



**To
Contractors and Suppliers of PORR SA**

Dear Madame or Sir,

At PORR SA, we have been successfully optimizing purchasing processes for more than two years, aiming at their improvement and transparency. The next step in this process is to digitalize them, which in practice means increasing the number of purchasing processes carried out through the purchasing platform.

For this purpose, from the fourth quarter of 2022 we are intensifying the use of the **SAP Ariba** tool, which organizes the entire process:

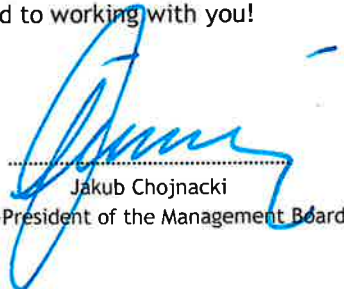
- The system automatically sends a notification of each ongoing procedure to which you will be invited
- The procurement procedure is divided into stages (rounds),
- The Contractor has and manages a free account where it can, among other things, track in real time the status of the purchase proceedings to which it is invited and in which it participates ,
- Bids are submitted by the Contractor through the platform,
- Information exchange takes place in Ariba - asking questions to the content of the RFP request, attaching additional documentation, etc,
- Feedback from the completed procurement process is automatically sent to contractors.

The decision to use a solution like Ariba results from our LEAN philosophy which is based on flexibility, high quality and continuous improvement, as well as the assessment that in the coming years digitalization, in its broadest sense, will change the face of the construction industry.

We are aware that such a change requires greater commitment, support and close cooperation on both sides at the outset. At the same time, we are convinced that the use of Ariba will positively influence the streamlining of procurement proceedings, raise the quality of our cooperation, and that this is the right direction of change, given the current and expected situation in the construction market. In order to allow you to adapt quickly to the new form of cooperation, we offer you technical support in the form of user manuals or training in the use of the system. Please send your requests for training needs to: zakupy@porr.pl.

We look forward to continuing our cooperation in the new model with the use of modern tools. We are at your disposal in case of any questions and doubts.

We look forward to working with you!



Jakub Chojnacki
Vice-President of the Management Board



Dominika Żwirbla-Kalman
Procurement Director