


The Ariba Network is the firm's preferred tool for invoicing. It automates the process of reconciliation and ordering, thus improving the efficiency and accuracy of transactions.

Once you have received the below email from Ariba, please refer to the [link](#) for registration and follow the instructions to fill out the questionnaire. For more vendor related questions and resources visit the [Our Vendor Program](#) page.

Invitation: Register as a Supplier With Goldman Sachs

<s4system-prod3+GS1-T.Doc740550874@ansmtp.ariba.com>

Reply



Goldman Sachs is inviting you to register as a supplier through the Ariba Network (AN) to support the electronic processing of orders and payments. Registration is free with a standard account.

To register, follow the steps outlined below:

1. Access Ariba Network: [Click Here](#) to "Sign up" as a new user or click "Log In" to enter your existing credentials, Goldman Sachs recommends new suppliers register with a Standard Account that has no subscription fee. Refer to the [guide](#) for additional information.
2. Once you have logged in to your account, please fill in the first section and then choose the region applicable to proceed further. Refer to the region-specific guides below and follow the instructions to complete and submit the registration questionnaire.

Registration Questionnaire Guides

[Americas](#)

[EMEA](#)

[Asia](#)

Please note: the questionnaire request is time sensitive. It is only valid for 30 days after you have received the request.

If you have questions, please reach out to us at the below email.

Thank you

Goldman Sachs—[Procure to Pay Team](#)

Ariba, Inc. 3420 Hillview Ave, Palo Alto, CA 94304, USA

[Data Policy](#) | [Contact Us](#) | [Customer Support](#)

Instructions for the Questionnaire

1. General Information

1.1. Supplier Full Legal Name – Include name without special characters

▼ 1 General Information

Less... -

Note: The questions in this questionnaire will be dynamic in behavior. You might see leaps in the question numbering depending on the answers you provide.

Please click on the information icon against each field before filling in appropriate details

1.1 Supplier Full Legal Name - Corporate Tax (USA) /Transaction registration name ⓘ

* SLPTrainingVendor

1.2. Continued Supplier Name – If legal name is longer than 35 characters (text without special characters)

1.2 Continued Supplier Name (If longer than 35 characters)

1.3. Other operating names

1.3 Supplier Name (Other names operating under) - In case you do not have other names, please enter the "Supplier full legal name".

1.4. Supplier Headquarter Address – Update complete address without special characters

1.4 Supplier Headquarter Address

Show More

Street: 71 Cherry Court ⓘ

House Number: ⓘ

Street 2: ⓘ

Street 3: ⓘ

District: ⓘ

Postal Code: PO16 7GZ ⓘ

City: SOUTHAMPTON ⓘ

Country/Region: United Kingdom (GB) ⓘ

State/Province/Region: Somerset (SO) ⓘ

Ariba Supplier Registration Guide

EMEA


1.5. Corporate Email Address – Update a valid email address to be used for communication, preferably a Finance/Accounting team email address

1.6. Do you qualify to be a diverse supplier? – Refer to the linked Goldman Sachs diversity definitions to answer (Yes/No)

<p>1.6 Do you qualify to be a diverse supplier ? (Please refer to this website to review Goldman Sachs diversity definitions here)</p> <p>If Yes, you will receive a diversity specific questionnaire, after this form has been accepted by Goldman Sachs.</p>	<p>* No <input type="button" value="v"/></p>
--	--

1.7. Are you based out of South Africa? – If your answer to the Question 1.7 is 'Yes' then answer Question 1.8

1.8. Have you been evaluated as a Broad-Based Black Economic Empowerment (BBBEE) vendor? – Select Yes/No from the dropdown as per preference

1.5 Corporate Email Address 	<input type="text"/>
<p>1.6 Do you qualify to be a diverse supplier ? (Please refer to this website to review Goldman Sachs diversity definitions here)</p> <p>If Yes, you will receive a diversity specific questionnaire, after this form has been accepted by Goldman Sachs.</p>	* Yes <input type="button" value="v"/>
1.7 Are you based out of South Africa?	* Yes <input type="button" value="v"/>
1.8 Have you been evaluated as a BBBEE vendor?	* Unspecified <input type="button" value="v"/>

1.9. Do you use sensitive PII (Personally Identifiable Information) as identification? Select (Yes/No)

- If 'Yes', please reach out to gsasdvms@ny.email.gs.com with the offline template containing additional details needed to facilitate payment set-up. Callback will be initiated to validate the payment instructions verbally over call on the contact details provided by the supplier
- If No, please fill additional sections under question 5, 9 and 15 (tax information and bank data)

<p>1.9 Do you use sensitive PII (Personally Identifiable Information) as identification (government identification numbers or financial account numbers associated with individual persons (e.g. U.S. Social Security numbers, driver's license numbers, or personal credit card or banking account numbers))?</p> <p>If yes, please reach out to gs-asdvms with the offline template with additional details needed to facilitate payment set-up. </p> <p>References <input type="button" value="v"/></p>	<p>* Unspecified <input type="button" value="v"/></p>
---	---

2. Primary Contact Information

2.1. Supplier Contact Person_First Name

2.2. Supplier Contact Person_Last Name

2.3. Supplier Contact Person email – Update valid email address (in the event Goldman Sachs needs to reach out for further information)

2.4. Supplier Contact Telephone - Update valid contact number without special characters (Example: 212121212)

2.6 Supplier Contact Title

▼ 2 Primary Contact Information	
2.1 Supplier Contact Person_First Name	* <input type="text" value="Test VendorSG"/>
2.2 Supplier Contact Person_Last Name	* <input type="text" value="TrainingSG 1"/>
2.3 Supplier Contact Person_Email	* <input type="text"/>
2.4 Supplier Contact Telephone (Contact Number to be updated without the country Code) ⓘ	* <input type="text" value="211211211"/>
2.5 Supplier Contact Fax	<input type="text"/>
2.6 Supplier Contact Title	* <input type="text" value="Ms."/> ▼

5.0 Will you be providing a SWIFT based Bank Account? – Select Yes/No from dropdown after referring to below notes

Notes:

If your bank country/region does not fall under the attached excel list, please select 'No' and proceed further. Update the bank details in Question 15

If your bank country/region falls under the attached excel list, please select 'Yes' and proceed further. Update the bank details in Question 14 (Refer to Page 9 for additional details)



Swift Based
Country List.xlsx

5 Will you be providing SWIFT based Bank Account? (Please select Yes, if you only have swift based account and update question 14. If not select No and update question 15 accordingly)	* <input type="text" value="Yes"/> ▼
7 Do you have additional remittance addresses or bank account information other than what has already been provided?	* <input type="text" value="No"/> ▼

7.0 Do you have additional remittance addresses or bank account information other than what has already been provided? – Select from the dropdown. If you answered 'Yes', please fill additional data in Question 8

7 Do you have additional remittance addresses or bank account information other than what has already been provided?	* No
7 Do you have additional remittance addresses or bank account information other than what has already been provided?	* Yes
8 Remittance Address and Bank Information	Add Remittance Address and Bank Information (0)

9.0 Tax Information – Click the hyperlink and Select 'Add Tax Information' and choose from Country/Region and Tax ID type to update details and save the information

9 Tax Information	Add Tax Information (1)
-------------------	---

Save

Clicking Save will only save your Repeatable Section answers. To submit your response, you will need to click Save and then click **Submit Entire Response** on the main screen.

All Content > 9 Tax Information

Tax Information (1)

Name 1

▼ Tax Details #1 [Delete](#)

Country/Region: United Kingdom (GB)

Tax ID
(Update only one Tax ID and ensure it matches with the Tax ID on the Tax document provided)

Tax Name	TaxType	Tax Number
United Kingdom: VAT Registration Number	Organization	GB123456789
United Kingdom: National Insurance Number	Organization	
United Kingdom: Company Registration Num	Organization	
United Kingdom: Unique Tax Reference	Organization	

10. Tax Document Upload

10.0 Please select the country/region you are based at – Select country/region as EMEA

10.4 Please upload your VAT certificate – Upload attachment (10.4 is conditional to the region selected in 10.0. - tax document needs to be uploaded)

▼ 10 Tax Document Upload	
10.1 Please select the country/region you are based at	* EMEA ▼
10.4 Please upload your VAT certificate	* Attach a file
12 Do you have additional ordering addresses than the one already provided?	* Yes ▼
13 Ordering Address or Ship from Address	Add Ordering Address or Ship from Address (0) Less... -

12.0 Do you have additional ordering addresses than the one already provided? Select (Yes/No)

Note: Enter only addresses that have a business relationship with Goldman Sachs

13.0 Ordering Address or Ship from Address – 13.0 is conditional to if the option for 12.0 was selected as 'Yes'

Enter only addresses that have a business relationship with Goldman Sachs

12 Do you have additional ordering addresses than the one already provided?	* No ▼
---	--------

12 Do you have additional ordering addresses than the one already provided?	* Yes ▼
13 Ordering Address or Ship from Address	Add Ordering Address or Ship from Address (0) Less... -

15. Main Address Bank Data

Main Address Bank Data – Complete required information including bank type, bank ID, country/region, account holder name, bank key/ABA routing number, account number, and bank control key

15 Main Address Bank Data	Add Main Address Bank Data (0)
---------------------------	--------------------------------

Bank Type – Select from the dropdown list (Domestic/Foreign)

If your bank account is based outside your country region, please select option 'Foreign' else, select 'Domestic' to get the country list in next field

Country Region – Click 'Browse More' to select from the country list

Account holder name – Enter account name

Bank Key – Sort code, bank code (Part of IBAN)

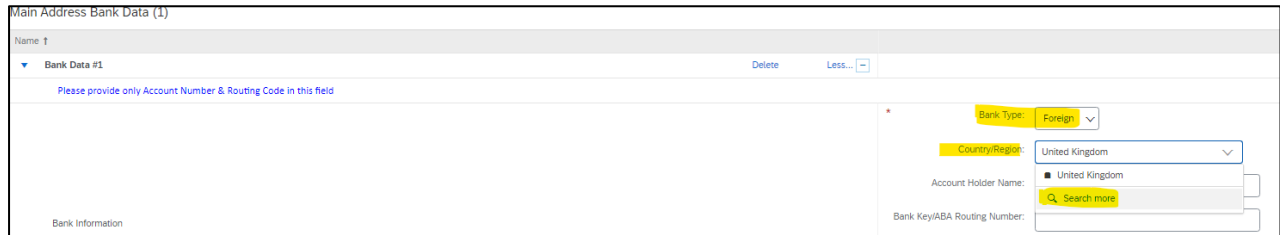
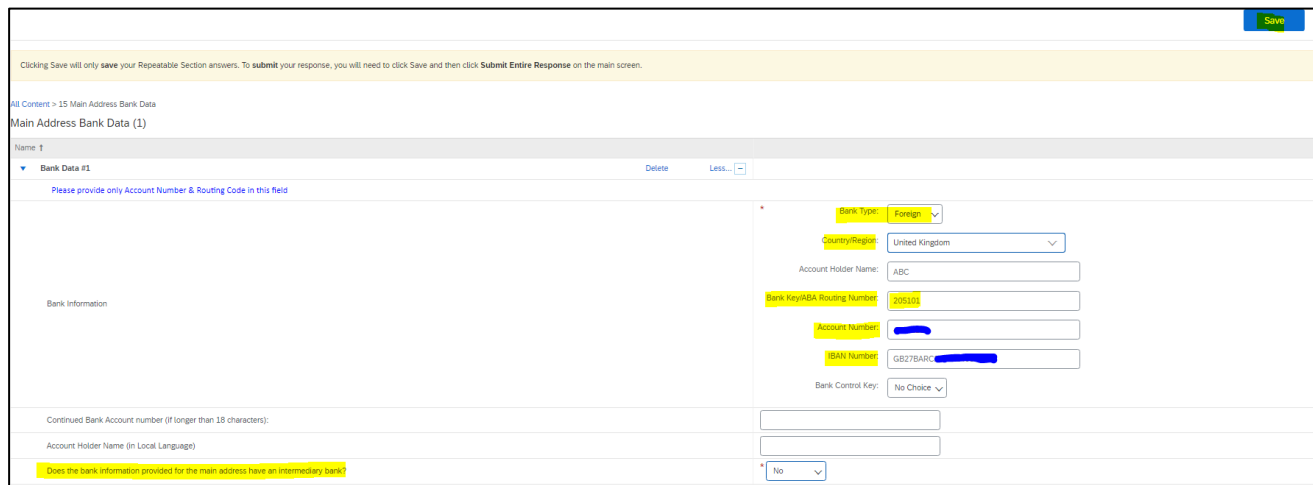
Tool tips to fill in Bank Key:

For country (United Kingdom) – Update sort code

For country (India) – Update IFSC code

For other countries – Update bank code/bank number (part of IBAN)

IBAN – Update complete IBAN

Account number and IBAN fields are mandatory

If the bank information provided for the main address has an intermediary bank, please provide these additional details

Fill in details applicable to Indonesia Banks

Ariba Supplier Registration Guide

EMEA

Does the bank information provided for the main address have an intermediary bank?		* Yes <input checked="" type="checkbox"/>
Intermediary Bank Details		
Enter your final beneficiary bank account number		* <input type="text"/>
Intermediary 1 or 2		* 1 <input type="text"/>
Bank Key/ABA Routing Number/IFC code		* <input type="text"/>
Bank Account Number		<input type="text"/>
Continued Bank Account number (if longer than 18 characters):		<input type="text"/>
IBAN		<input type="text"/>
SWIFT Code		<input type="text"/>
Only for Indonesia Banks		
Please select the beneficiary type		Unspecified <input type="text"/>
Please select the residential status		Unspecified <input type="text"/>
Please select the transaction type		Unspecified <input type="text"/>

If there are multiple bank accounts, please click on 'Add an additional Bank Data'

(*) indicates a required field

Bank Data #2 Delete Less...	
Please provide only Account Number & Routing Code in this field	
Bank Information	<div> <div>Bank Type: Domestic <input type="text"/></div> <div>Country/Region: United States <input type="text"/></div> <div>Account Holder Name: ABC <input type="text"/></div> <div>Bank Key/ABA Routing Number: 021000021 <input type="text"/></div> <div>Account Number: 1235896 <input type="text"/></div> <div>Bank Control Key: No Choice <input type="text"/></div> </div>

Once completed, please submit the responses.

15 Main Address Bank Data
Add Main Address Bank Data (1)

(*) indicates a required field

(If you have answered 'Yes' Question 5, only then update the below details under Question 14)

14. Main Address SWIFT Bank Data

14.1 Bank #1

14.1.1 Bank Country – Select from dropdown

14.1.2 Select the option with the relevant currency for your bank account. If not available, please select Other and type the currency followed by the number 1 (e.g. EUR1 or HKD1 or IDR1) – Select the currency from the dropdown

14.1.3 Account holder name

14.1.7 SWIFT Code – Provide a valid Swift code (Need to be in Alphanumeric format)

Note: Swift code must be updated without XXXX. E.g.: CITISGSG

14.1.14 Account number – Update bank account number

14.1.19 Continued Bank Account number (if longer than 18 characters):

14.1.20 Does the bank information provided for the main address have an intermediary bank?

14.1.22 Only for Indonesia Banks

Once completed with Question 14, Submit the questionnaire

14 - Main Address SWIFT Bank Data	
14.1 Bank #1	
14.1.1 Bank Country	(DE) - Germany
14.1.2 Select the option with the relevant currency for your bank account. If not available, please select Other and type the currency followed by the number 1 (e.g. EUR1 or HKD1 or IDR1)	EUR1
14.1.3 Account holder name	PROJECT
14.1.4 Account Holder Name (in Local Language)	
14.1.7 SWIFT Code	DEUTDEFF
14.1.14 Account number	123456
14.1.19 Continued Bank Account number (if longer than 18 characters):	
14.1.20 Does the bank information provided for the main address have an intermediary bank?	No
14.1.22 Only for Indonesia Banks	
14.1.22.1 Please select the beneficiary type	Unspecified
14.1.22.2 Please select the residential status	Unspecified
14.1.22.3 Please select the transaction type	Unspecified
14.2 Do you want to provide an additional SWIFT bank account?	No
In case you have more than one SWIFT based bank account, please select YES and enter the details	
(*) indicates a required field	
Submit Entire Response Reload Last Bid Save draft Compose Message Excel Import	