Indirect Procurement Transformation (Ivalua)

About this Document

• This document provides you with guidance on how to complete an Non-disclosure agreement (NDA)

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Non-disclosure agreement (NDA):

A Supplier must complete the following steps in order to complete the NDA in Ivalua:

- 1. Login to Supplier portal
- 2. Select the Bell Icon in the top right

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4. Select the pencil icon beside the "supplier NDA Document"

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- 7. Select the NDA Document that was downloaded
- 8. Select the Submit button.

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The Category Manager will receive the NDA and approve or reject accordingly.