click OK



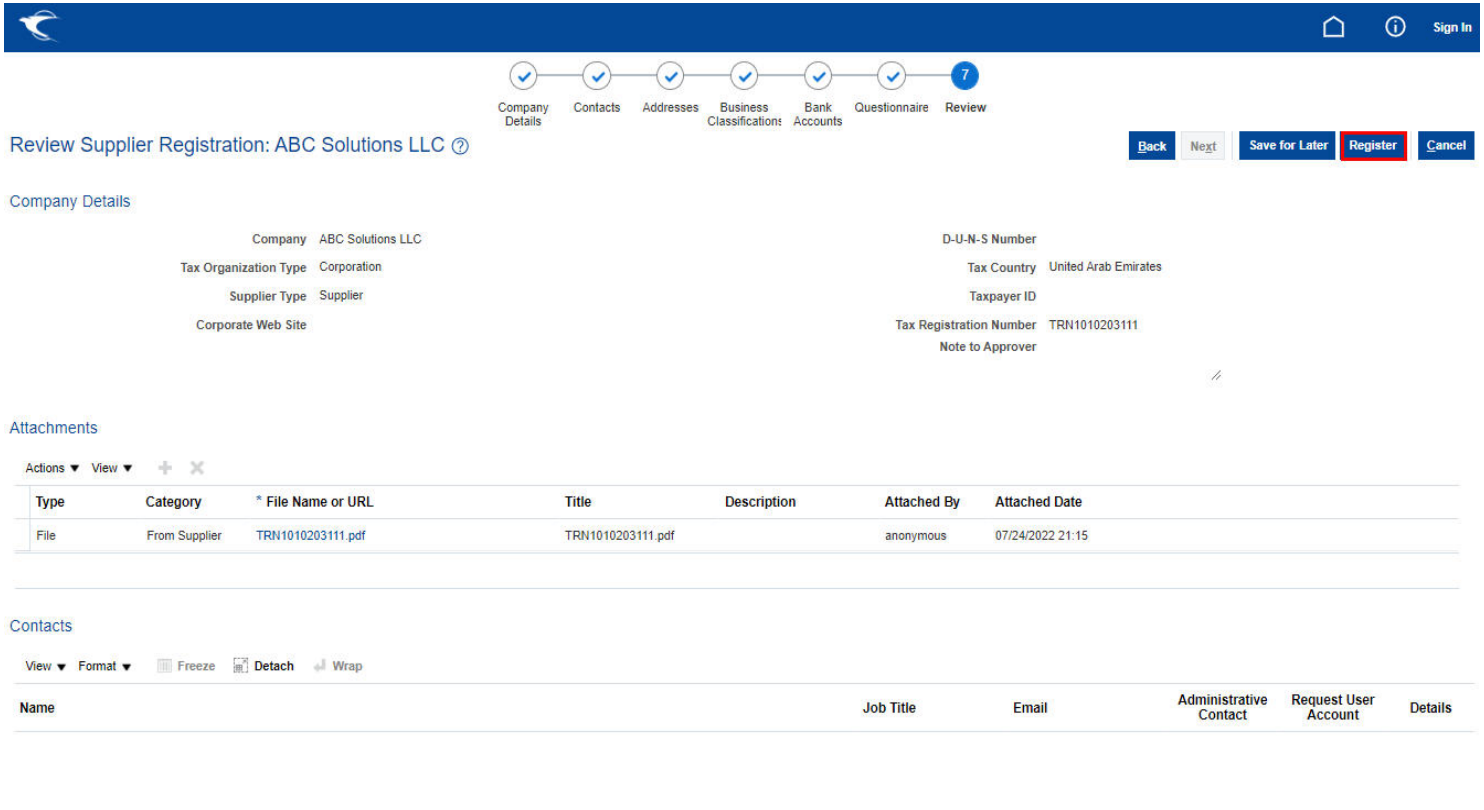
Supplier Registration / New Supplier

Enter the appropriate response on the onboarding questionnaire and click “Next”



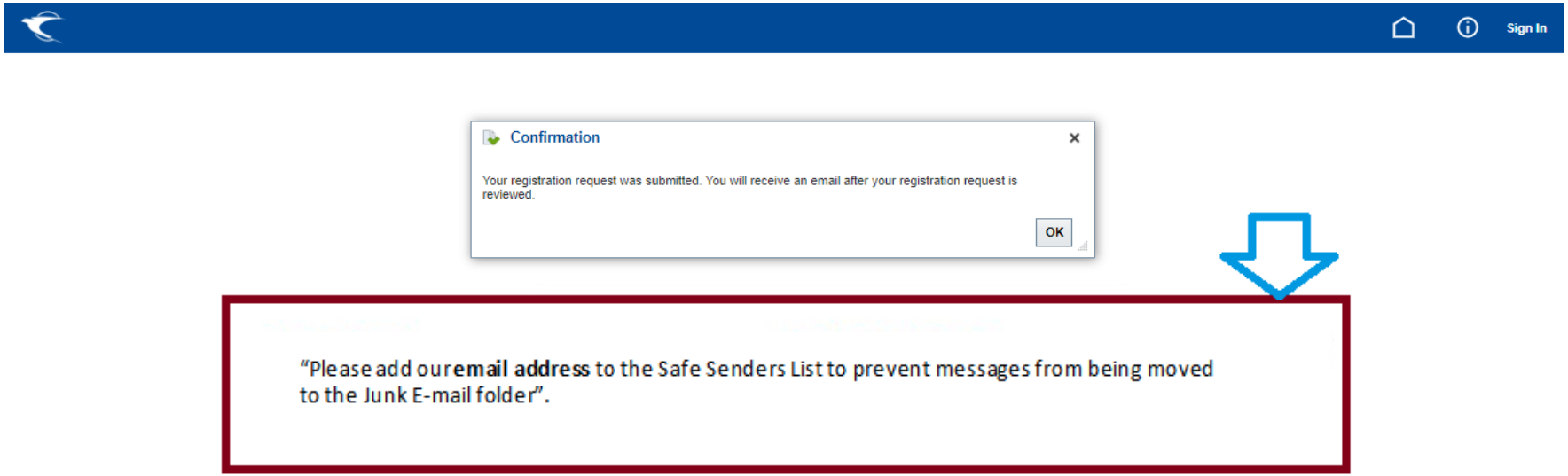
Supplier Registration / New Supplier

Review the details and Click Register



Supplier Registration / New Supplier / Confirmation

The registration notification email will be triggered to your registered email



Access the Supplier Portal – Login Information

The Supplier will receive an initial email with the login information.

Dear ABC ADMIN,

Congratulations! Your Emirates Post Group(EPG) Company user account has been successfully created.

Please follow the link below to reset your password.

https://fa-etwa

For any issues, contact Emirates Post Group Help Desk.

Remarks:
1. Please reset your user account password by clicking Forgot Password
2. Your user name will be your contact e-mail registered with Emirates Post Group Company

e-Procurement Portal the official Procurement Portal for Emiratespost Tenders

This website is the primary online portal for suppliers to participate in online tenders/RFX published by the Emiratespost Group. The entire bidding process is managed online. Equal opportunity in public procurement and nurturing an increasingly dynamic, competitive, and innovative supply chain for the provision of goods and services. The underlying technology and supporting services for the eProcurement Portal are based on the latest updates of the OracleFusion application.

مرحبًا بكم في بوابة مشتريات مجموعة بريد الإمارات

بوابة المشتريات الإلكترونية البوابة الرسمية لمشتريات عطاءات بريد الإمارات هذا الموقع هو البوابة الإلكترونية الرئيسية للموردين للمشاركة في المناقصاتالإلكترونية التي تنشرها مجموعة بريد الإمارات وتتم إداره عمليه المزايده بالكامل عبر الإنترنت. تكافؤ الفرص في المشتريات العامة ور عاية سلسلة توريد ديناميكية ومنافسية ومبتكرة بشكل متزايد لتوفير السلع والخدمات، حيث تعتمد التكنولوجيا الأساسية والخدمات الداعمة لبوابة المشتريات الإلكترونية على أحدث التقنيات لتطبيق أوراكل فيوجن.

Thank You,
Emirates Post Group

Supplier Self Registration
Existing Supplier

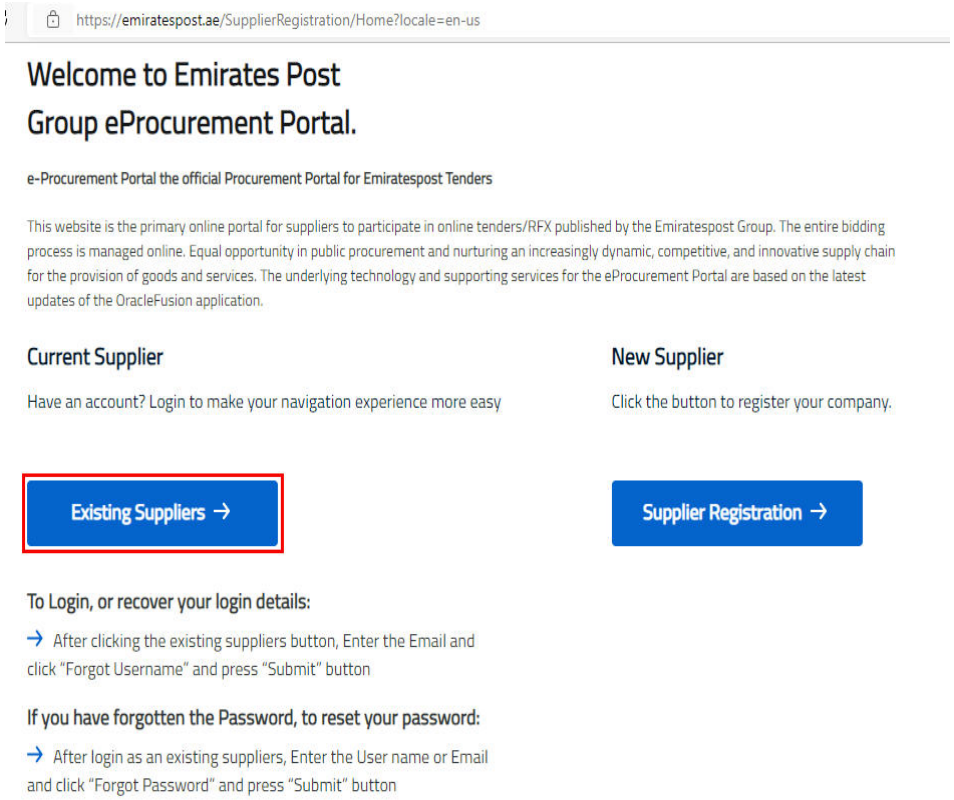
Link:

https://fa-etwa-saasfaprod1.fa.ocs.oraclecloud.com/supplierPortal/faces/FndOverview?

Supplier Self Registration - Existing Supplier

Click Existing Suppliers button in the following link,

https://emiratespost.ae/SupplierRegistration

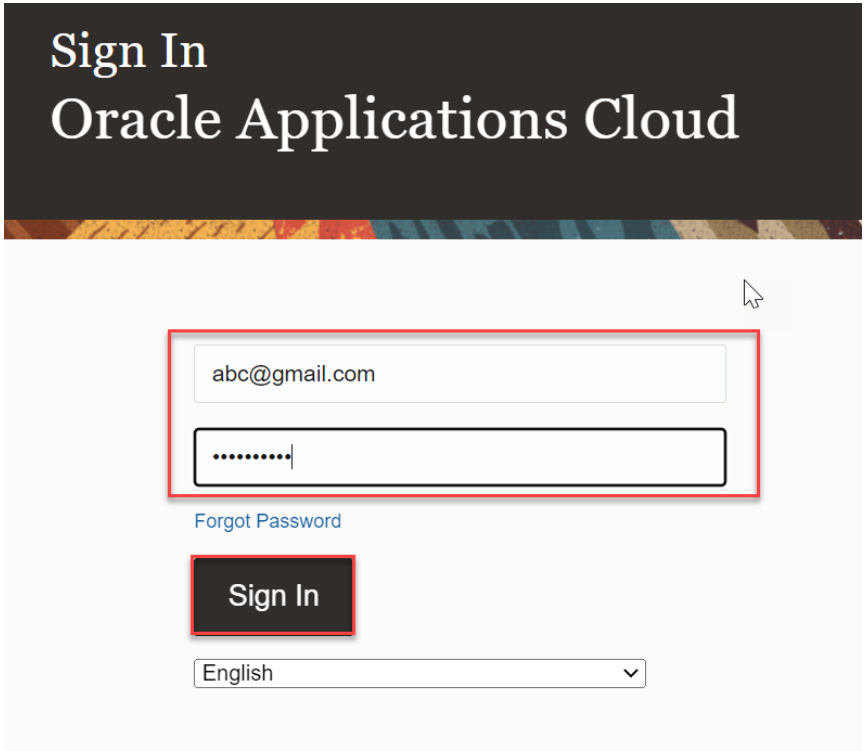


Supplier Self Registration - Existing Supplier

- Enter your user name as your registered email with the Emirates Post Group eProcurement Portal.
- Enter your password.
- Then click the **Sign In** button.

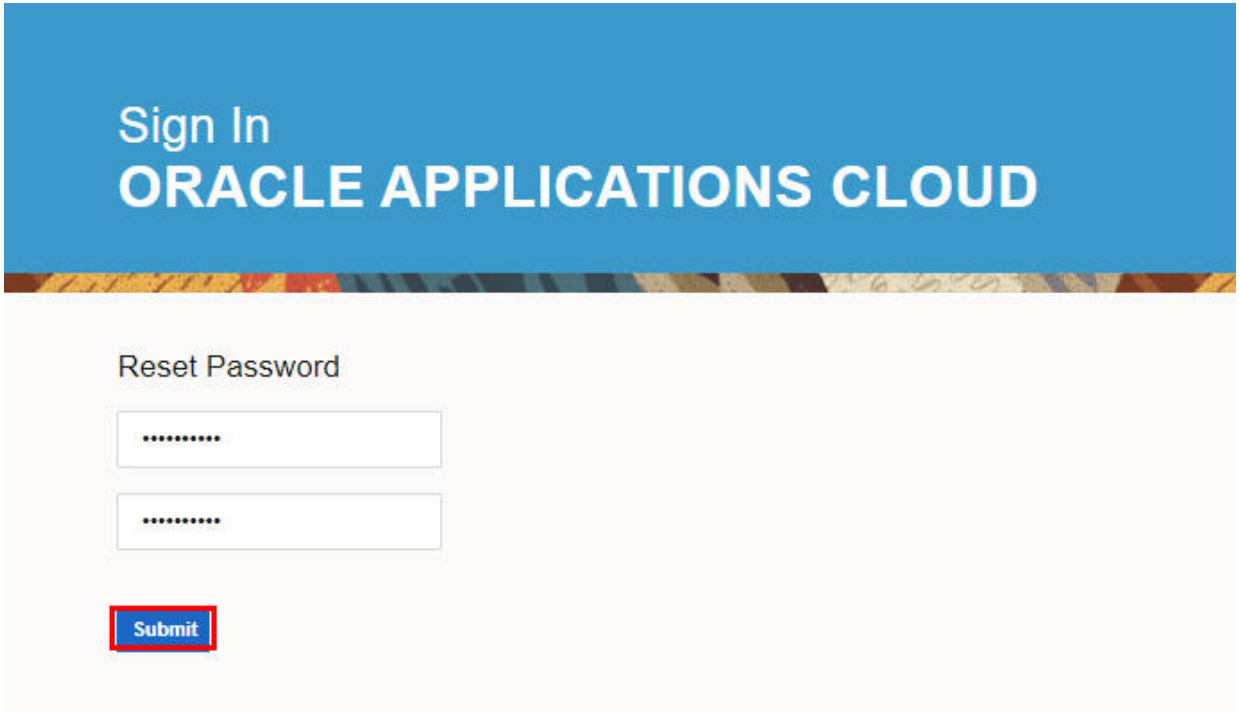
To log in or Recover your login details:

After clicking the existing supplier button, Enter the Email and click "Forgot Username" or "Forgot Password" and press the "Submit" button.



Access the Supplier Portal

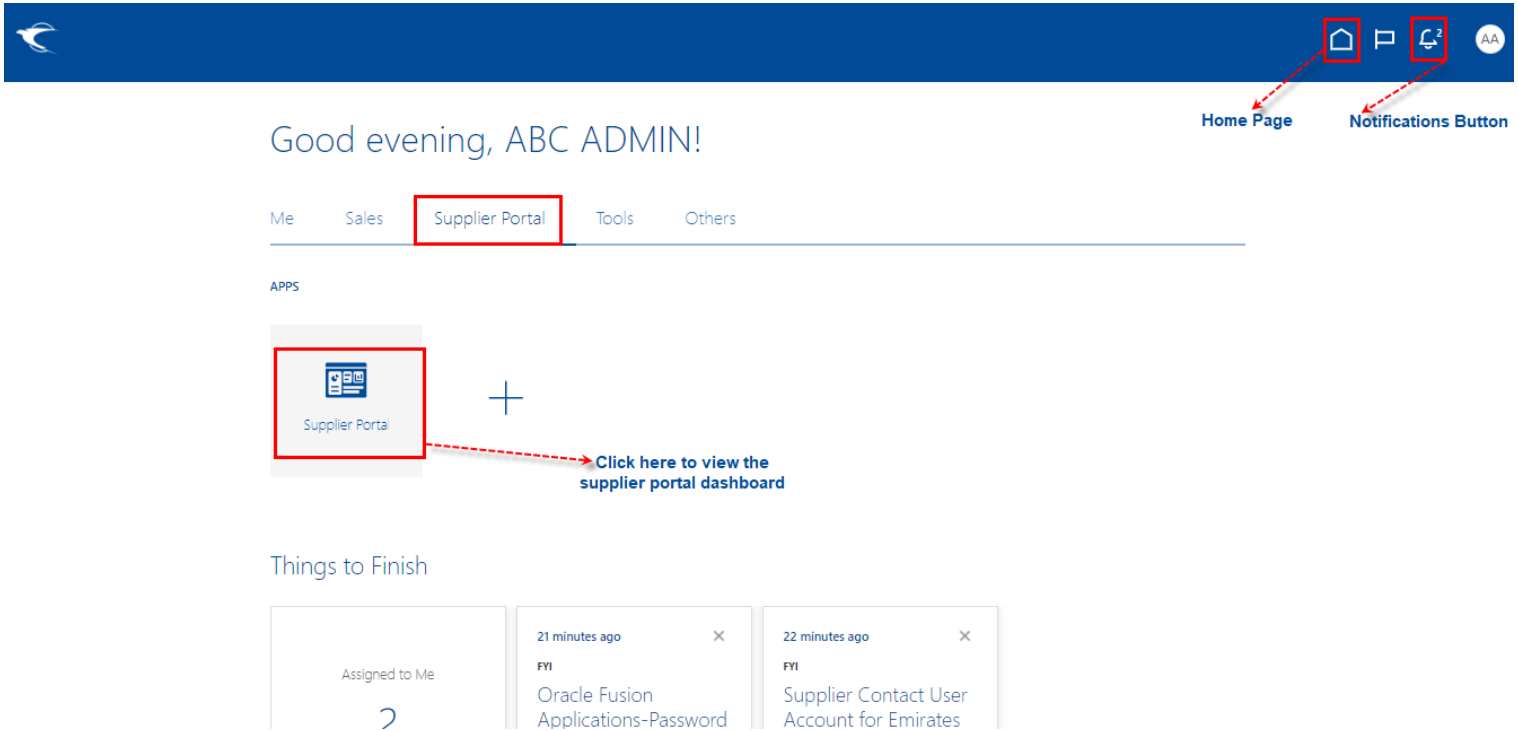
Please reset your account password and Click Submit button



Access Supplier Portal Home Page

Access the Supplier Portal

This can find the home page as per below screenshot once sign in



Thank You