

DAIMLER

Quick guide FVP-registration
Financial Vendor Portal

General Information (1/2)

- With the introduction of the free Self-Service application “[Financial Vendor Portal](#)” the business partners are able to exchange information in electronic form without paper. Business partners and subsidiaries of the Daimler AG are therefore able to communicate “online” using a secure platform.
- The Self Service application offers business partners access to enquiries relating to open/due and cleared items, document queries, download of payment advice (csv) as well as functions to display and change business partner master data.

General Information (2/2)

- Access to FVP requires a separate registration in the “[Daimler Supplier Portal](#)” <http://supplier.daimler.com>. This portal gives secure and uniform access to all authorized applications for the respective business partners (for registration – see quick reference guide “Daimler Supplier Portal”).
- In the following you will find the most important information for the registration in the self service application "[Financial Vendor Portal](#)" and related terms and conditions. For more information, please contact [Pool ID / Mbox](#).

Framework agreement (1/2)

- In order to register for and activate the application “Financial Vendor Portal” the “Framework Agreement” must be filled out by the business partner.
- The personal data recorded in the context of establishing the FVP application will be used exclusively for user administration and to ensure proper and secure business operation. There will be no further processing or the usage of this data. The processing and usage of personal data, resulting from the deployment of FVP will be carried out according to the regulations in compliance with the Data Protection Act.

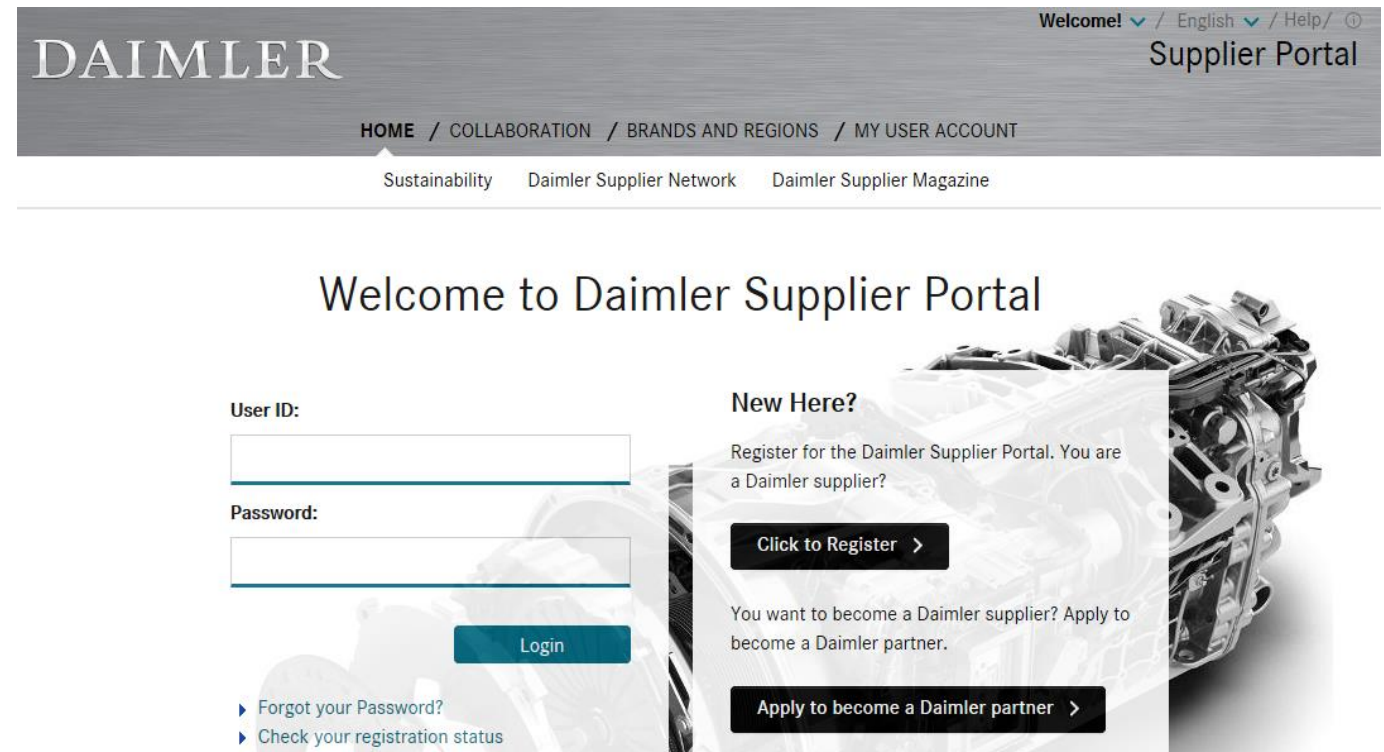
Framework agreement (2/2)

- Through effective technical and organizational measures, Daimler AG ensures that access to FVP is only possible with a valid User ID in combination with the corresponding valid password of the registered business Partner. Also the data provided by FVP cannot be accessed or manipulated by third parties.

Registration for Financial Vendor Portal (FVP)

(1/3)

- Login information: The users can log on to “Daimler Supplier Portal” with their User ID and password at <http://supplier.daimler.com>. Please enter your personal registration information into the supplier portal screen. The password must be changed at initial login.



The screenshot shows the Daimler Supplier Portal interface. At the top, the Daimler logo is on the left, and navigation links for 'Welcome!', 'English', and 'Help' are on the right. Below the logo, there are links for 'HOME', 'COLLABORATION', 'BRANDS AND REGIONS', and 'MY USER ACCOUNT'. Further down, there are links for 'Sustainability', 'Daimler Supplier Network', and 'Daimler Supplier Magazine'. The main content area features a 'Welcome to Daimler Supplier Portal' heading. On the left, there is a login form with fields for 'User ID:' and 'Password:', a 'Login' button, and links for 'Forgot your Password?' and 'Check your registration status'. On the right, there is a 'New Here?' section with a registration prompt, a 'Click to Register >' button, and an 'Apply to become a Daimler partner >' button. The background of the page features a large image of a car engine.

Registration for Financial Vendor Portal (FVP) (2/3)

- Select the application “Financial Vendor Portal” in the Supplier Portal menu.

Ihre Anwendungen

Filter

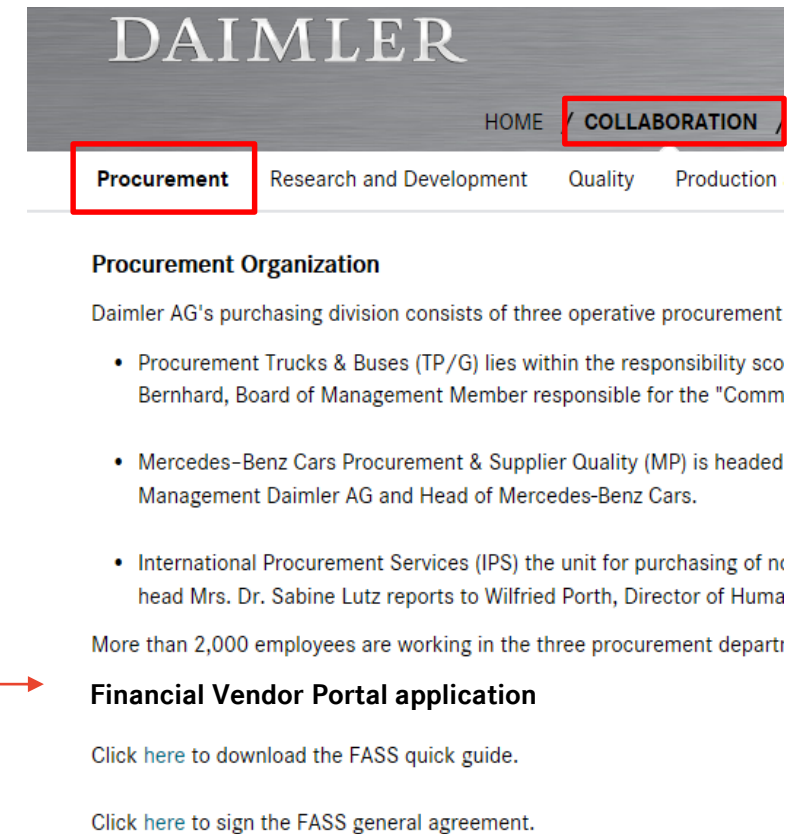
Ergebnisse anzeigen für: Alle Filter Beliebiger Filter

Filtern nach: Zugriff

Zugriff	Logo	Name	Zusammenfassung	Funktionsbereich	Handbuch	FAQ	Beantragen
<input checked="" type="checkbox"/>		- Application Administration Tool	▶ Detail	Administration			
<input checked="" type="checkbox"/>		- Application Administrators	▶ Detail	Administration			
<input checked="" type="checkbox"/>		- CCS - Corporate Certificate Service	▶ Detail	ALLE			
<input checked="" type="checkbox"/>		- FAO Vendor Portal	▶ Detail	ALLE			
<input checked="" type="checkbox"/>		- FASS - Financial Accounting Self Service	▶ Detail	Finanzen			
<input checked="" type="checkbox"/>		- SDB - Supplier Database	▶ Detail	Logistik			
<input checked="" type="checkbox"/>		- SDB - Supplier Database (DEV)	▶ Detail	Logistik			
<input checked="" type="checkbox"/>		- SDB 3.0 (DEV2)	▶ Detail	Logistik			
<input checked="" type="checkbox"/>		- SDB 3.0 (INT2)	▶ Detail	Logistik			
<input checked="" type="checkbox"/>		DocMaster	▶ Detail	Content Manageme...			

Registration for Financial Vendor Portal (FVP)

- After registering for the Supplier Portal please click on ,collaboration'. Underneath please click on ,procurement' in order to reach the Financial Vendor portal



DAIMLER

HOME / **COLLABORATION**

Procurement Research and Development Quality Production

Procurement Organization

Daimler AG's purchasing division consists of three operative procurement

- Procurement Trucks & Buses (TP/G) lies within the responsibility scope of Dr. Bernhard, Board of Management Member responsible for the "Commercial Vehicle" area.
- Mercedes-Benz Cars Procurement & Supplier Quality (MP) is headed by Dr. Gert Giering, Board of Management Member responsible for the "Mercedes-Benz Cars" area.
- International Procurement Services (IPS) the unit for purchasing of non-merchandise goods and services is headed by Mrs. Dr. Sabine Lutz reports to Wilfried Porth, Director of Human Resources.

More than 2,000 employees are working in the three procurement departments.

Financial Vendor Portal application

Click [here](#) to download the FASS quick guide.

Click [here](#) to sign the FASS general agreement.

Registrierung im Financial Vendor Portal (FVP)

Füllen Sie bitte das FVP Framework Agreement aus und bestätigen Sie per Häkchen, dass Sie das Framework gelesen haben.

FASS Framework Agreement

Framework Agreement DCS FASS

for the use of the IT application **Financial Accounting Self Service**

between

* Supplier Code			* Company name
<input type="text"/>			<input type="text"/>
<small>0 / 8</small>			
* Street			* House number
<input type="text"/>			<input type="text"/>
* Postcode	* City	* Country	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Last name			* First name
<input type="text"/>			<input type="text"/>
* E-Mail			* Telephone number
<input type="text"/>			<input type="text"/>

and

Daimler AG
Mercedesstraße 137
D-70327 Stuttgart

[> click here to open the english Framework Agreement.](#)

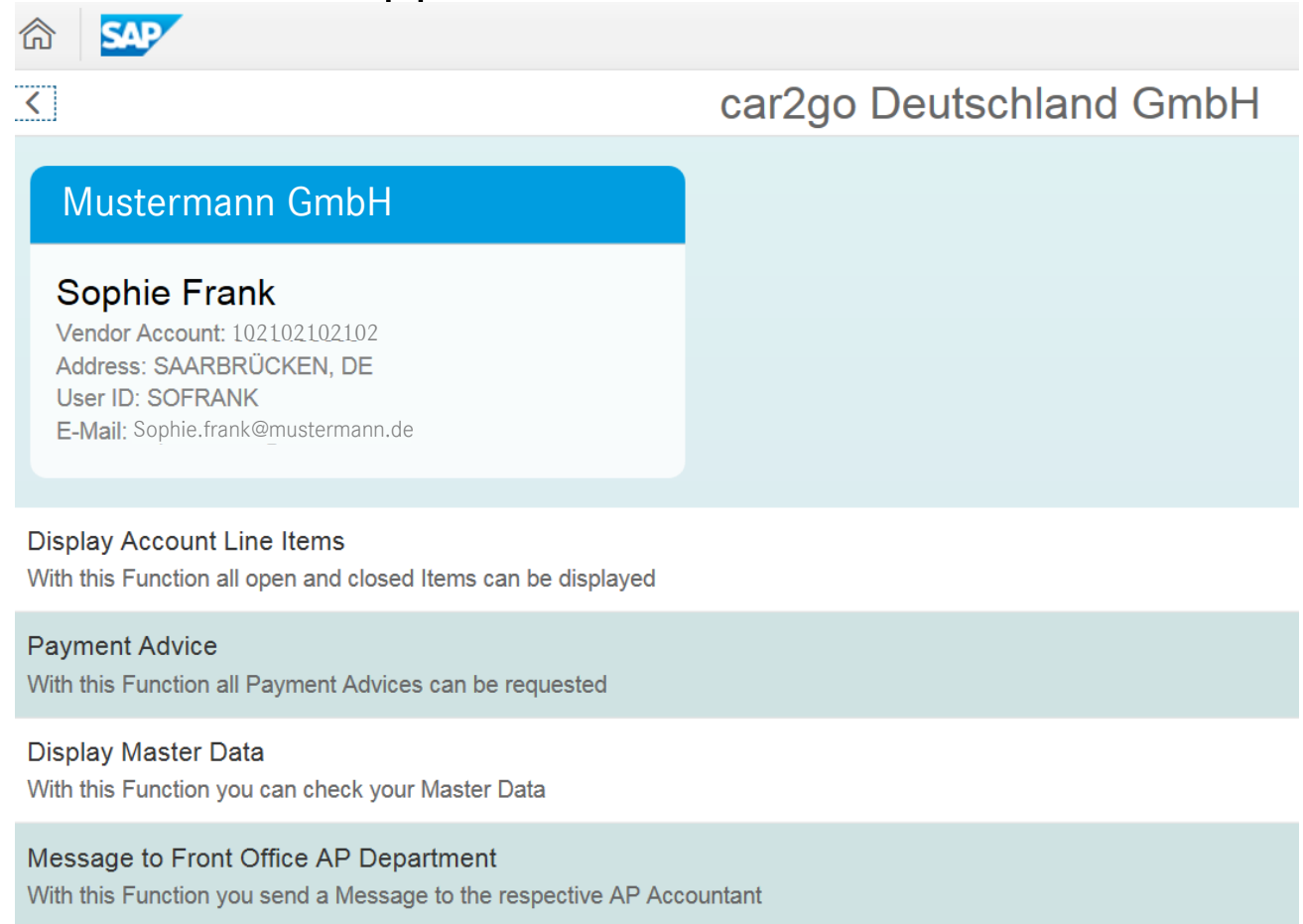
* Confirmation
 I hereby confirm that I have read the Framework Agreement.

* Mandatory answer

Registration for Financial Vendor Portal (FVP)

(3/3)

- Subsequently, you will get access to the Self Service application.



The screenshot shows the SAP Self Service application interface for Mustermann GmbH. The header includes the SAP logo and the company name "car2go Deutschland GmbH". The main content area displays the company name "Mustermann GmbH" in a blue bar, followed by the user's name "Sophie Frank" and their contact information: Vendor Account: 102102102102, Address: SAARBRÜCKEN, DE, User ID: SOFRANK, and E-Mail: Sophie.frank@mustermann.de. Below this, there are four sections with descriptions of available functions:

- Display Account Line Items**
With this Function all open and closed Items can be displayed
- Payment Advice**
With this Function all Payment Advices can be requested
- Display Master Data**
With this Function you can check your Master Data
- Message to Front Office AP Department**
With this Function you send a Message to the respective AP Accountant

DAIMLER

Publisher:

Daimler AG

Financial Accounting

Process Management Shared Services International, FAO/R

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