



Document Title: Bonatti's Increasingly Partner Suppliers

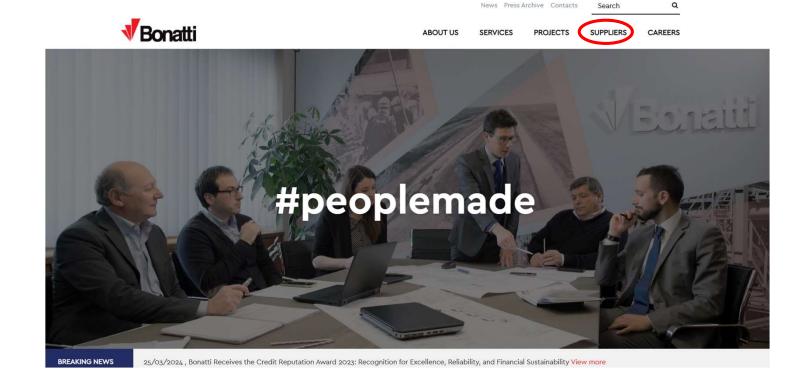
Document Type: Qualification Manual

Bonatti Support Partner E-mail: bonatti.support@nemoconsulting.it



How to access the portal

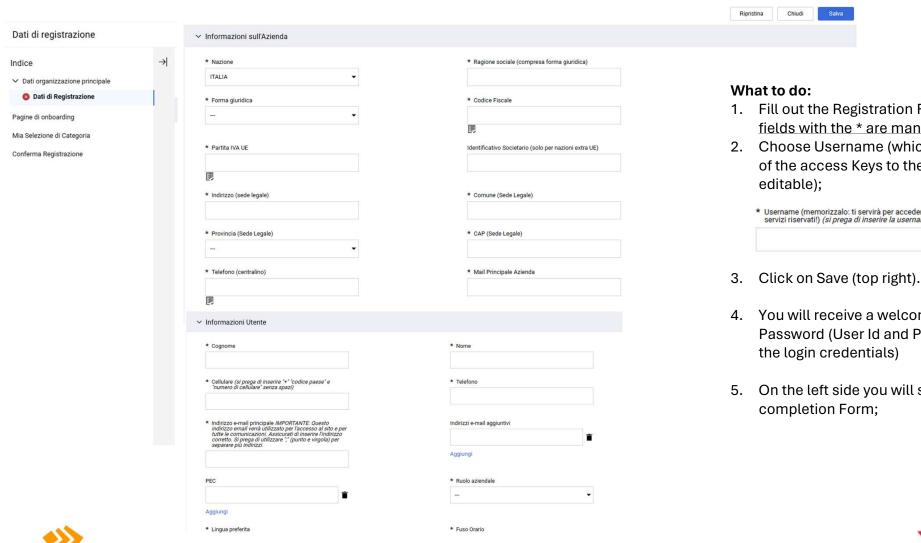
- Access the official website of Bonatti International bonattinternational.com
- 2. Click on **SUPPLIERS**
- 3. Click on the link to access the new portal «Supplier Registrer» named: **«Bonatti Vendor Qualification Hub»**
- Accept the conditions of online registration for the use of the Portal







Registration Form



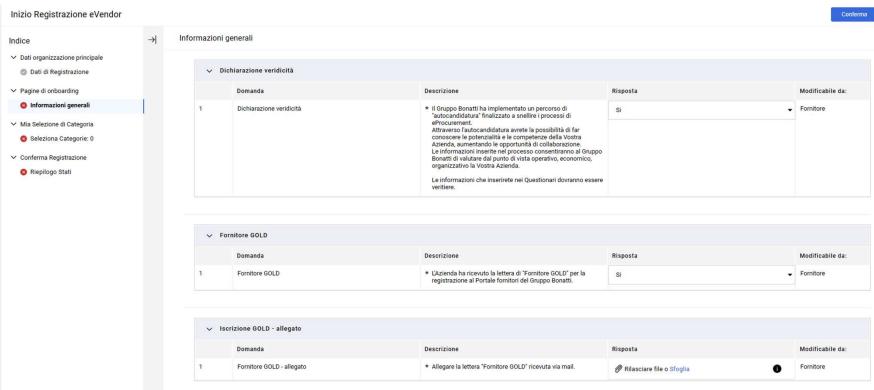
- 1. Fill out the Registration Form (beware: the fields with the * are mandatory);
- 2. Choose Username (which will become one of the access Keys to the Portal, no longer
 - * Username (memorizzalo: ti servirà per accedere ai servizi riservati!) (si prega di inserire la username)
- 4. You will receive a welcome email with the Password (User Id and Password will be
- 5. On the left side you will see the INDEX of





- CONFIDENZIALE -

General Information Form



What to do:

- 1. Answer the questions in the Form;
- 2. Click on confirm to proceed to the next Form (beware: the fields with* are mandatory)

Attention:

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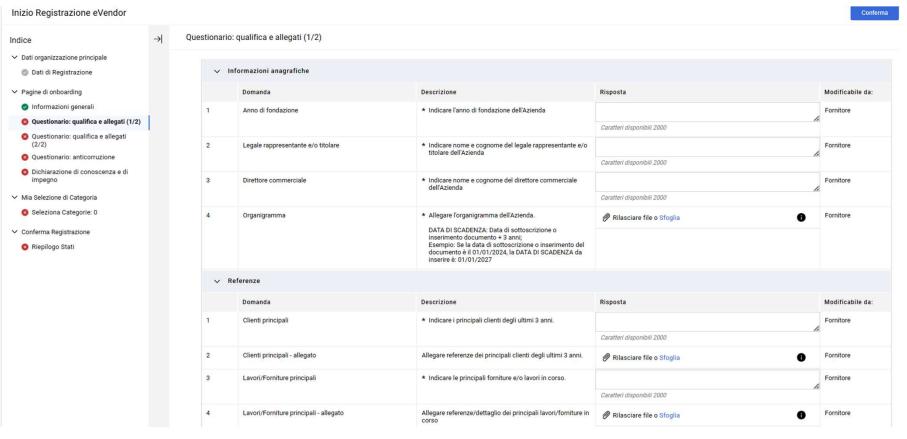
- GOLD Partners will have to attach the letter received by email;
- SILVER Partners will have to download and sign and attach the special conditions (present in the form) and enter all the data for invoicing



Qualification questionnaire Form and annexes

What to do:

- 1. Answer the questions in the Form;
- 2. Click on confirm to proceed to the next form (beware: the fields with* are mandatory).



Documents and Information to be prepared:

- Business
 Organization Chart;
- 2. Turnover (last 3 years);
- 3. Profit (last 3 years);
- Registration
 Number INPS INAIL
 - Cashier;
- 5. CCIAA or other;
- 6. Certifications (ISO, SOA);
- 7. Insurance

Optional:

- 1. Last Budget;
- 2. Legality Rating;





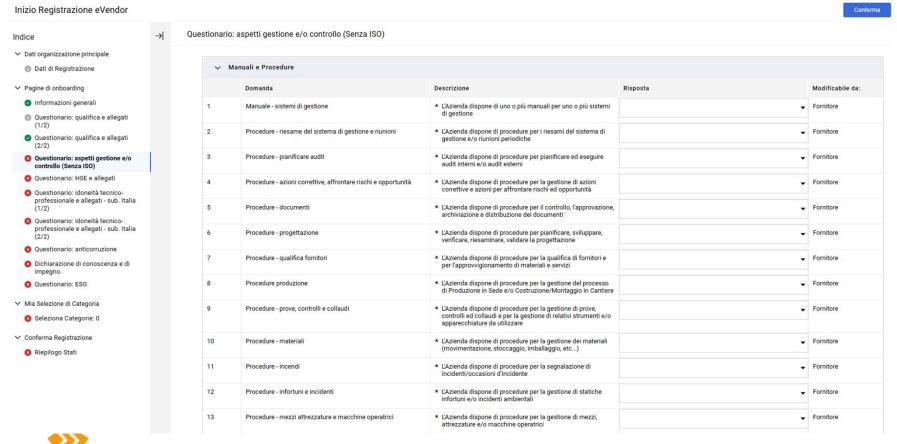
Management and/or control aspects questionnaire Form (without ISO)

This form will only be displayed by suppliers who DO NOT HAVE ISO certification What to do:

1. Answer the questions in the Form;

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2. Click on confirm to proceed to the next form (beware: the fields with* are mandatory).



They are not required documents



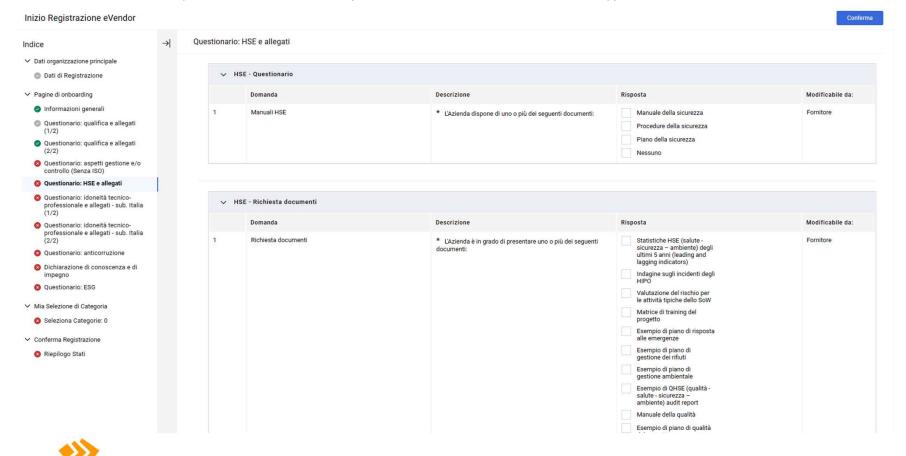
HSE Questionnaire Form and annexes

This form will only be displayed by suppliers who HAVE declared that they have «access to the yard» What to do:

1. Answer the questions in the Form;

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2. Click on confirm to proceed to the next form (beware: the fields with* are mandatory).



Documents and Information to be prepared:

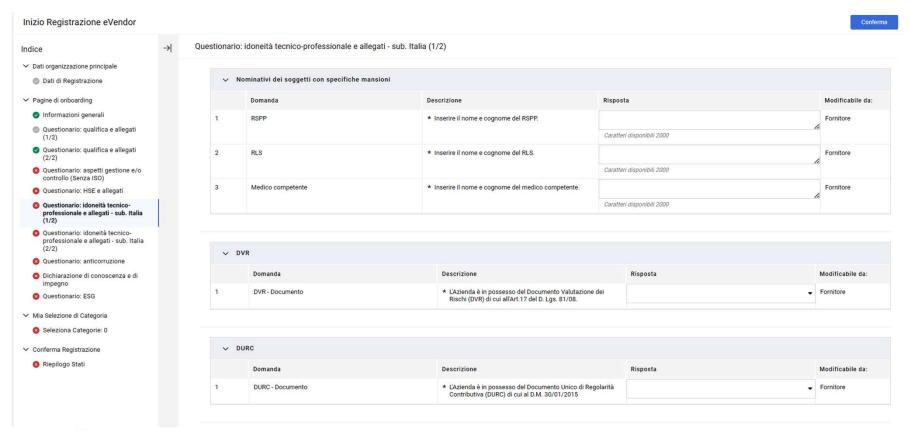
- Any manuals procedures and safety plans;
- 2. Documentation based on selection;



Questionnaire Form Professional Technical Suitability and Attachments

This Form will be displayed only by subcontractors What to do:

- 1. Answer the questions in the Form;
- 2. Click on confirm to proceed to the next form (beware: the fields with* are mandatory).



Documents and Information to be prepared, and attach according to the answers:

- 1. DVR
- 2. DURC
- Declaration Art.14
- 4. Declaration Art.80
- 5. Injuries
- 6. Organizational structure
- 7. ASR training
- 8. Training PESPAVPEI
- Formation of confined spaces
- 10. Qualification FGAS
- 11. Nuclear Training
- 12. Registration REGISTER

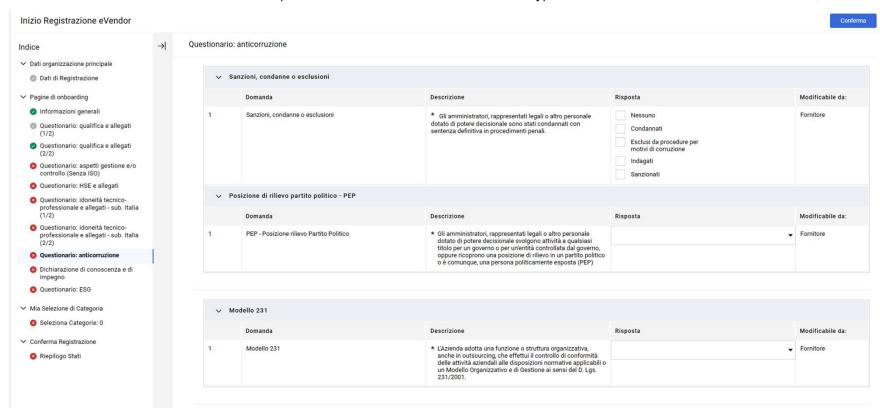




Anti-corruption Questionnaire Form

What to do:

- 1. Answer the questions in the Form;
- 2. Click on confirm to the next form (beware: the fields with* are mandatory).



Documents and Information to be prepared, and attach according to the answers:

1. Model 231 (if available)

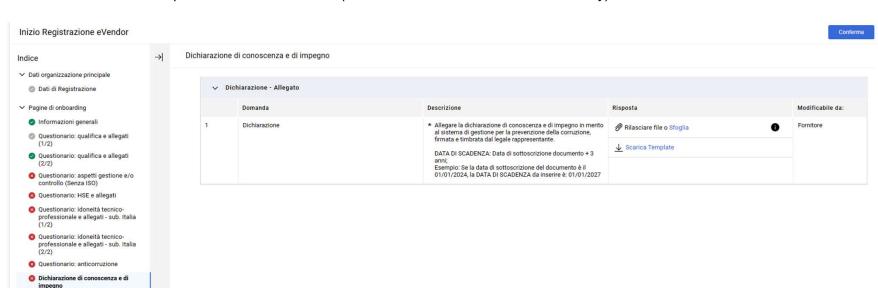




Anti-corruption Questionnaire Form

What to do:

- 1. Answer the questions in the Form;
- 2. Click on confirm to proceed to the next form (beware: the fields with* are mandatory).



Download, complete, sign and realign the statement of knowledge and commitment



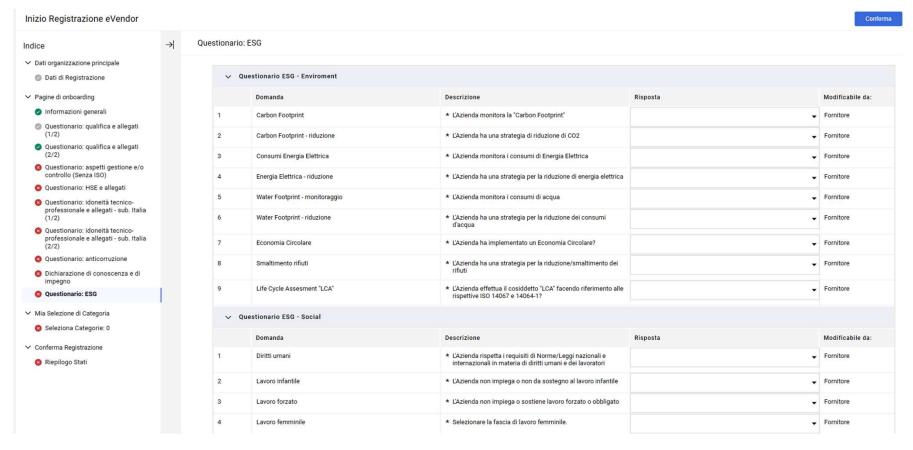
Questionario: ESG
 Mia Selezione di Categoria
 Seleziona Categoria: 0
 Conferma Registrazione
 Riepilogo Stati



ESG Questionnaire Form

What to do:

- 1. Answer the questions in the Form;
- 2. Click on confirm to proceed to the next form (beware: the fields with* are mandatory).







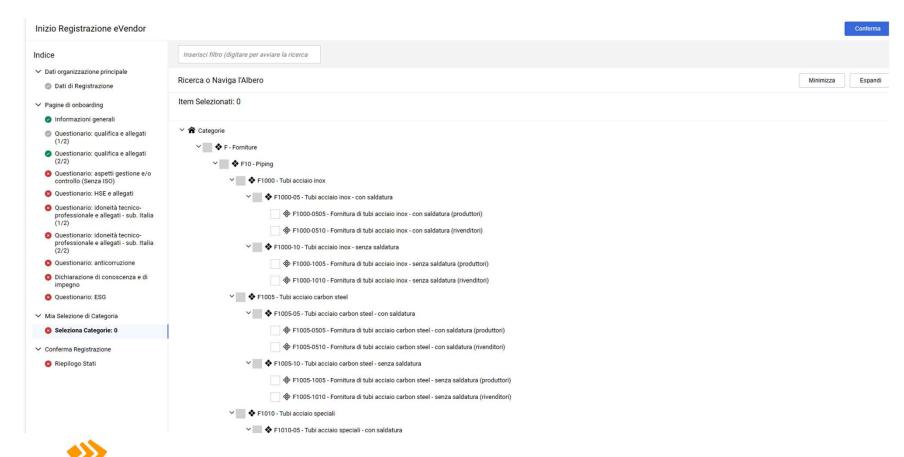
Product Category Selection

What to do:

- 1. Select category of competence (MAX 20)
- 2. Click on confirm.

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Process concluded





What to do after completing the Queationnaires

What to do - Silver Suppliers:

1. Make the payment of the Registration Fee as defined in the special conditions;

- 2. Sign back to the Supplier Portal: "Bonatti Vendor Qualification Hub";
- 3. Enter User ID (chosen in the Registration Form) and the Password (received by email), the Portal will ask, for security reasons, to change your password;
- 4. Enter to «Prolilo Azienda»
- 5. Click on «Dati di Profilo»

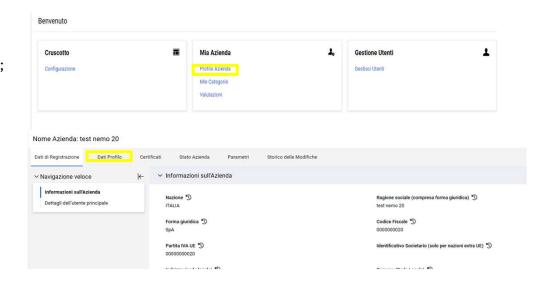
4. PAGAMENTI E FATTURAZIONE

Per poter finalizzare l'iscrizione e consentire a Nemo di emettere fattura, il fornitore dovrà:

a. effettuare bonifico alle seguenti coordinate bancarie:

Nemo Consulting srl Crédit Agricole Ag. Via <u>Armorari</u> 4 20123 Milano IBAN IT55Y0623001627000046937207

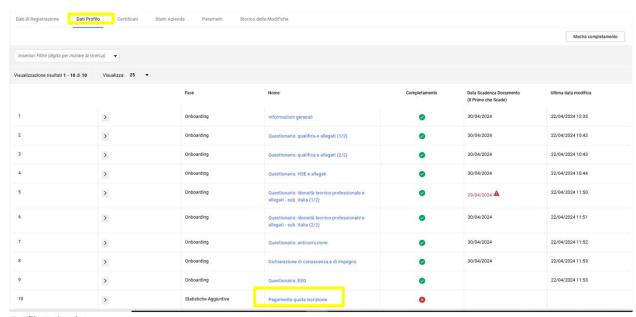
Inserendo come causale: CORRISPETTIVO DI ISCRIZIONE BONATTI VENDOR QUALIFICATION HUB







What to do after completing the Questionnaires



What to do

- 1. Click on Payment Membership
- 2. Attach payment receipt

Profilo Azienda

← 〈 > Pagamento quota iscrizione







Online Help – Supplier Support

For support or more information on using "Bonatti Vendor Qualification Portal Hub" you can refer to:

- Mail: bonatti.support@nemoconsulting.it (Supplier Support)
- Tel.: **+39 02 99749527** active from Monday to Friday



