

## Proxy Bidding Procedure

1/ The supplier call Ariba Support and choose the « Auction Issue » option (telephone menu).

<i>Contact Phone Numbers</i>		<i>Contact Email Address</i>
<b>North/South America</b>	+1 412 222 6174	<a href="mailto:AS_Support@ariba.com">AS_Support@ariba.com</a>
<b>Europe/Middle East/Africa</b>	+44 20 7187 4180	
<b>Asia Pacific</b>	+65 6311 4564	

The following numbers are toll-free if dialed from the country:

	<b>Australia</b>	1800 002 421
	<b>Brazil</b>	0800 891 4082
	<b>Chinese - North China</b>	10800 650 0208
	<b>Chinese - South China</b>	10800 265 0208
	<b>France</b>	0800 941 461
	<b>Germany</b>	0800 101 2110
	<b>Hong Kong</b>	800 900 858
	<b>India</b>	000800 650 1195
	<b>Indonesia *</b>	001803 657 590
	<b>Italy</b>	800 125 617
	<b>Japan</b>	00531 65 0138
	<b>Malaysia</b>	1800 80 1471
	<b>Mexico</b>	001 866 464 7426
	<b>New Zealand</b>	0800 44 6214
	<b>Portugal</b>	882 780 110
	<b>Singapore</b>	1800 311 4550
	<b>South Korea</b>	00308 651 1406
	<b>Spain</b>	900 801 513
	<b>Sweden</b>	020 79 2556
	<b>Switzerland</b>	0800 56192
	<b>Taiwan</b>	00801 65 1585
	<b>Thailand *</b>	001800 656 404

2/ The phone the call starts to be monitored.

3/ The supplier give his name and the name of the auction he is invited to.

4/ Ariba Support log into the auction admin places the bids for the supplier.

5/ Ariba Support describe the content of the auction to the supplier.

6/ The supplier provide by phone the bids he wants to add to Ariba Support.

7/ The proxy bidding actions are displayed into the auction log tab