



SUPPLIER USER MANUAL

Supplier Portal - Response to Qualification

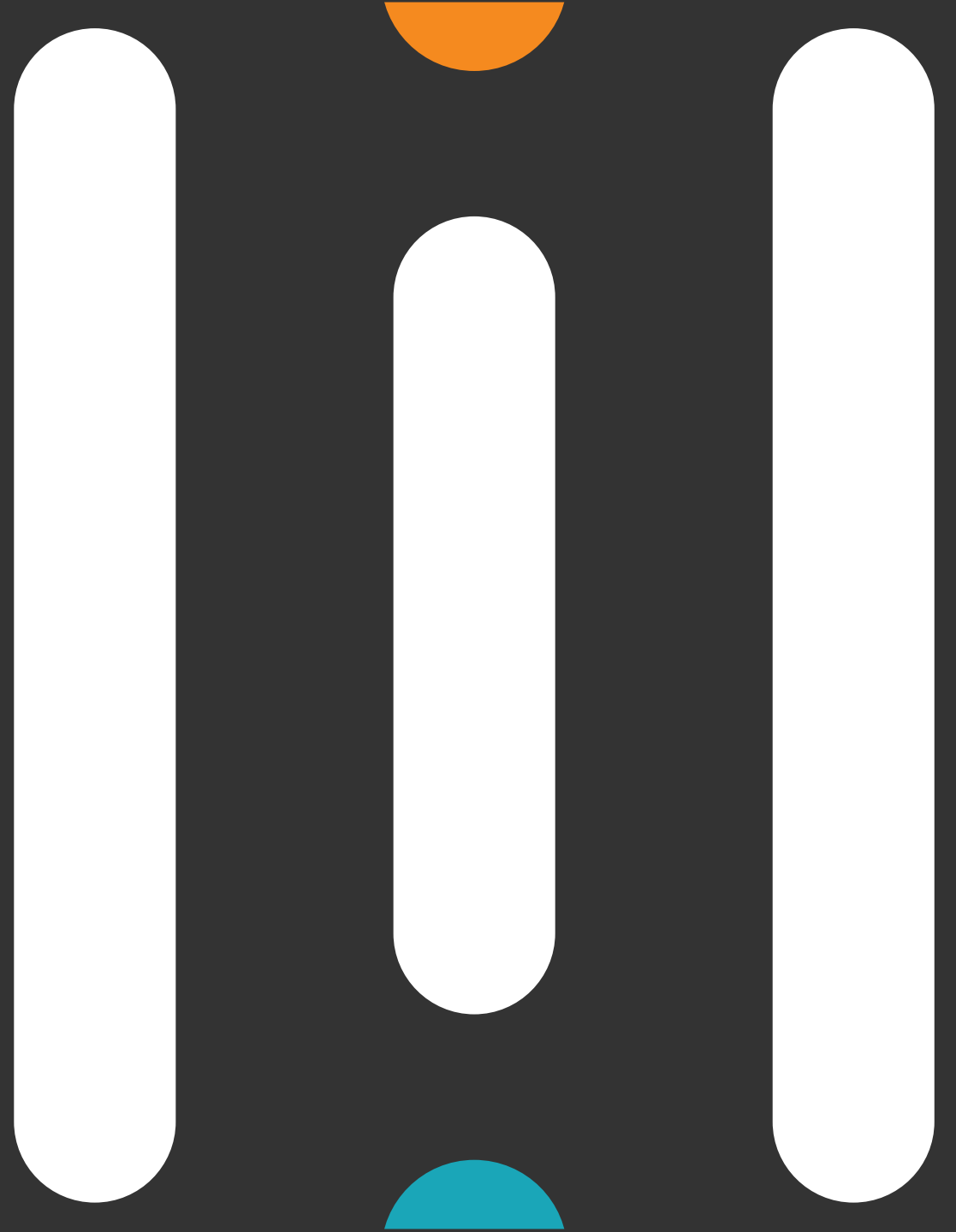
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01.

ABOUT MIRAL EXPERIENCES





Miral Experiences LLC was established in 2008 to deliver unique, world-class entertainment experiences in the United Arab Emirates' capital, Abu Dhabi. Today, the company operates four award-winning theme parks – Ferrari World Yas Island, Abu Dhabi, the world's first Ferrari-branded theme park, Yas Waterworld Yas Island, Abu Dhabi, the UAE's unique Emirati waterpark, Warner Bros. World™ Abu Dhabi, the world's first-ever Warner Bros. branded indoor theme park and SeaWorld® Yas Island, Abu Dhabi, the region's first Marine Life Theme Park.

It also operates neighboring attractions including CLYMB™ Abu Dhabi, the UAE's ultimate adventure hub featuring the world's biggest indoor skydiving flight chamber and the world's tallest indoor climbing wall, and Qasr Al Watan, an enriching Palace experience that invites the world to share the UAE's culture, knowledge and inspiring journey.

The company and the parks have collectively been recognized across multiple prestigious industry awards, garnering over 200 accolades over the years, including most recently TripAdvisor's Best of the Best Awards, International Travel Awards, MENALAC and MENA Stevie Awards.

Miral Experiences is a wholly owned subsidiary of Abu Dhabi-based Miral LLC.

02.

APPLICATION OVERVIEW



In a bid to streamline our sourcing and supplier management activities as well as enhance collaboration between Miral Experiences and its supply chain, Miral has embarked on a journey to create an online environment where visibility and efficiency are at the forefront of procurement operations.

Using the power of Oracle Fusion, the Miral Supplier Portal gives you access to a secure, integrated work area that provides full visibility to transactions and offers closed loop collaboration with Miral Experiences and its associated entities.

With the now-online supplier portal and sourcing functionalities, you will be able to update your company profile details, offerings, licenses, and certifications. You will also receive sourcing event invitations such as Requests For Quotations (RFQs) and Requests for Proposals (RFPs) and you will be able to place bids as well as track event progress.

In this manual, we will be showing you the steps you will need to take to respond to the Qualification Questionnaires from the portal.

Qualifications and Assessments reflects our understanding of your organization's qualifications, capabilities, or performance based on currently available information. Contact us if you have questions about these statuses or want to provide additional details or corrections.

Please click on below link for the Miral Supplier Portal log in page:

<https://enpk.fa.em8.oraclecloud.com/>



03. Illustration : Response to a Pre-Qualification Initiative

1. To respond to a **Qualification** sent by the Miral Supplier Relationship Management team, **click on 'Respond to Questionnaire'** in any notification you receive on your registered e-mail address **OR (see below)**



On clicking the link ,Miral Supplier Portal page will open, Login to your account using your login credentials.

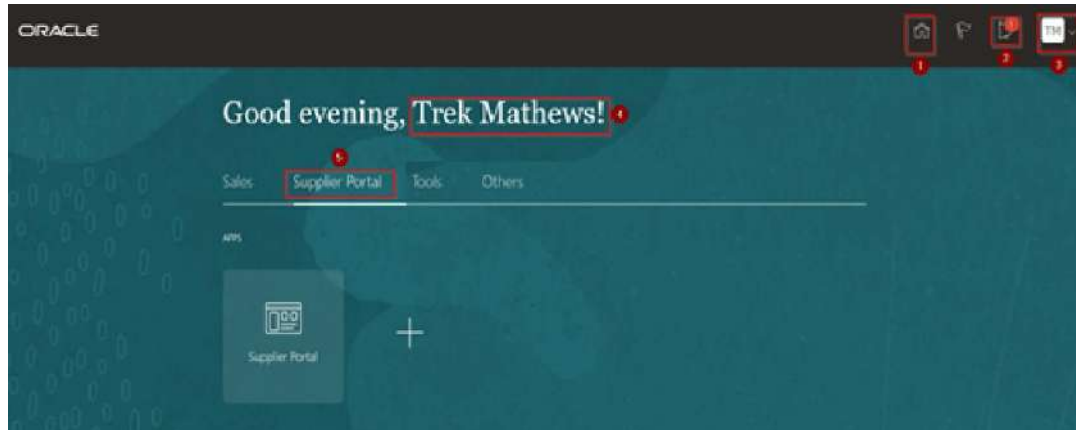
04. System login and navigation to the Miral Supplier Portal

To start, you'll need to log into the Miral Supplier Portal. Please use the credentials provided to you as part of the welcome email and enter them in the appropriate fields as shown in the below screen on the sign in page



Upon successful log-in, you will be directed to the default Miral Supplier Portal homepage.

Click on the 'home' icon (highlighted in green below)



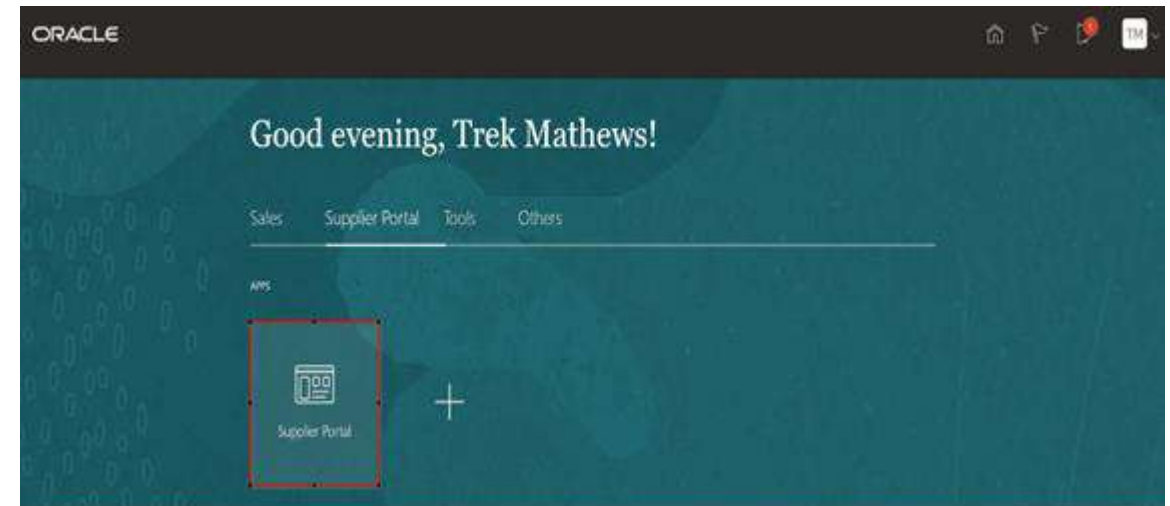
The above screen represents the **Home page** of the Miral **Supplier Portal login**.

- 1. Icon for Home page, you can navigate to Home whenever required by **clicking on the 'Home' icon**.
- 2. Icon for **Active Notifications** where you have not taken any action represented by the **'Bell' icon**. Here you can see **Qualification requests, Negotiation events (RFQ, Auction and RFI's)** from Miral Experiences and you can respond to us through the Portal.

- 3. Icon for **User Accessibility, User Preference Settings** also to **Sign Out** from Miral Supplier Portal.
- 4. The **Username** under which you are logged in is displayed.
- 5. Tab for the Supplier Portal module where users can access and respond to Miral Experiences.

This navigation homepage is your personalized home page containing all accesses available to your company.

Click on the **'Supplier Portal' tab**, then select the **'Supplier Portal' app**



Forgot Password

Sign In
Oracle Applications Cloud

Forgot Password

User Name or Email

Forgot user name

Forgot password

Submit Cancel

Enter Either Username or Email (Same Email Where You Received The Welcome Letter From Miral Experiences)

Enter your Username or Email (address should be the same to where you received the Welcome email from Miral Experiences).

Select the option Forgot Password and **click on 'Submit' button.**

If you are still facing any issues with Login please contact the Miral Experiences team:

srm-mx@miral.ae

05. Illustration : Respond to a Qualification Initiative

After logged into the Miral Supplier Portal, **click on the 'Manage Questionnaires'** task in the task column or **Click on 'Questionnaires'** under **'Requiring Attention'** dashboard

Supplier Portal

Orders

- Manage Orders
- Manage Schedules
- Acknowledge Schedules in Spreadsheet

Channel Programs

- Manage Programs

Shipments

- Manage Shipments
- Create ASN
- Create ASN
- Upload ASN or ASBN
- View Receipts
- View Returns

Consigned Inventory

- Review Consumption Advises

Invoices and Payments

- Create Invoice
- View Invoices
- View Payments

Negotiations

- View Active Negotiations
- Manage Responses

Qualifications

- Manage Questionnaires
- View Qualifications

Requiring Attention

Recent Activity
Last 30 Days

Transaction Reports
Last 30 Days

Supplier News

Dear Supplier Partner

We are keen to maintain our relationship with you and we require you to continuously review and update your company profile on this portal.

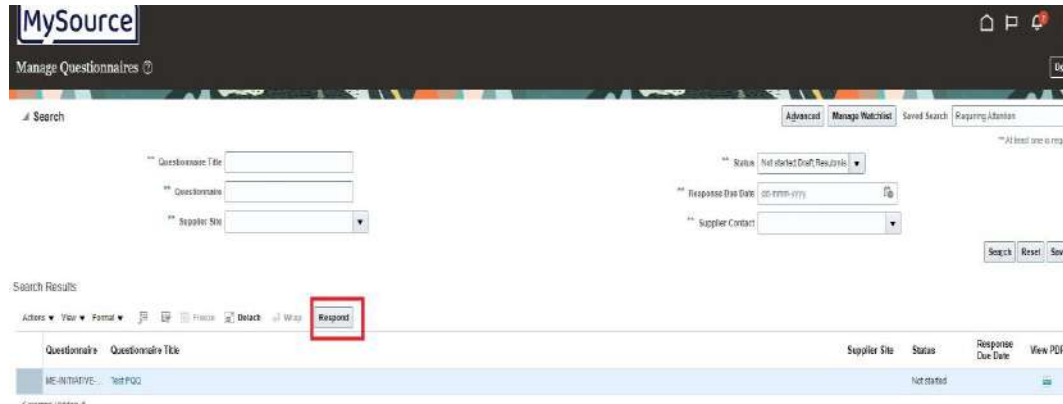
- Upload your active Trade or Commercial Licenses and other certifications.
- Update your company information (phone number, address...)
- Update the relevant contacts at your company.
- Manage your bank account details.
- Receive and view your Purchase Orders.
- Acknowledge POs received.

Important Notice

The following changes to the names of Miral Group entities should be reflected in all future correspondence, including invoices.

2. On clicking the 'Manage Questionnaires' link

- ❑ The below page will open, displaying the questionnaires requiring your attention
- ❑ Select a questionnaire and then **click on 'Respond' button**

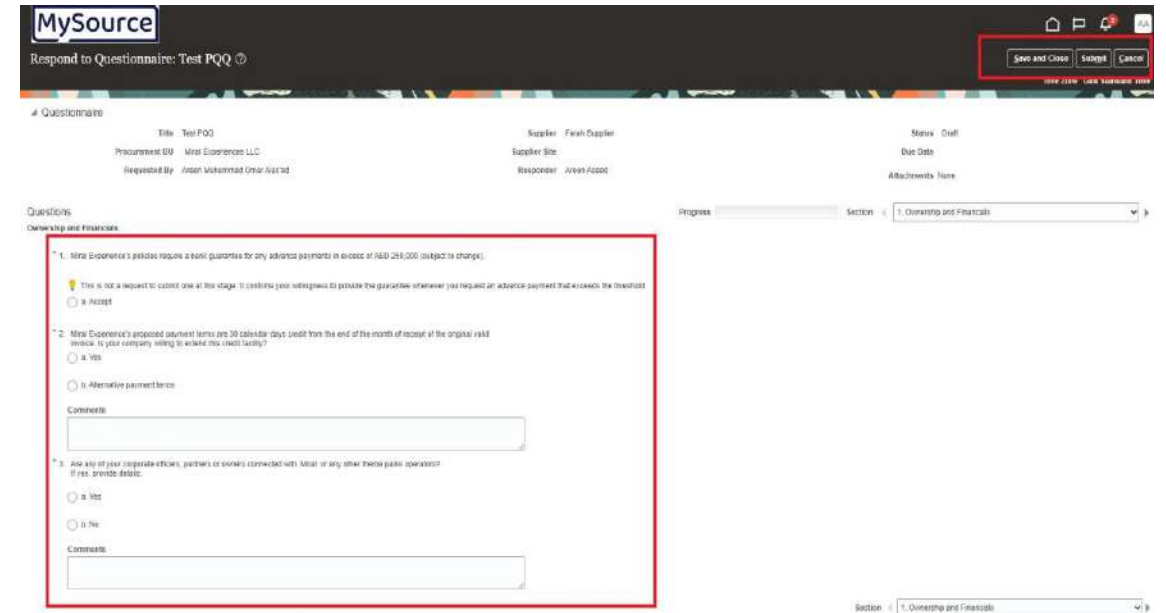


The screenshot shows the 'Manage Questionnaires' interface. At the top, there's a search bar and a 'Respond' button highlighted with a red box. Below the search bar, there are several filters and a table of questionnaires. The table has columns for 'Questionnaire Title', 'Supplier Site', 'Status', 'Response Due Date', and 'View PDF'. One row is visible with the title 'Test PQQ' and status 'Not started'.

Once you **click on the 'Respond' button**, the questionnaire will open, often displaying multiple sections requiring response. Each section may have multiple questions.

3. Provide your response to the questions

- ❑ Fill in your responses as indicated and
- ❑ If required, you must attach the requested supporting document as part of your response.
- ❑ If allowed, provide any additional comments you have in comments box



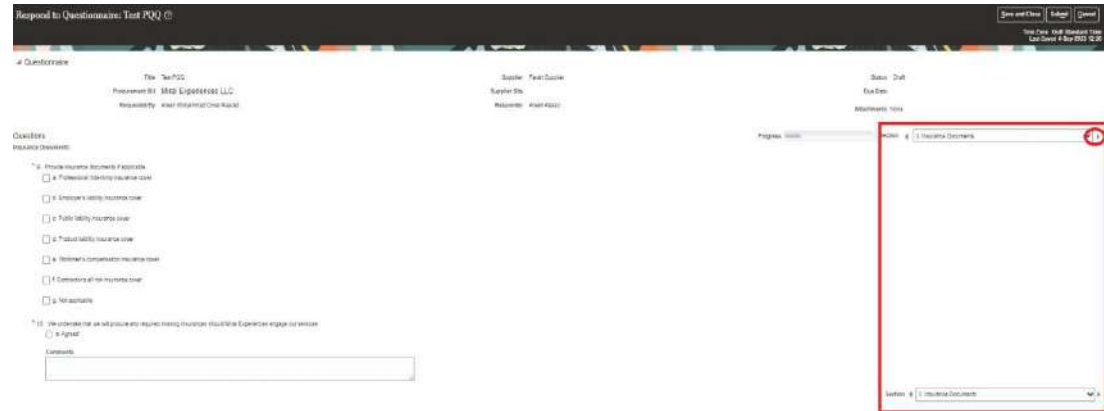
The screenshot shows the 'Respond to Questionnaire: Test PQQ' interface. At the top, there's a 'Respond' button highlighted with a red box. Below the button, there are several sections for providing a response. The first section is titled 'Ownership and Financials' and contains three questions. The second question is highlighted with a red box. The questions are:

- Miral Experience's policies require a bank guarantee for any advance payments in excess of (USD) 250,000 (subject to change).
This is not a request to submit one at this stage. It confirms your willingness to provide the guarantee whenever you request an advance payment that exceeds the threshold.
 a. Accept
- Miral Experience's proposed payment terms are 30 calendar days credit from the end of the month of receipt of the original valid invoice. Is your company willing to include this credit facility?
 a. Yes
 b. Alternative payment terms
Comments:
- Are any of your corporate officers, partners or owners connected with Miral or any other, these public operators?
If yes, provide details:
 a. Yes
 b. No
Comments:

On completing each section, the **Progress** status bar will get updated



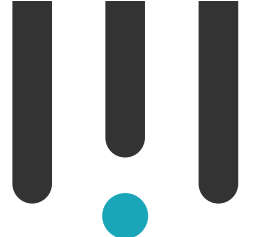
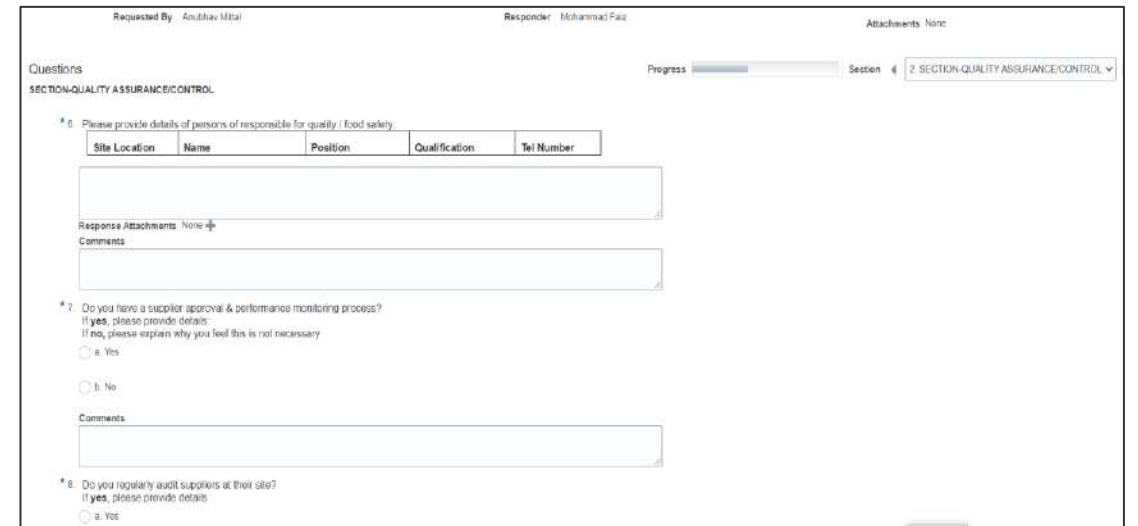
4. To navigate to the next sections within the Questionnaire, **click on small arrow** beside the section which is available on top and



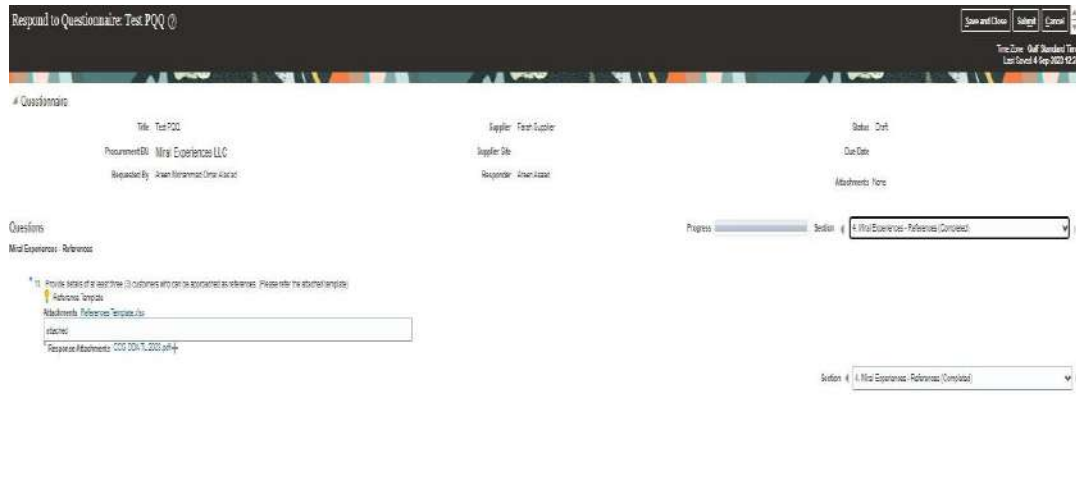
5. On selecting a specific section, the page display will show the section and its associated questions

Provide responses to the questions under each section

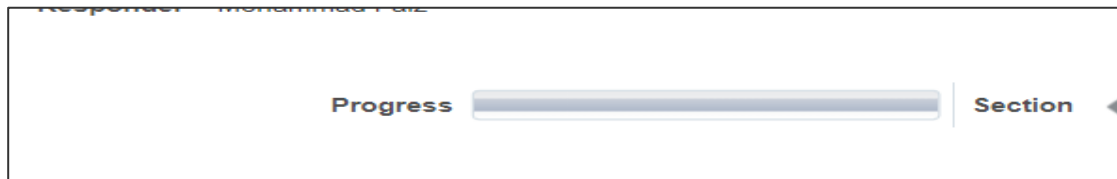
- Fill in the questions and **click on 'the small arrow' button**, to save the response and move to the next
- Select the remaining sections and submit response for the questions in each section



6. Add responses for all sections

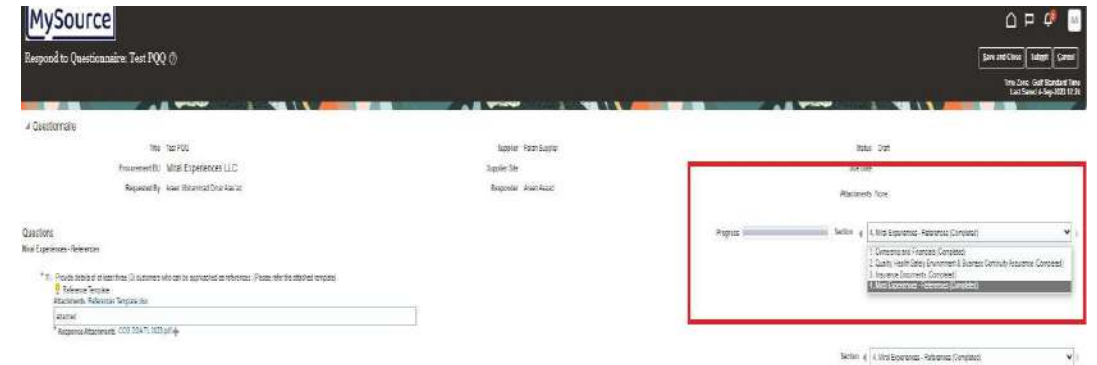


7. On completing the questions in all the sections, the **Progress** status bar will update as shown below



8. Review and click on 'Submit' button

- ❑ To navigate between the sections and within the Questionnaire, click **"Section List"** and review your answers on each section.



- ❑ On clicking the **'Submit'** button, a message will appear, confirming the response submission to the questionnaire



06. Illustration : View Qualification

1. To view the status of all the qualifications which have been responded to by Miral, click on 'View Qualifications'

The screenshot shows the Supplier Portal interface. On the left, there is a 'Tasks' sidebar with categories: Negotiations, Auctions from Seller, Qualifications, and Company Profile. The 'View Qualifications' option under the Qualifications category is highlighted with a red box. In the center, a donut chart titled 'Requiring Attention' shows a total of 13 items. The chart is divided into four segments: Business Classifications Expiring (1), Negotiation Messages (8), Negotiation Responses (1), and Questionnaires (3). A legend below the chart identifies these categories. To the right, there is a 'Recent Activity' section for the last 30 days, showing a 'Negotiation response'. At the bottom, there is a 'Supplier News' section with the text 'Dear Supplier Partner,'.

2. The list of **Qualifications and Assessments** completed will be displayed. These reflect:

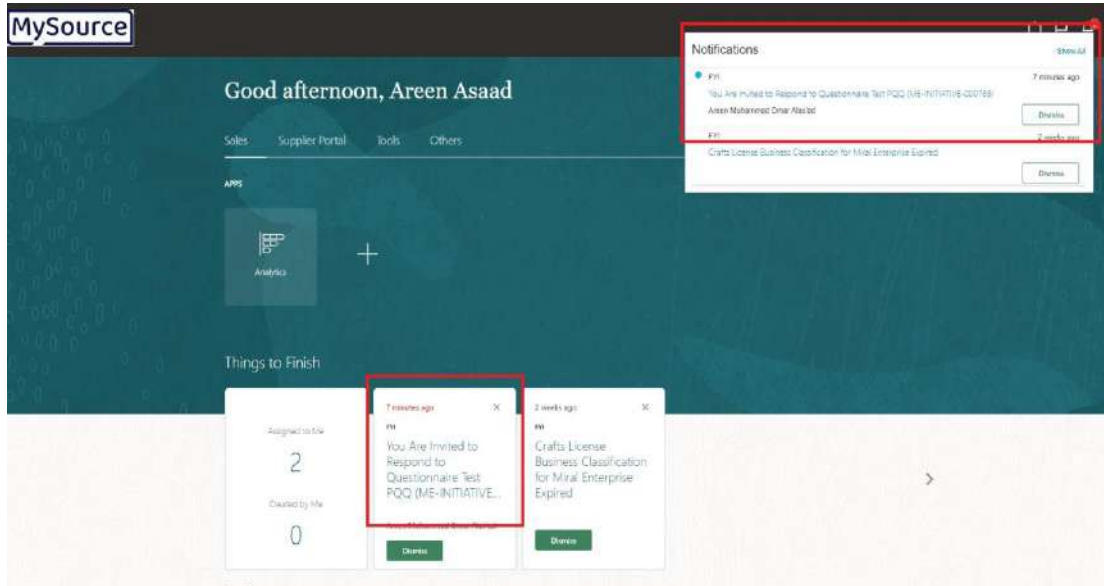
- Our understanding of your organization's qualifications, capabilities, or performance based on currently available information
- Contact us if you have questions about these status or want to provide additional information

The screenshot shows a table titled 'Qualifications' with a 'Done' button in the top right corner. Below the title, there is a note: 'The following list of qualifications and assessments reflects our understanding of your organization's qualifications, capabilities, or performance based on currently available information. Contact us if you have questions about these statuses or want to provide additional details or corrections.' The table has columns: Assessment Name, Assessment Outcome, Supplier Site, Status, Start Date, End Date, and Note to Supplier. The table is currently empty, with a message 'No data to display. Columns Hidden: 3'. Below this, there is a section titled 'Qualifications' with a table that has columns: Qualification Name, Qualification Outcome, Supplier Site, Status, Start Date, End Date, and Note to Supplier. The table contains one row: 'Health, Safety & Environment Section', 'Accepted', 'Active', '6/15/21'. The 'Qualification Name' and 'Status' cells are highlighted with red boxes.

Click on a 'Qualification Name', to view the details of the **Qualification Outcome**

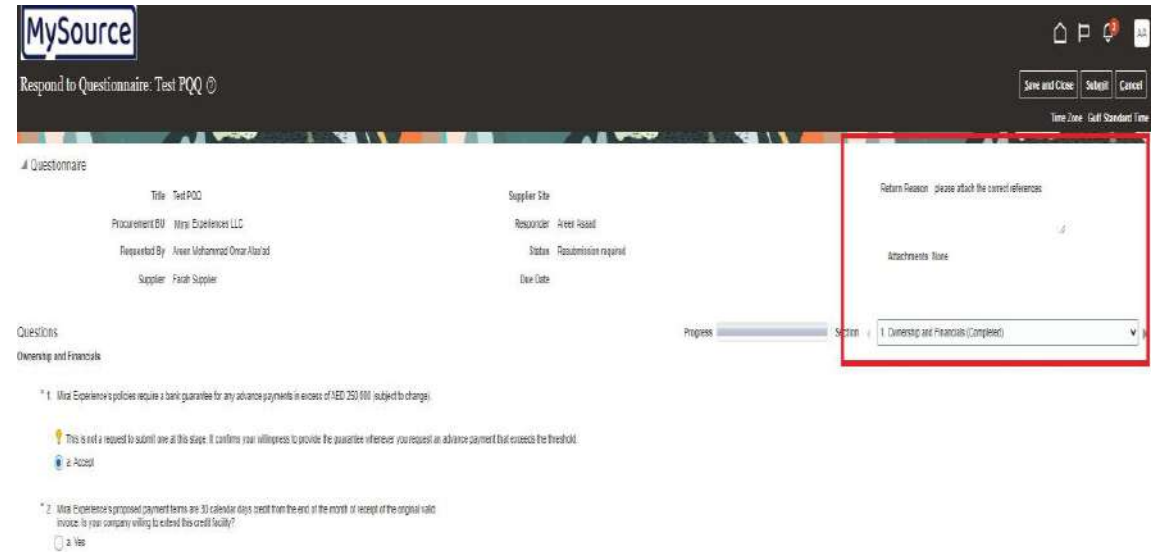
OR after you logged in to your account. You can see the “Respond to Questionnaire” notification in:

- ❑ Active Notification Icon
- ❑ Things to Finish tab



2. On clicking the “ Respond to Questionnaire” link, the questionnaire window will open. You can see the “Return Reason” on the top of the window.

- ❑ Navigate between the sections and within the Questionnaire, click “Section List” and review your answers on each section





- ❑ On clicking the **'Submit' button**, a message will appear, confirming the response submission to the questionnaire





THANK YOU!

Contact details

If you have any questions, please reach out to the contact below.

Supplier Relationship Management

E srm-mx@miral.ae

