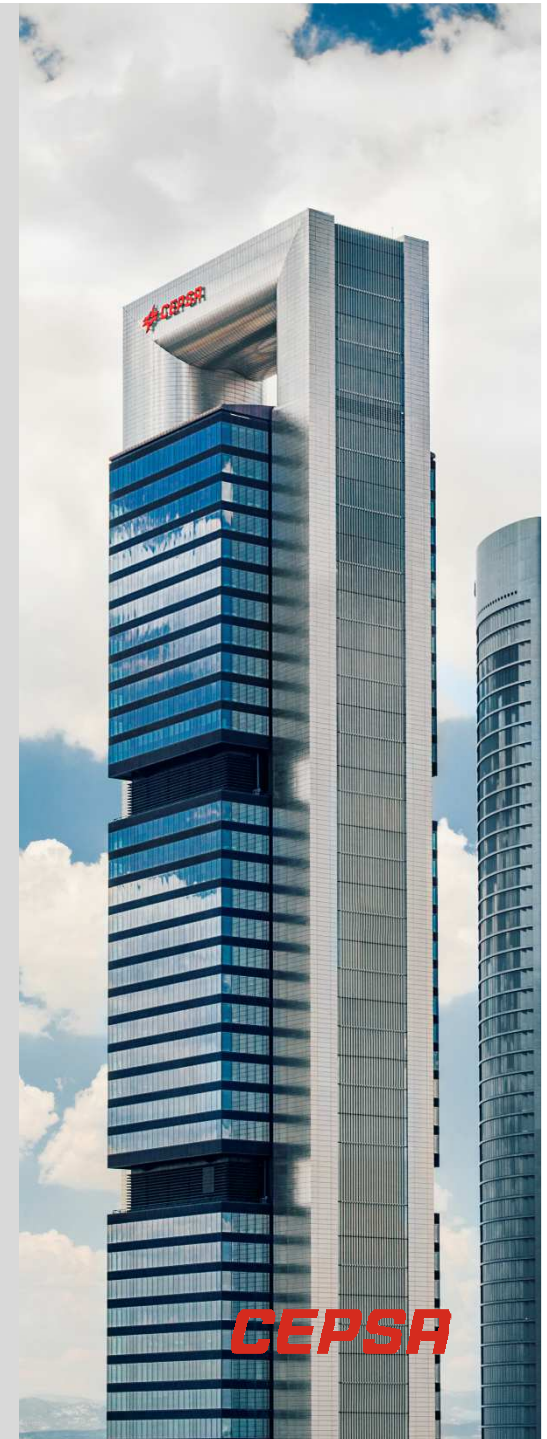




# Manual for the Self-registration in the Reserved Area and subscription in the C2S platform

June 2019

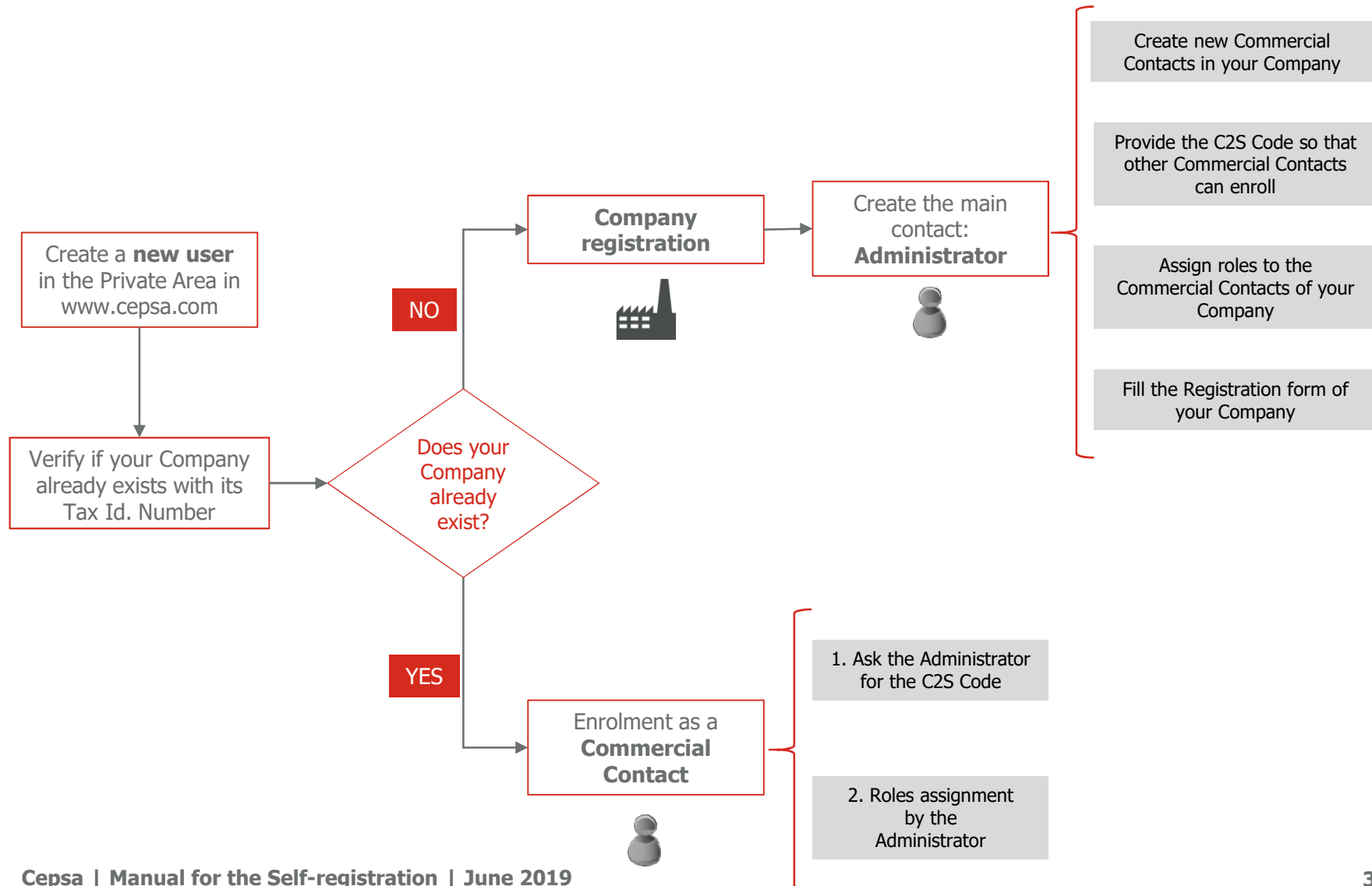
Suppliers Development - PROCUREMENT



# Index

- Self-registration of the Company and the Administrator [p. 4]
- Self-registration as a Commercial Contact [p. 15]
- Access to the platform C2S [p. 21]
- Help-desk [p. 38]
- Registration and Homologation Diagram [p. 40]

# Scheme of the process of self-registration and subscription in the C2S platform



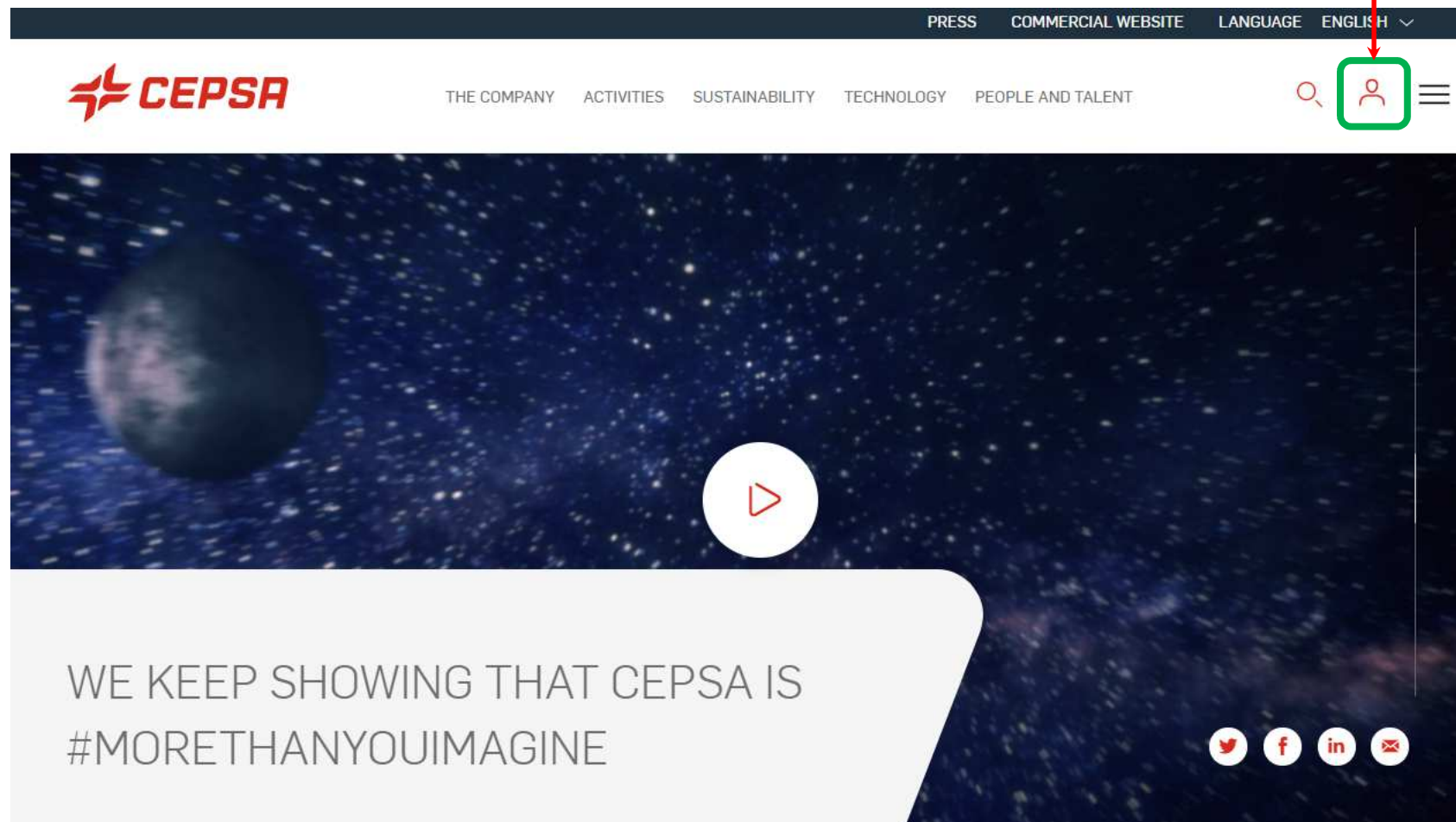


# Self-registration of the Company and the Administrator

**CEPSA**

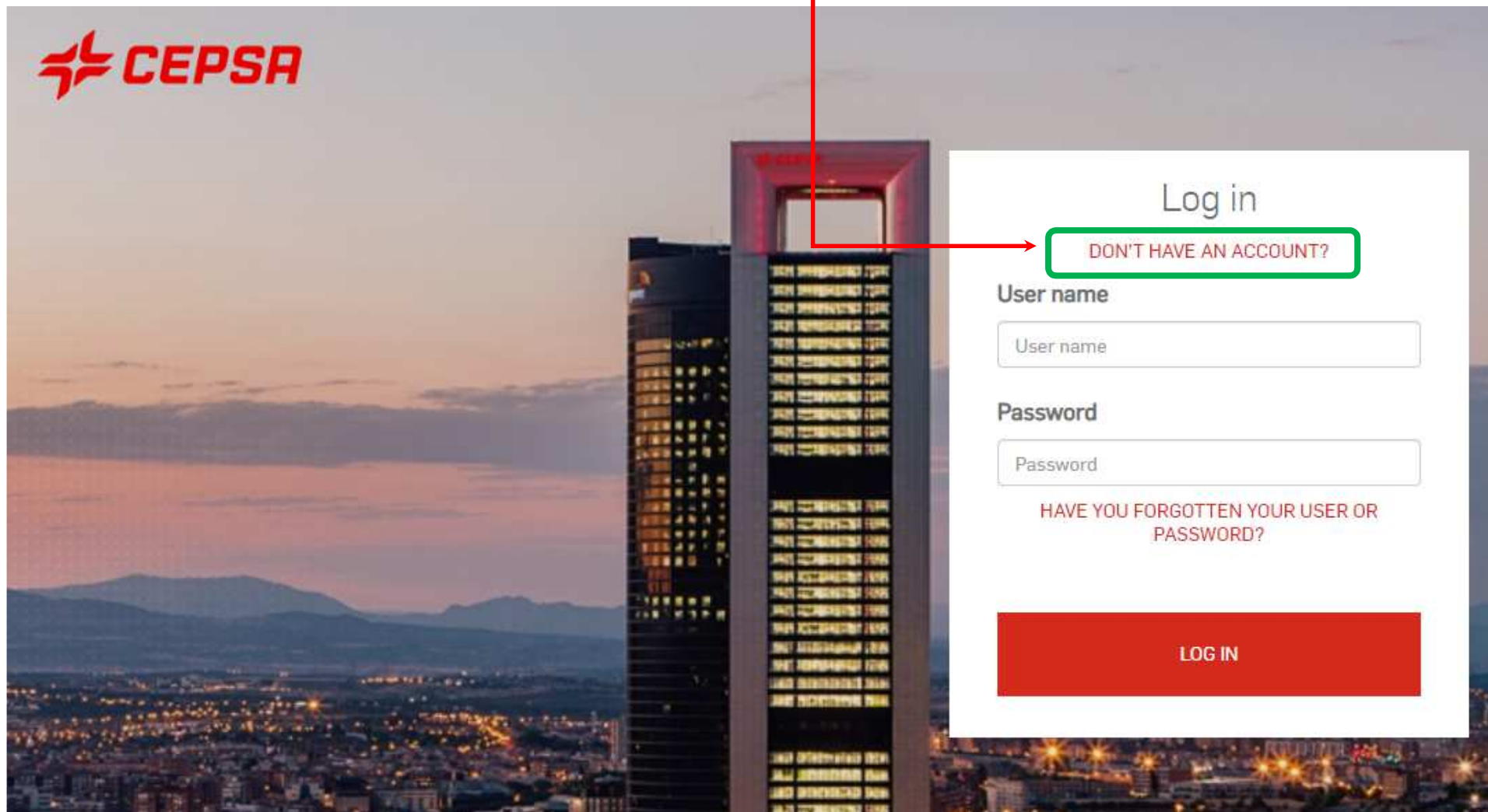
## Access to the Suppliers Reserved Area

Access to [www.cepsa.com](http://www.cepsa.com) and click the button



## Self-registration of the Company and the Administrator

Create a new account at the Private Area if you do not still have one



The image shows a screenshot of the CEPSA website's login interface. The background features a cityscape at dusk with a tall, illuminated skyscraper. In the top left corner, the CEPSA logo is displayed in red. On the right side, there is a white login box. Inside this box, the text "Log in" is at the top. Below it, a link "DON'T HAVE AN ACCOUNT?" is highlighted with a green rectangular border. A red arrow originates from the underlined text "Private Area" in the text above and points directly to this link. Below the link are two input fields: "User name" and "Password". Underneath these fields is the text "HAVE YOU FORGOTTEN YOUR USER OR PASSWORD?". At the bottom of the login box is a large red button labeled "LOG IN".

## Self-registration of the Company and the Administrator

Complete all the fields and press the button “Continue”.

Create your account

[I ALREADY HAVE AN ACCOUNT](#)

COMPLETE THE FOLLOWING FORM

**PERSONAL INFORMATION**

E-MAIL

E-Mail

CONFIRM YOUR E-MAIL

Write your email again

NAME


Name

SURNAME

Surname

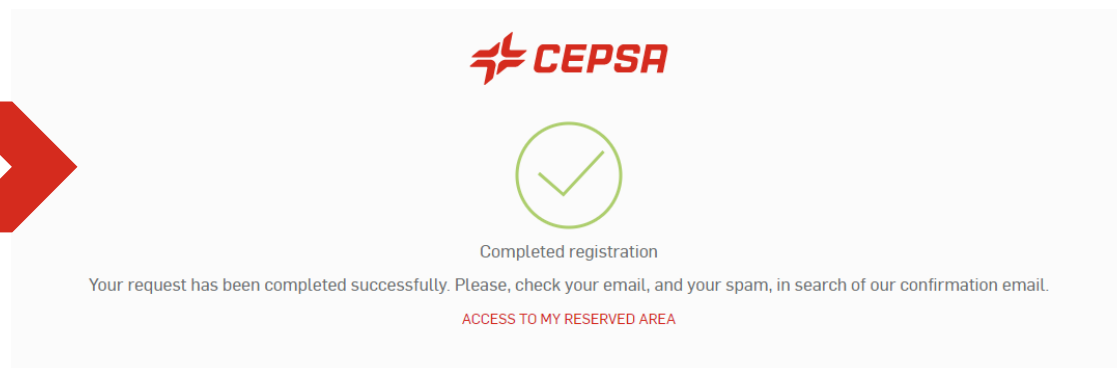
SECOND SURNAME (OPTIONAL)

Second surname

☐ I'm not a robot   
reCAPTCHA  
Privacy - Terms

☐ Accept [the Privacy Policy](#)

CONTINUE



## Self-registration of the Company and the Administrator

You will receive an email with a link to activate your new account



### Registration confirmation

Thank you for registering on CEPSA, an account has been created with the user name:

To verify, click on the link below or, in case of an error message, copy the link and paste it into your browser.

HERE IS THE LINK

Once the account has been verified, you will need to enter your username and password to access the functionalities that interest you.

Good luck



### Email address verified correctly

Your request has been successfully completed.


[Access my Reserved Area](#)

Customer Service Helpdesk: : +34 902 090 419 / [atencion.cliente@cepsa.com](mailto:atencion.cliente@cepsa.com)

Once verified the account a new user in the Private Area has been created



Subscribe to the service **C2S – CEPSA Sourcing & Suppliers**.

  
MY ACCOUNT

END SESSION

HOME

MY PROFILE

SERVICES REGISTRATION

THIS SECTION IS AVAILABLE IN  
OTHER LANGUAGES

ENGLISH

PORTUGUÊS  
(BR)

FRANÇAIS


ESPAÑOL

SERVICES REGISTRATION

This is the list of services offered by CEPSA. In each you will be asked for specific information for the service you wish to subscribe

PURCHASING

REGISTER IN CEPSA SOURCING & SUPPLIERS

 REGISTER

## Self-registration of the Company and the Administrator

The system verifies if your Company is already registered. There are two options:

1

The Company it is not registered yet in C2S

2

The Company is already registered in C2S

MY ACCOUNT

END SESSION

HOME

MY PROFILE

SERVICES REGISTRATION

### CEPSA SOURCING & SUPPLIERS (C2S) SIGN UP

Verify if your company is already registered

NATIONALITY OF YOUR COMPANY

Select an option

TAX IDENTIFICATION NUMBER OF YOUR COMPANY ⓘ

Tax identification number of your company

Customer Service Helpdesk: +34 902 090 419 / [atencion.cliente@cepsa.com](mailto:atencion.cliente@cepsa.com)

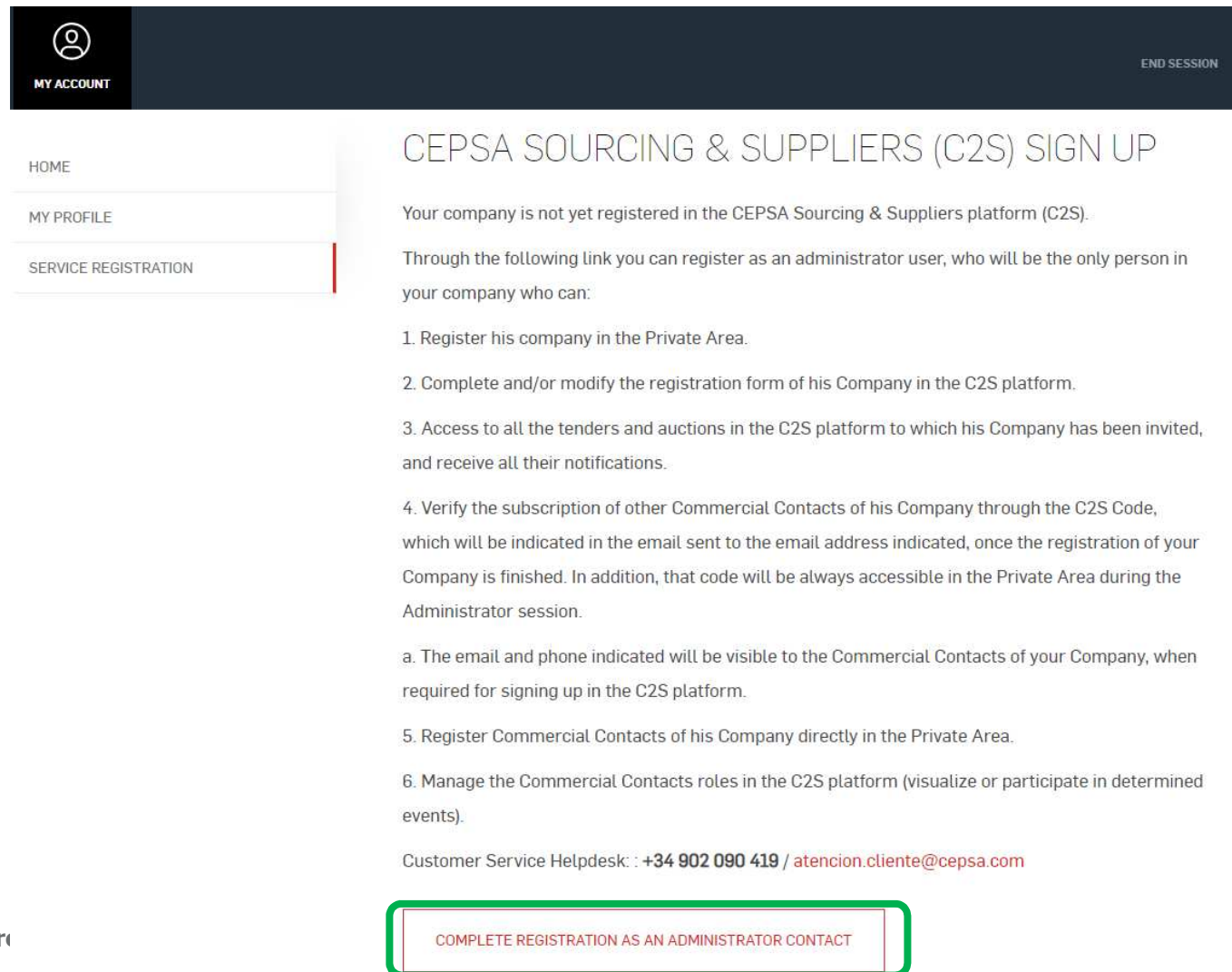
CONTINUE

If the country where the Company is set up is a member of the European Community (EC) you must fill the **European VAT Number**

Customer Service Helpdesk: : +34 902 090 419 / [atencion.cliente@cepsa.com](mailto:atencion.cliente@cepsa.com)

1

**If your Company is not registered yet:** the following message will be showed. Click on “**Complete registration as an administrator contact**” to continue



MY ACCOUNT

END SESSION

HOME

MY PROFILE

SERVICE REGISTRATION

### CEPSA SOURCING & SUPPLIERS (C2S) SIGN UP

Your company is not yet registered in the CEPSA Sourcing & Suppliers platform (C2S).

Through the following link you can register as an administrator user, who will be the only person in your company who can:

1. Register his company in the Private Area.
2. Complete and/or modify the registration form of his Company in the C2S platform.
3. Access to all the tenders and auctions in the C2S platform to which his Company has been invited, and receive all their notifications.
4. Verify the subscription of other Commercial Contacts of his Company through the C2S Code, which will be indicated in the email sent to the email address indicated, once the registration of your Company is finished. In addition, that code will be always accessible in the Private Area during the Administrator session.
  - a. The email and phone indicated will be visible to the Commercial Contacts of your Company, when required for signing up in the C2S platform.
5. Register Commercial Contacts of his Company directly in the Private Area.
6. Manage the Commercial Contacts roles in the C2S platform (visualize or participate in determined events).

Customer Service Helpdesk: : **+34 902 090 419** / [atencion.cliente@cepsa.com](mailto:atencion.cliente@cepsa.com)

**COMPLETE REGISTRATION AS AN ADMINISTRATOR CONTACT**



**If your Company is not registered yet:** complete all the fields. Check that the information is correct.

MY ACCOUNT END SESSION

HOME  
MY PROFILE  
SERVICES REGISTRATION

## REGISTRATION IN CEPESA SOURCING & SUPPLIERS (C2S) - COMPANY REGISTRATION

### Company data

COMPANY'S SOCIAL DENOMINATION

COUNTRY OF RESIDENCE (OF THE COMPANY)

SPAIN



**If your Company is not registered yet:** registration succeeded.



**Remark:** to be a **VALID supplier** you have to end your Company **registration** filling all its data at **CEPSA SUPPLIERS** [p. 24]

Registration has been completed successfully

We confirm that you have registered your Company correctly. **In order to be a valid Cepsa supplier you need to complete the questionnaire in Cepsa SUPPLIERS.** Access here: **C2S Access** and access to Cepsa SUPPLIERS Section.

We have now sent you an email with the C2S Code that the Commercial Contacts of your company will need in order to register. You can also register them yourself directly via this link: **Register Commercial Contact**.

- Clicking on the option “**C2S Access**” you will CEPSA SUPPLIERS Section. Should you have any doubt, please contact this Helpdesk:

### Suppliers Helpdesk

Tel: +34 91 426 4910

Mail: [cepsasuppliers@cepsa.net](mailto:cepsasuppliers@cepsa.net)

- Clicking on the option “Register Commercial Contacts of your Company” you can create another contact, who must have a user already created in the Private Area. **Please go to page 5 of this Manual.**

2

**If your Company is already registered:** go to the chapter Self-registration as a Commercial Contact [p. 14].



Self-registration as a Commercial Contact



# Self-registration as a Commercial Contact

**CEPSA**

## Self-registration as a Commercial Contact

Access to [www.cepsa.com](http://www.cepsa.com) and create a new account at the Private Area if you do not still have one (detailed at the Self-registration of the Company and the Administrator [p. 4].)

CEPSA

THE COMPANY ACTIVITIES SUSTAINABILITY TECHNOLOGY PEOPLE AND TALENT

Log in

DON'T HAVE AN ACCOUNT?

User name

Password

HAVE YOU FORGOTTEN YOUR USER OR PASSWORD?

LOG IN

Create your account

I ALREADY HAVE AN ACCOUNT

COMPLETE THE FOLLOWING FORM

PERSONAL INFORMATION

E-MAIL

E-Mail

CONFIRM YOUR E-MAIL

Write your email again

NAME

Name

SURNAME

Surname

SECOND SURNAME (OPTIONAL)

Second surname

☐ I'm not a robot

☐ Accept the Privacy Policy

CONTINUE

Email address verified correctly

Your request has been successfully completed.

Access my Reserved Area

Completed registration

Your request has been completed successfully. Please, check your email, and your spam, in search of our confirmation email.

ACCESS TO MY RESERVED AREA

Once verified the account a new user in the Private Area has been created



## Self-registration as a Commercial Contact

Subscribe to the CEPSA Sourcing & Suppliers (C2S) service and verify if the Company already exists.

MY ACCOUNT

END SESSION

THIS SECTION IS AVAILABLE IN  
OTHER LANGUAGES

ENGLISH PORTUGUÊS (BR) FRANÇAIS ESPAÑOL

HOME

MY PROFILE

SERVICES REGISTRATION

SERVICES REGISTRATION

This is the list of services offered by CEPSA. In each you will be asked for specific information for the service you wish to subscribe

### PURCHASING

REGISTER IN CEPSA SOURCING & SUPPLIERS

REGISTER

MY ACCOUNT

END SESSION

HOME

MY PROFILE

SERVICES REGISTRATION

## CEPSA SOURCING & SUPPLIERS (C2S) SIGN UP

Verify if your company is already registered

NATIONALITY OF YOUR COMPANY

Select an option

TAX IDENTIFICATION NUMBER OF YOUR COMPANY ⓘ

Tax identification number of your company

Customer Service Helpdesk: +34 902 090 419 / [atencion.cliente@cepsa.com](mailto:atencion.cliente@cepsa.com)

CONTINUE

If the country where the Company is set up is a member of the European Community (EC) you must fill the **European VAT Number**

## Self-registration as a Commercial Contact

As your Company has already been registered by another employee of your Company, the following message will be showed.

- The **email** and **phone** of the Administrator (the one who registered your Company) are showed. He should provide you the **C2S Code** needed for your enrolment as a Commercial Contact.

MY ACCOUNT

END SESSION

HOME

MY PROFILE

SERVICES REGISTRATION

### CEPSA SOURCING & SUPPLIERS (C2S) SIGN UP

Your Company is already registered in the platform CEPSA Sourcing & Suppliers (C2S).

For your subscription as a Commercial Contact of your Company you should contact the account

Administrator email: phone number:

This administrator will provide you the C2S Code, which must be available in his Private Area session at [www.cepsa.com](http://www.cepsa.com), so that you will be able to conclude your registration as a Commercial Contact.

Customer Service Helpdesk: : **+34 902 090 419** / [atencion.cliente@cepsa.com](mailto:atencion.cliente@cepsa.com)

COMPLETE REGISTRATION AS A BUSINESS PARTNER

## Self-registration as a Commercial Contact

Complete all the fields once the Administrator has provided to you the C2S Code.

The screenshot shows a web interface for 'REGISTRATION IN CEP SA SOURCING & SUPPLIERS (C2S)'. On the left is a dark blue header with a user icon and 'MY ACCOUNT' text, and an 'END SESSION' link. Below the header is a sidebar menu with 'HOME', 'MY PROFILE', and 'SERVICES REGISTRATION' (the last one is highlighted with a red vertical bar). The main content area has the title 'REGISTRATION IN CEP SA SOURCING & SUPPLIERS (C2S)' and a section 'Company data'. Under 'Company data', there is a yellow highlighted box containing the text 'CODE C2S'. Below this is a text input field with the placeholder 'Code C2S'. Further down is a section titled 'User data'.

## Self-registration as a Commercial Contact

Successful registration as a Commercial contact.



We confirm that you have successfully registered as a commercial contact for your company.

The Administrator needs to manage the roles of this Commercial Contact in C2S in order to him be able to visualize or participate in determined events.

Access to:

MANAGEMENTS > C2S PURCHASING PLATFORM > C2S Access > CEPSA Sourcing > Main menu > User Management

Remember that you will only have access to the auctions or tenders if your Company Administrator **has assigned you the corresponding roles in Cepsa Sourcing**. Please follow the instructions above.

### Sourcing Helpdesk

+34 91 787 02 25 (9h-19h GMT+1)  
+ 484-648-1854 (8AM and 6PM EDT GMT -4)  
+ 971 800 836 3377 (8:00 AM to 5:00 PM GMT +4)  
Mail: [cepsasourcing@cepsa.net](mailto:cepsasourcing@cepsa.net)



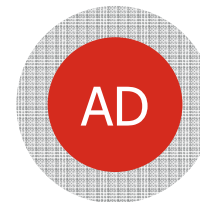
Access to the platform  
C2S – CEPISA Sourcing & Suppliers

**CEPSA**

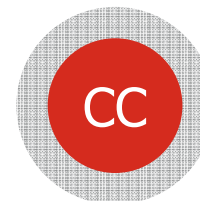
## Screens of the platform C2S – CEPSA Sourcing & Suppliers

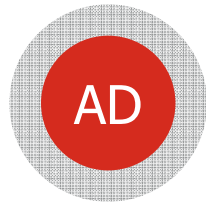
Depending on which kind of user you are, your C2S screens will be different:

If you are the Administrator

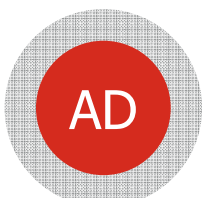


If you are the Commercial Contact





**Administrator**



**If you are the Administrator:** clicking on the green highlighted option you can enter the C2S platform.

The screenshot displays the C2S platform interface. On the left sidebar, under 'C2S PURCHASING PLATFORM', the 'Access C2S' option is highlighted with a green border. Below it, 'C2S Code' is highlighted with a blue border. A red arrow points from the 'C2S Code' option to a dashed red box containing text. The top navigation bar includes 'MY ACTIVITY', 'DOCUMENTATION', 'MY ACCOUNT', and 'END SESSION'. The main content area features a banner for 'ACCESS C2S' and a list of languages: 'ENGLISH', 'PORTUGUÊS (BR)', 'FRANÇAIS', and 'ESPAÑOL'. Below this, there is a paragraph of text and a red 'ACCESS' button with a green border.

HOME

C2S PURCHASING PLATFORM

Access C2S

C2S Code

Account administrator roles

Add commercial contact

Upcoming Tenders

FAQ

SERVICIO Y SOPORTE A EMPRESAS AUXILIARES

ACCESS C2S

THIS SECTION IS AVAILABLE IN OTHER LANGUAGES

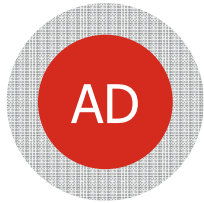
ENGLISH PORTUGUÊS (BR) FRANÇAIS ESPAÑOL

Find out more here about C2S, Cepsa Sourcing & Suppliers, the Cepsa Purchasing Platform. In the Cepsa Suppliers' Area, you can manage your registration and approval as a supplier to the company, and in the Cepsa Sourcing Area, you can submit bids and tenders for projects you are invited to bid for.

ACCESS

In this option the **C2S Code** is available. You will have to provide it to the Commercial Contacts to finish their enrolment





**If you are the Administrator** : you have to Access **CEPSA SUPPLIERS** to end your Company registration. **It is needed to be awarded in a tender or auction.**

**CEPSA**

Salir

**Centro de Soporte CEPSA Sourcing**  
+ 34 91 787 02 25 (9h-19h GMT+1)  
+ 484-648-1854 (8AM and 6PM EDT GMT -4)  
+ 971 800 836 3377 (8:00 AM to 5:00 PM GMT +4)  
Mail: [cepsasourcing@cepsa.net](mailto:cepsasourcing@cepsa.net)

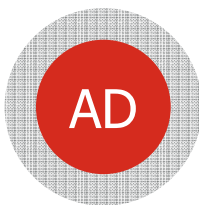
**CEPSA Sourcing**

**Centro de Soporte CEPSA Suppliers**  
Tel: +34 91 426 4910  
Mail: [cepsasuppliers@cepsa.net](mailto:cepsasuppliers@cepsa.net)


**CEPSA Suppliers**

TE INFORMAMOS QUE PARA QUE TU COMPAÑÍA RESULTE ADJUDICATARIA EN ALGUNA LICITACIÓN O SUBASTA EN LA QUE HAYA PARTICIPADO TENDRÁS QUE HABER COMPLETADO TU FORMULARIO DE REGISTRO EN CEPSA SUPPLIERS.

Complete the registration questionnaire. **It is needed to be awarded in a tender or auction.**



**CEPSA SUPPLIERS** **If you are the Administrator:** it must be fulfilled in order to be awarded (it can only be seen and editable by the Administrator).

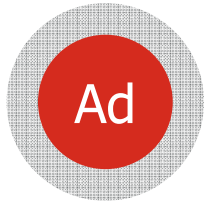
Basic Registration

### Supplier Basic Information

This questionnaire contains the basic information needed to incorporate a supplier to the Supplier Qualification System of CEPSE. The mandatory questions are marked with\*.

#### 1. Identification Data.

Company name:*	<input type="text"/>
Short Name:*	<input type="text"/>
Tax Id. No:*	<input type="text"/>
Company address:*	<input type="text"/>
Post/Zip code:*	<input type="text"/>
P.O. Box:	<input type="text"/>
Town/City:*	<input type="text"/>
County:*	<input type="text"/>
Country:*	<input type="text"/>
Telephone number:*	<input type="text"/>
Fax number:	<input type="text"/>



**CEPSA SUPPLIERS** **If you are the Administrator:** if your Company is already registered in REPRO (Achilles South Europe, S.L.U.) the screen below will be showed. You have to access to the Achilles webpage and update your registration form ([www.achilles.com](http://www.achilles.com)).

Worldwide Global English GO CUSTOMER LOGIN

Buyer Solutions | Supplier Solutions | Communities | Industry Sectors | About Achilles

SEARCH...

**Achilles ROI Benefits Calculator**  
Get an immediate online summary of how Achilles' supplier pre-qualification and risk solutions could benefit your business  
Try it out now →

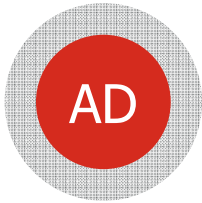
**Creating collaborative communities**  
What we do Communities Sectors

Achilles creates and manages a global network of collaborative industry communities, allowing trading partners to share high quality, structured, real-time data.

Using cloud-based technology, we act as an independent partner providing validated data and insightful analytics to enable buyers to manage risk, and suppliers to increase market reach in their sector.

**Buyers**  
Be better informed, make better decisions  
Access 1000s of pre-qualified suppliers.  
Reduce tendering costs & lead times.  
Reduce supply chain risk & non-compliance.  
[Learn more →](#)

**Suppliers**  
New business opportunities start here  
Win new business from top organisations.  
Drastically reduce time & effort on tenders.  
Get ahead by demonstrating your credentials.  
[Learn more →](#)



**If you are the Administrator:** in **CEPSA SOURCING** you can access to the events to which you have been invited.





**Sourcing Helpdesk**

+34 91 787 02 25 (9h-19h GMT+1)  
+ 484-648-1854 (8AM and 6PM EDT GMT -4)  
+ 971 800 836 3377 (8:00 AM to 5:00 PM GMT +4)  
Mail: [cepsasourcing@cepsa.net](mailto:cepsasourcing@cepsa.net)



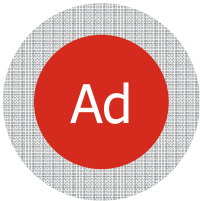
**CEPSA Sourcing**




**CEPSA Suppliers**




WE WILL INFORM YOU THAT BASIC REGISTRATION FORM COMPLETION IN CEPSE SUPPLIERS IS MANDATORY, IN ORDER TO BE A POTENTIAL AWARDED SUPPLIER IN THE TENDER AND AUCTIONS PROCESSES WHICH YOUR COMPANY IS INVOLVED IN.





**CEPSA SOURCING – My RFPs**






My RFPs





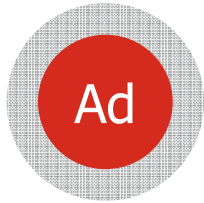


Filter By: 

All RFPs

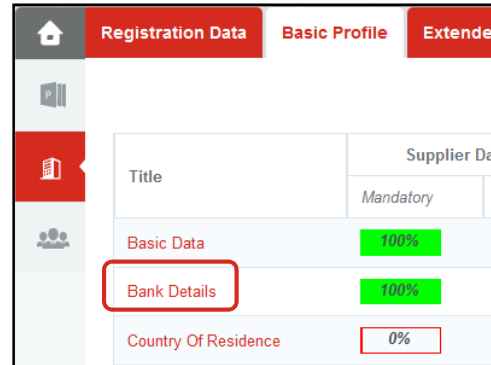
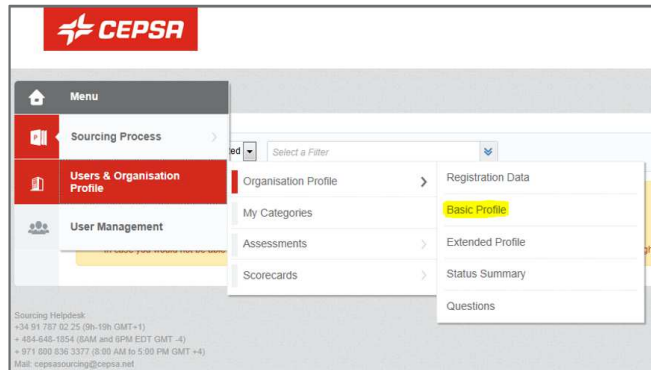
Select a Filter

RFP Code	RFQ Title	Sourcing Process Code:	RFP Status
----------	-----------	------------------------	------------



## CEPSA SOURCING - Basic Profile - Bank Details

Fill in your bank data going to: **Menu > User Profile > Organization Profile > Basic Profile > Bank data**

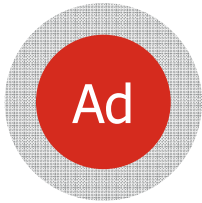


### Form Title: Bank Details

#### Internal Form Description

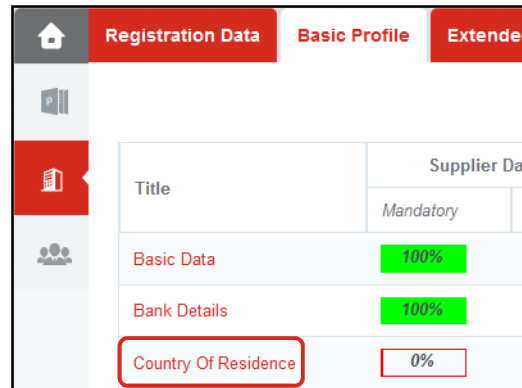
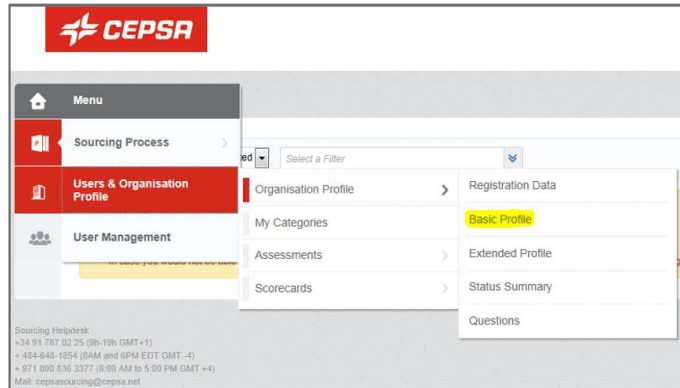
Please indicate the IBAN code or complete all of the bank details (bank country, bank code, control code and bank account). If you do not have an IBAN code and you do not know neither the bank key nor the control code, please include the SWIFT code or ABA (for US Banks) along with the bank account. Do not forget to include the annex with the bank account certificate.

Bank Details		
	Question	Description
1	IBAN	IBAN
2	Bank Country	Bank Country (ISO)
3	Bank Key	Bank Key (Max. 8 digits)
4	Control Code	Control Code (Max. 2 digits)
5	Bank Account	Bank Account (Max. 10 digits)
6	SWIFT / ABA	SWIFT / ABA
7	Bank Account Certificate	★ Bank Account Certificate



## CEPSA SOURCING - Basic Profile - Country of Residence

Fill in your tax information going to: Menu > User Profile > Organization Profile > Basic Profile > Country of Residence



### Basic Profile Details: Country Of Residence

[Save and Continue](#)[Cancel](#)

#### Country of Residence


Without the Tax residence certificate, we are not able to apply Double Tax Treaties and its benefits. In this regard, according to the Spanish Non-Resident Income Tax Law, incomes derived from business activities obtained in Spain by a non-Spanish tax resident are subject to taxation in Spain at a fixed rate of 20%-24%.

Country of residence

\* Country of residence

Select an Option (Single selection)

Once the Country of Residence is completed, the Country of Provision of Services must be specified. The annex regarding the Certificate of Residence must be included too.

Country Of Residence	100%
 Country of Provision of Services	0%
Total 4	

Basic Profile Details: Country of Provision of Services

Save and Continue


Cancel


Pais de Prestación de Servicios


Country in which provides services

\* Indicate the country in which provides services

Select Options (Multi selection possible)



 Remove All

Country Of Residence	100%
 Country of Provision of Services	100%
 Annex Certificate Data Residence	0%

Basic Profile Details: Annex Certificate Data Residence

Save and Continue

Cancel

Datos Anexo

Annex Certificate of Residence

\* Include as an annex the certificate of residence

+ Click to attach file


Expiring on:

dd/mm/yyyy

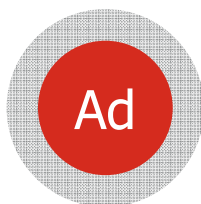
Validity Start Date

\* Insert date of validity of the residence

dd/mm/yyyy

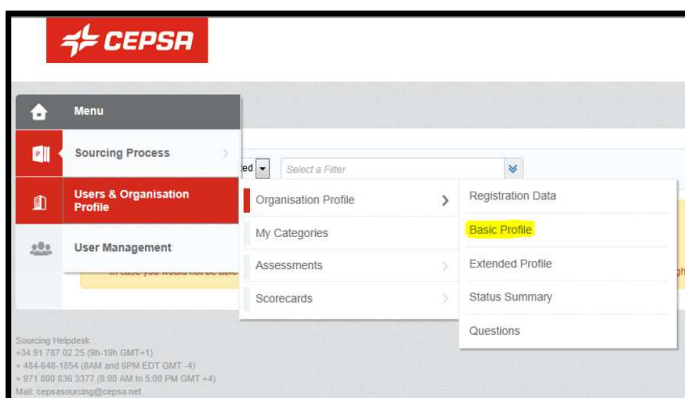






## CEPSA SOURCING - Basic Profile – Compliance Data

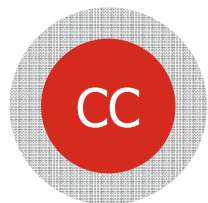
Fill in your Compliance Data going to: **Menu > User Profile > Organization Profile > Basic Profile > Compliance Data**



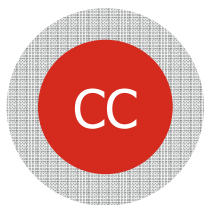
Basic Profile Details: Compliance Data

[Edit](#)

Company Details	
Contact person	Please, indicate the company point of contact for compliance issues
Telephone number of the compliance person	Please, indicate the telephone number of the compliance person
Email address of the compliance person	Please, indicate the email address of the compliance person
Legal Status	Please, tick all the relevant options
Activities with sanctioned countries	Please, indicate if your company has activities with sanctioned countries or individuals / other companies
Partnership	
Members of the Board of Directors or Partnership	Please, list all members of the board of directors or partnership. Download the template, complete and attach <a href="#">(no file attached)</a>
Relationships with Governments or Governments Officials	
Politically Exposed Person	Please, indicate if there is any director, shareholder or beneficial owner in your Company who is a Politically Exposed Person <a href="#">(no file attached)</a>
List of Politically Exposed Persons	If yes please provide details below. Download the template, complete and attach <a href="#">(no file attached)</a>
Compliance	
Regulated Company	Please, indicate if your firm is a regulated company in the sense that its revenues and / or activities are subject to public authorizations and / or price intervention
Documented Policies	Please, tick if your company has formally documented policies on the following:



## Commercial Contact



**If you are a Commercial Contact:** clicking on the highlighted option, you can enter the C2S platform.

MY ACTIVITY DOCUMENTATION MY ACCOUNT END SESSION

HOME

C2S PURCHASING PLATFORM

Access C2S

Upcoming Tenders

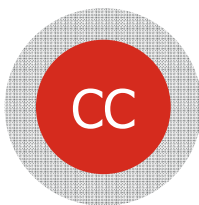
## ACCESS C2S

THIS SECTION IS AVAILABLE IN OTHER LANGUAGES

ENGLISH PORTUGUÉS (BR) FRANÇAIS ESPAÑOL

Find out more here about C2S, Cepsa Sourcing & Suppliers, the Cepsa Purchasing Platform. In the Cepsa Suppliers' Area, you can manage your registration and approval as a supplier to the company, and in the Cepsa Sourcing Area, you can submit bids and tenders for projects you are invited to bid for.

ACCESS



**If you are a Commercial Contact: CEPSA SOURCING.**



[Salir](#)



**Centro de Soporte CEPSE  
Sourcing**

+34 91 787 02 25 (9h-19h GMT+1)  
+484-648-1854 (8AM and 6PM EDT GMT -4)  
+971 800 836 3377 (8:00 AM to 5:00 PM GMT +4)  
Mail: [cepsasourcing@cepsa.net](mailto:cepsasourcing@cepsa.net)



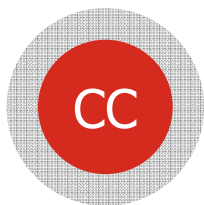
**Centro de Soporte CEPSE  
Suppliers**

Tel: +34 91 426 4910  
Mail: [cepsasuppliers@cepsa.net](mailto:cepsasuppliers@cepsa.net)



TE INFORMAMOS QUE PARA  
QUE TU COMPAÑIA RESULTE  
ADJUDICATARIA EN ALGUNA  
LICITACIÓN O SUBASTA EN LA  
QUE HAYA PARTICIPADO  
TENDRÁS QUE HABER  
COMPLETADO TU FORMULARIO  
DE REGISTRO EN CEPSE  
SUPPLIERS.

Access to the events to which you  
have been invited.



**CEPSA SOURCING:** the Commercial Contact must have some **role** assigned by the Administrator or he will not be able to participate in any tender or auction.

RFP Code	RFQ Title	Sourcing Process Code:	RFP Status
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Help-desk

***CEPSA***

## Help-Desk

There are 3 different help-desk, depending on which step of the process you are:

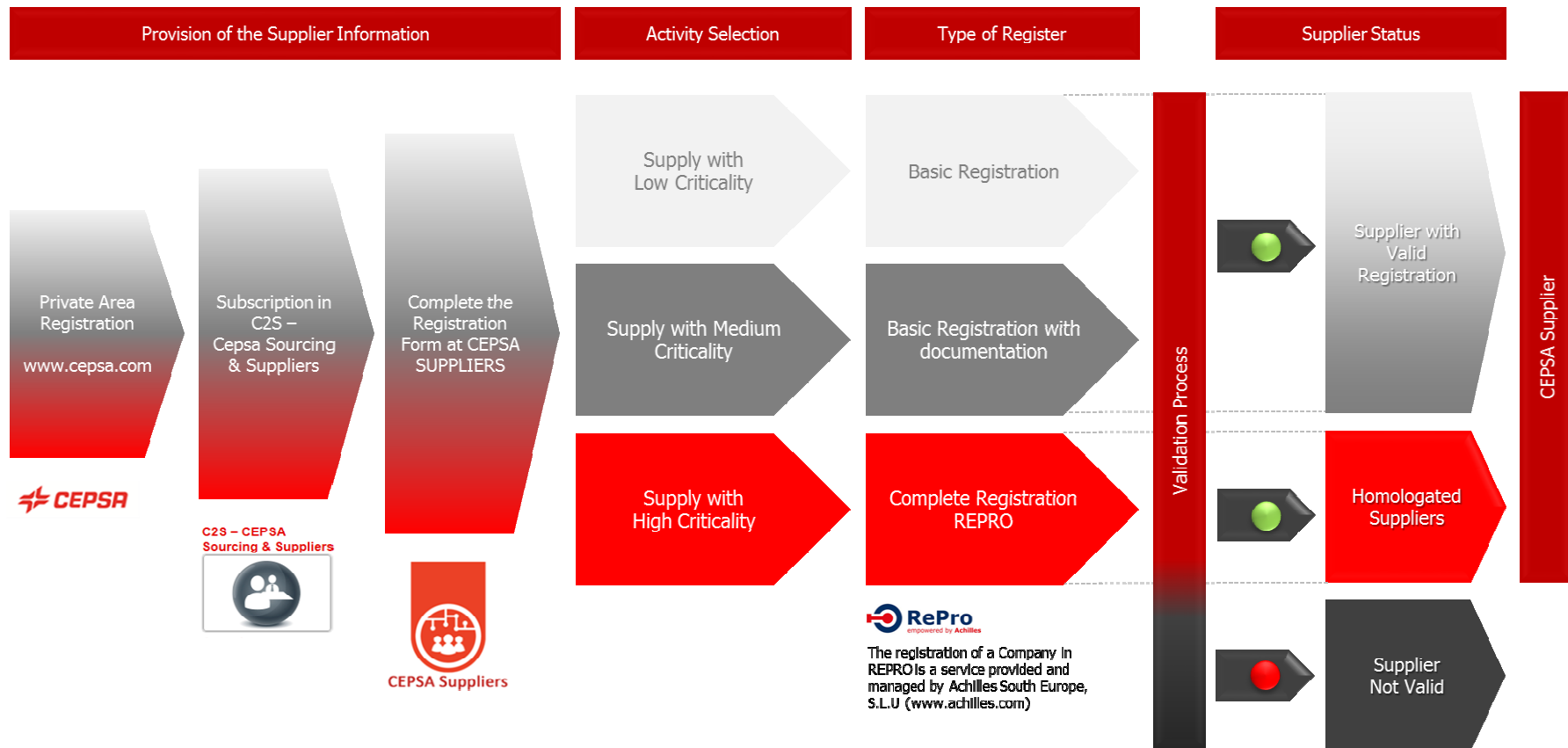




# Registration and Homologation Diagram

**CEPSA**







THANK YOU