




Overview pure
Dashboard



Supplier Data pure
Relationship


RFQ pure
Sourcing



Ratings pure
Quality



Documents pure
Dashboard



Orders
Erp


MT PAP
Project


VMI
Erp


Actionpoints Deluxe
Dashboard


Search for contacts
Relationship


Material datab...
Sourcing

Jaggaer Supplier Registration

Jobaid for Supplier

Switzerland
Dec 2023/Katharina Pache

METTLER TOLEDO



The MT Buyer initiates the process of inviting registration, which in turn triggers an email containing the link to your Jaggaer registration.

EXTERNAL - MT :: Registration Supplier Portal

no-reply@app11.jaggaer.com
To [redacted]

Retention Policy | Inbox Items Older Than 60 Days (60 days) | Expires 04/02/2024

Reply | Reply All | Forward | [T] | ...

Wed 06/12/2023 10:05

Dear [redacted]

You were invited to join the METTLER TOLEDO Supplier Portal.

Please follow the instructions on the link below:

https://app11.jaggaer.com/portals/mt/register?crm_person_id=NjQ1NDUwNTQz-5e5eef5a47abf395908bf3349bf31bf4&l=eng

After that, you will receive your login data and will be able to use the Supplier Portal.

Comment:

Best regards
Mettler-Toledo supplier portal

The information in this email is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged in reliance upon, this information by persons or entities other than the intended recipient is prohibited.

Open the link

https://app11.jaggaer.com/portals/mt/register?crm_person_id=NjQ1NDUwNTQz-5e5eef5a47abf395908bf3349bf31bf4&l=eng



1 GENERAL 2 PERSON DATA 3 COMPANY DATA 4 CONSENT

METTLER TOLEDO

Welcome to the registration of the supplier portal

Choose system language, English is recommended

Please choose a language below

- Chinese
- English
- German

Fill in the details required in the "Person Data" tab. Please note that questions marked with an * are mandatory and must be answered.

Website URL
<https://www.mt.com/supplierpor...>

CONTACT PERSON

Salutation*
Mr.

First name*

Last name*

Department
...

Telephone*
+ ... Area Number

E-Mail*

Loginname*

Back Continue

We advise using "first name.last name" as your login username, but you have the option to select any preferred username

Provide your company details

GENERAL PERSON DATA **3 COMPANY DATA** 4 CONSENT

METTLER TOLEDO

COMPANY DATA

Company name*

Street*

Street-number

Zip code*

City*

Country*

Currency*

E-Mail

Homepage

Including http://

Purchase Organization*

- 0001 Einkaufsorg. 0001
- AT01 Austria
- AU01 Australia
- BE01 Belgium
- CA01 Canada
- CH01 Switzerland
- CN01 China
- CN02 China HUB
- DE01 Germany
- ES01 Spain
- FR01 France
- GP01 Global Procurement
- HK01 Hong Kong
- ID01 Indonesia
- JP01 Japan
- KR01 South Korea
- MX01 Mexico
- MY01 Malaysia
- NL01 Netherlands HUB
- NL02 Netherlands
- NZ01 New Zealand
- SG01 Singapore
- TH01 Thailand
- UK01 United Kingdom
- US01 United States

Primary Purchasing Organisation*

D-U-N-S

Back Continue

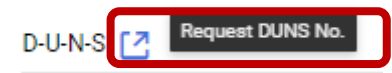
Add your company's customer webpage

Choose all Purchase Organization you will collaborate with and define the primary Purchase Organization.

Provide your DUNS Number

Press "Continue"

MT's Purchase Organizations are region-specific, meaning the allocation of assignments is based on the regions you are capable of servicing.



The DUNS number, a unique 9-digit code that identifies companies, is issued by Dun & Bradstreet (D&B). You can locate your DUNS number by clicking on the link next to the D-U-N-S field.

In order to complete registration you have to agree and accept the Supplier and Jaggaer Access Terms



To access and use JAGGAER as a supplier, you are required to

Set tig

I agree and accept [Supplier Access Terms](#).

To make your profile visible in the JAGGAER Supplier Network below.

Set tig

I agree that JAGGAER will use the company and personal data of Mettler Toledo in order to allow all customers of JAGGAER to find you and to accept your agreement and discontinue visibility in the JAGGAER Supplier Network.


Back

Accept and Submit

Press "Accept and Submit"



EXTERNAL - MT :: Registration JAGGAER Supplier Portal

 no-reply@app11.jaggaer.com
To [redacted]
Retention Policy | Inbox Items Older Than 60 Days (60 days)

Dear Mrs. Pache,

We welcome you to the Supplier Portal of METTLER TOLEDO - thank you for registering.

You can log in by using the link <https://app11.jaggaer.com/portals/mt/>

Click on the link for your first log. System will ask you to change your password

Please use the following login data:

Username: [redacted]
Password: [redacted]

During the first login, you will be asked to change your password. Please make sure to fill out all the required data so we can consider you to become a METTLER TOLEDO supplier.

NOTE! Keep your credentials in a safe place. You are the admin now and you are responsible for the user data management. Feel free to nominate other contacts within your company to grant them access to the portal.

Thank you.

Best regards
Mettler-Toledo supplier portal

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Complete the registration by providing additional data for Categories & Profile

The image shows a two-part screenshot of the Mettler Toledo Supplier Portal. The top part shows the dashboard with a red notification bar that says "Your registration has not been finished yet. Continue with the registration" with a link icon. A red box highlights this bar, and a callout bubble says "Click on the link" with an arrow pointing to the link icon. Below the notification bar are navigation links: "Home", "Daily Tasks - Quick Links", and "Cockpit". The bottom part of the screenshot shows the "Registration - Base Data" page. It has a blue header with "METTLER TOLEDO" and "Registration - Base Data". Below the header is a progress bar with four steps: 1 DATA, 2 CONTACTS, 3 CATEGORIES, and 4 PROFILE. The "COMPANY DATA" section is expanded, showing three input fields: "Company name*", "Street*", and "Street-number". A callout bubble says "Review already provided data and correct if needed" pointing to these fields. In the top right corner of the registration page, there is a green "Continue" button, which is highlighted with a red box and a callout bubble that says "Press 'Continue'". On the left side of the registration page, there is a "BLACKBOARD" section with a "Comment" field and some text.

Add additional Contacts

You can add new contacts and assign them to their respective area of responsibility by accessing the "contacts" tab.

The screenshot displays the METTLER TOLEDO web application interface for adding a new contact. The top navigation bar includes a home icon, the METTLER TOLEDO logo, and the page title "Registration - Contacts". Below this is a progress indicator with four steps: DATA, CONTACTS (active), CATEGORIES, and PROFILE. The main content area is divided into "Assigned Roles" and "Contacts". Under "Assigned Roles", there are sections for "Orders" and "Ratings". A modal window titled "Assign Company Roles" is open, showing a list of roles (Orders, Ratings, Supplier Portal, Quality, Sales) and a "Sales" section. The modal contains two "ORDERS" entries, each with a "Name*" field. The first entry has the value "200062442". A "+ Add Another Responsibility" button is visible above the first entry. The "CONTACT PERSON" form on the right includes fields for "Salutation*" (Mx.), "First name*", "Last name*", "Department" (---), "Telephone*" (with area and number sub-fields), and "E-Mail*" (john.smith@mail.com). Callouts with red boxes and arrows point to various elements: "Create new contact" points to the person icon with a plus sign; "To proceed press 'Continue'" points to the "Continue" button; "Assign to process areas" points to the edit icon; "Press this button to get a new contact field" points to the "+ Add Another Responsibility" button; "Add the name of the additional contact" points to the "Name*" field in the modal; "Provide the Contact details & save" points to the "Save" button in the modal; and "Save" points to the "Save" button at the bottom of the modal.

Select your material groups or services to indicate what you can supply. To connect you with the right contact at Mettler-Toledo, select a main commodity group. If you can't find a suitable material group, choose the closest commodity group.

The screenshot displays the 'Registration - Categories' page on the Mettler Toledo website. The interface includes a top navigation bar with 'DATA', 'CONTACTS', 'CATEGORIES', and 'PROFILE' tabs. A search bar is located at the top left of the main content area. The 'Categories Overview' section lists various categories, with 'Mechanics' selected. A callout box points to the dropdown arrow next to 'Mechanics', instructing the user to click it to open the list and choose a category. The 'Selected Categories' section shows a dropdown menu with 'Mechanics - Glass (Raw, formed, sheets)' selected. A callout box points to this dropdown, instructing the user to select their primary category. A 'Continue' button is highlighted in the top right corner, with a callout box instructing the user to press it.

Press "Continue"

Select your primary category

Click on triangle to open the drop-down list and choose the provided categories

Please fill out the profile questionnaire with the required information. Please note that questions marked with an * are mandatory and must be answered.

The screenshot displays the 'Registration - Profile' interface. At the top, there are navigation buttons for 'Back', 'Save', and 'Publish'. Below this is a horizontal menu with tabs for 'DATA', 'CONTACTS', 'CATEGORIES', and 'PROFILE' (which is selected and numbered '4'). Underneath, there are sub-tabs for 'General', 'Ownership', 'Business', 'Products', 'Technical', 'Certifications', 'Quality', 'Logistics', and 'Environment'. The 'Ownership' tab is highlighted with a red box and a red arrow pointing to it. A yellow callout box on the left contains a warning icon and the text: 'Please fill ALL mandatory Sections containing empty fields'. Below this, a list of categories is shown: Business, Certificates, Environment, Logistics, Ownership, Products, Quality, and Technical. A progress indicator shows 'Mandatory fields filling progress: 0%'. A second yellow callout box points to the 'Ownership' sub-tab with the text: 'Go to each tab and answer the questions, Press "Save" before moving to next tab'. Below the sub-tabs, a green callout box with a checkmark icon says: 'Please fill ALL mandatory fields in ALL categories before clicking "Publish"! Mandatory fields filling progress: 100%'. A third yellow callout box points to the 'Publish' button in the top right corner with the text: 'Finish registration by pressing button "Publish"'. At the bottom, the 'Ownership structure' section is visible, containing three input fields: 'Legal form of the company:*', 'CEO:*', and 'Part of Holding?:*'. A 'Categories / Material groups' button is located at the very bottom.