



**LORO PIANA SUPPLIER PORTAL
REGISTRATION MANUAL**

SEPTEMBER, 2023 - VERSION 4

The **Loro Piana Supplier Portal** represents the main **Vendor Relationship Management** tool, whose purpose is, among others, to guide Suppliers registration and qualification through a dedicated platform.

The Portal simplifies the interaction and strengthens the relationship with Loro Piana, as well as optimizes and integrates **Procurement processes**, ensuring their transparency.

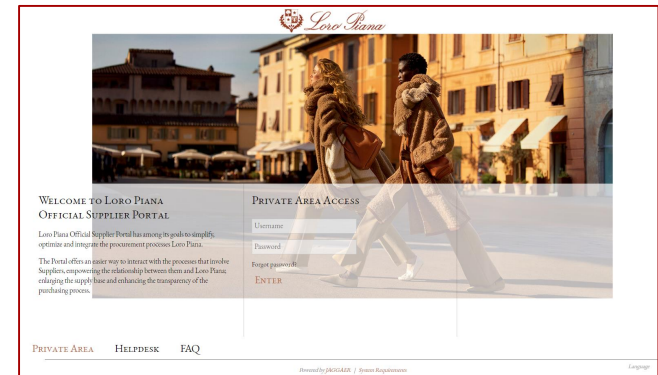
The benefits are significant and immediate:

- ✱ **Unique online access point**
- 🕒 **24/7**
- 🔍 **Transparency, organization and simplification of Qualification processes**
- 📌 **Quick access and information and documents flow**
- 💰 **Free**
- 😊 **User friendly**

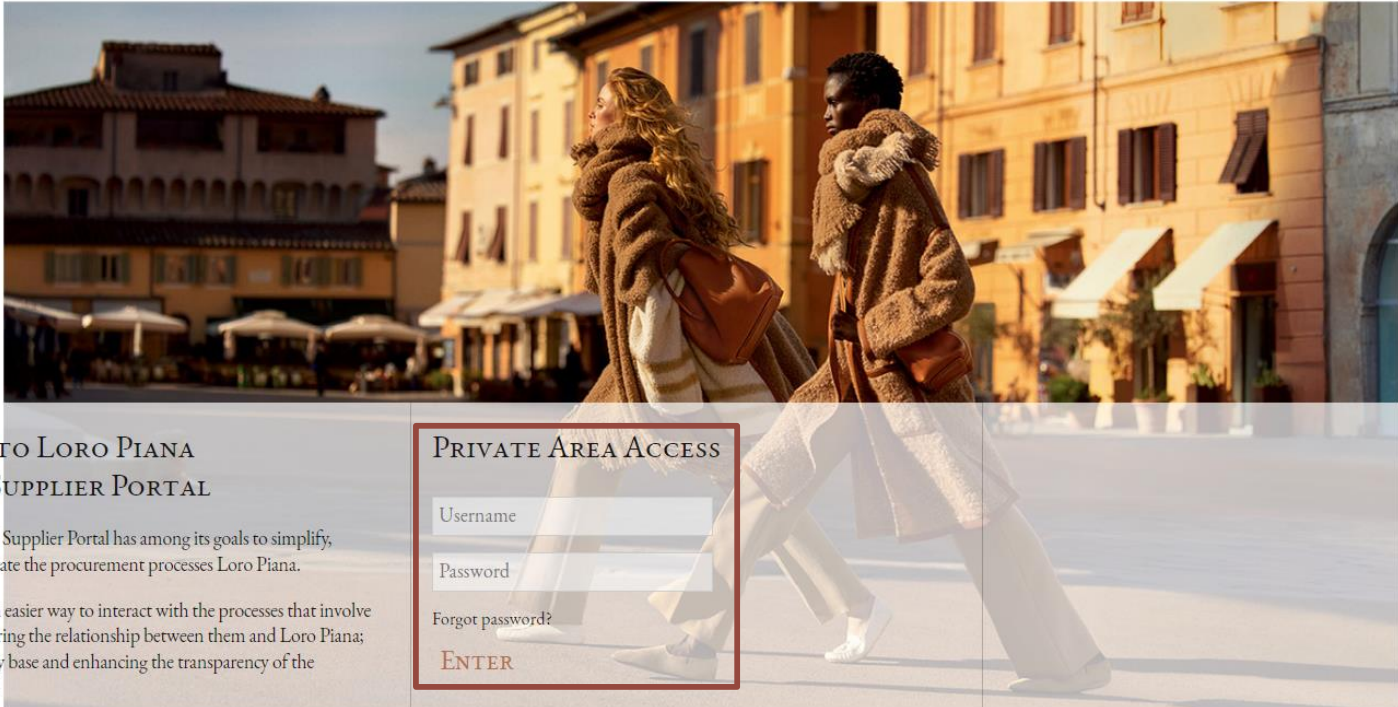
• Log-in	4
• Registration	6
• Qualification Data	20
• Data modification	29
• Password Recovery	34



Receiving an **e-mail**
with login credentials
(please check your junk
mail)



Log in to the Loro
Piana Supplier Portal

[PRIVATE AREA](#)[HELPDESK](#)[FAQ](#)

Powered by JAGGAER | System Requirements

[Language](#)

By clicking on the link enclosed in the email, you can access the Portal homepage.

To login, click on **Private Area** and enter your username and password.

To access the Portal, please declare the acceptance of the following documents.

1. General Terms And Conditions For Participation In Events Conducted Through the Portal

GENERAL TERMS AND CONDITIONS FOR PARTICIPATION IN EVENTS CONDUCTED THROUGH THE PURCHASE PORTAL OF LORO PIANA - THE DOCUMENT IS NOT RELATED TO THE PURCHASE CONDITIONS/CONTRACT WITH LORO PIANA AND ITS CONTROLLED COMPANIES, BUT JUST FOR THE USE OF THIS PORTAL

1. INTRODUCTION

1.1 Loro Piana S.p.A., headquartered in Quarona (VC), Corso Rolandi 10, VAT number 01611400027, is the owner of the purchase portal "Purchase Portal of Loro Piana" (the Portal).

1.2 Loro Piana operates the Portal as a buyer (the Buyer or Loro Piana).

2. SCOPE

2.1 The scope of this agreement (the General Conditions) is to define the terms and conditions under which certain parties, operating within the range of their own business, institutional or professional activities (the Supplier or the Suppliers), can take part as suppliers, when invited, in request for quotation as well as other events (the Events), organized by the Buyer, through BravoSolution's Technological Platform (the Platform), featuring proprietary hardware and software.

2.2 The participation and the implementation of Events shall be governed by the "General Terms and Condition" and the Participation Regulation governing participation in Requests for Quotation and all other Events performed through the Purchase Portal of Loro Piana" (the Regulation) (hereinafter Conditions and Regulation).

3. REGISTRATION TO THE PORTAL - PARTICIPATION IN EVENTS

3.1 The mandatory condition for utilizing the Platform is registration and qualification to the Portal. To this end, the Supplier shall communicate, in a truthful and proper fashion, all personal information and any other details deemed necessary or useful by the Buyer for identifying the Supplier (the Registration Data).

3.2 Upon registration, the Supplier shall choose one or more identification code(s) (User Id) and be awarded one or more Password(s) (Password(s)). The registration shall be deemed completed upon the Buyer activating the Password and User ID.

3.3 User ID and Password are strictly personal and non-transferable. The Supplier shall pledge not to disclose them to third parties and to store and safeguard them with the utmost care. The

[Download the document](#)



I have read and accepted the contents of the document

The Supplier hereby acknowledges subsequent to careful reading to specifically accept the provisions contained in the following Articles:



Art. 3.6 (Activation of Operating Accounts), Art. 4 (Obligations and Guarantees of the Supplier), Art. 5 (Termination – Disclaimer of Agreement), Art. 6 (Buyer Limitation of Liability and Absence of Warranties), Art. 7 (Industrial and Intellectual Property Rights), Art. 10 (Amendments to Conditions for the Supplier), Art. 12 (Applicable Legislation and Court of Law).

2. Regulations Governing Participation In A Request For Quotation And All Other Events Performed Through The Portal

**REGULATIONS GOVERNING PARTICIPATION IN A REQUEST FOR QUOTATION AND ALL OTHER EVENTS PERFORMED THROUGH THE PURCHASE PORTAL OF LORO PIANA -
THE DOCUMENT IS NOT RELATED TO THE PURCHASE CONDITIONS/CONTRACT WITH LORO PIANA AND ITS CONTROLLED COMPANIES, BUT JUST FOR THE USE OF THIS PORTAL**

PART I: GENERAL PRINCIPLES AND PROVISIONS

1. INTRODUCTION

- 1.1 The request for quotation is defined as the request for sending and the consequent issue, all by electronic means, of a binding financial quotation and/or a binding indication of the technical-pricing terms and conditions involving the exchange of goods and services (the Request for Quotation or the RFQ).
- 1.2 The Request for Quotation is between Buyer and one or more Suppliers, with each Party operating within the range of its business, professional or institutional activity and registered on the Portal, through the submitting of quotations (Quotations) in the Platform.
- 1.3 The Regulations define methods for the implementation of a Request for Quotation and all other events performed through Platform utilisation in addition to the obligations and the rules that Buyer and Suppliers ought to comply with throughout the duration of an Event. Further specific provisions relating to the implementation of each Event, binding for both Buyer and Suppliers, are highlighted in the Letter of Publication as well as in the Platform's dedicated information sections.
- 1.4 The general principles that govern the implementation of Events and participation therein are the equality of conditions for all participants, transparency, good faith, fairness, confidentiality of information traded and compliance with the Law.
- 1.5 For reasons of clarity, terms starting with a capital letter but not specifically defined in the Regulations, shall bear the meaning as given in "General terms and conditions for Supplier participation in events conducted through the Purchase Portal of Loro Piana" (General Conditions).

2. NOTIFICATIONS RELATING TO EVENTS

- 2.1 All actions and communications on the part of the Buyer and Suppliers at every stage of the Event (including the preliminaries, implementation, award and any possible suspensions

[Download the document](#)

☐

I have read and accepted the contents of the document

3. Suppliers Code of conduct

Suppliers code of conduct (April 2018 version)

Loro Piana S.p.A. with registered offices in Corso Rolandi 10, Quarona (VC) – Italy and the controlled company Manifattura Loro Piana S.r.l., with registered offices in via Parini 52, Sillavengo (NO) – Itali, VAT 01467220032 (together “Loro Piana”) belong to the LVMH Group.
The LVMH Group attaches great importance to ensuring that its Maisons and their partners share a set of common rules, practices and principles with respect to ethics, social responsibility and protection of the environment.
Consequently, the LVMH Group expects its Maisons to establish and promote exemplary relations with all their partners (suppliers, distributors, subcontractors, etc.) anchored in responsibility, fairness and integrity.
Each LVMH Group Maison therefore requires its suppliers to respect the ethical principles presented in this Supplier Code of Conduct and to ensure that their own suppliers and subcontractors do the same.

In the conduct of its activities, Loro Piana is committed to complying with all applicable laws, regulations and national and international conventions, as well as with best practices, in particular with regards to ethics, social responsibility and protection of the environment. Loro Piana expects its suppliers to apply the same respect for applicable laws and ethics principles as they do in the management of their own companies. Loro Piana requires strict compliance with these standards by all its suppliers, their workers, their production facilities, their subcontractors and their own suppliers.
When national legislation or other applicable regulations address the same issue as this Supplier Code of Conduct, the highest standards or most restrictive provisions shall apply. When this Supplier Code of Conduct is in contradiction with applicable law, the applicable law shall apply.

[Download the document](#)

☐ I have read and accepted the contents of the document

The supplier hereby acknowledges and accepts that it is expressly excluded and prohibited any sales of loan claimed to Loro Piana SpA / Manifattura Loro Piana from factoring companies, banks or in general to any third party

☐ I accept the content

1

NEXT

Once you have declared all documents acceptance, click the highlighted button (1)

On first login, you are prompted **to change your password**.

Enter the new password and click the highlighted button

Specify a new Password in order to proceed



For reasons of security you are required to change your Password.
Please enter a new Password in the fields below, and click "Submit" to continue.



Passwords must contain at least 8 characters
Password must be different from login
New password must be different from the previous 3 passwords

New Password

Confirm Password

Cancel

Submit

To start the registration process, fill in the mandatory fields (1) of the **Registration Data** section

next

Registration Data

Search For Your Data In Cribis Database

Close

Save & Continue

Organisation Details

SAP Code

Country (Headquarter office)
ITALY

Organisation Name
Fornitore test Italia

C.F.
03718020047

Corporate Number / Tax Identification Number / Business Number

03718020047

EU VAT Number
IT03718020047

* Address

Via Roma

* Street number

12

* Postal Code

10100

* City

TORINO

* State/County

Torino

1

Registration Data

[Search For Your Data In Cribis Database](#)[Close](#)[Save & Continue](#)

3

User Details

* Commercial Representative Name

Luca

* Commercial Representative Surname

Comolo

* Email **IMPORTANT:** This email address will be used for access to the site and for all communications. Please ensure you enter the address correctly. Please use ';' (semicolon) to separate multiple addresses.

luca.comolo@loropiana.com

Telephone

Mobile (please enter "+" "country code" and "your mobile phone number" with no spaces)

Fax Number

* Username (please do not forget your username)

8876499459<b

* Preferred Language

English (UK)

* Time Zone

(GMT + 1:00) CET (Central Europe Time), Brussels, Budapest, Copenhagen, Madrid, Paris, Rome

Enter the data in the mandatory fields (2) and click on the highlighted button (3)

To continue the registration process, complete the mandatory fields (1) of the **Personal data** of Onboarding pages section.

Begin Vendor Registration

CancelSave & Continue

Registration Data2 Onboarding PagesRegistration Confirmation

Quick NavigationPERSONAL DATA (In charge to Supplier)BANK DETAILS (In charge to Supplier)GENERAL QUESTIONNAIRE_Phase 1 (In ...)

PERSONAL DATA

	QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
1	INDIVIDUAL PERSON	* Are you an individual person?	<div></div>	Supplier
2	TAX RESIDENCY	* Indicate Tax Residency country	<div></div>	Supplier
3	FOREIGN SERVICES PROVIDER FOR ITALY	* Are you a Supplier of services, resident tax payer in a country different from Italy, providing services to an Italian Loro Piana Company?	<div></div>	Supplier

Then, click on the highlighted button (2)

next

If you affirmatively answer to the question "Are you a Supplier of services, resident tax payer in a country different from Italy, providing services to an Italian Loro Piana Company?", complete the following mandatory fields (1):

2
Cancel
Save & Continue

Begin Vendor Registration
FOREIGN SERVICE PROVIDER

Quick Navigation

FOREIGN SERVICE PROVIDER

BANK DETAILS (In charge to Supplier)

GENERAL QUESTIONNAIRE_Phase 1 (In ...)

FOREIGN SERVICE PROVIDER

QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
1	Tax residence * Is the Entity a resident tax-payer in a country different from Italy? In case of changes in the above declared conditions, the Company must promptly notify Loro Piana, by modifying the question	<div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>	Supplier
2	Company performance * The service/s rendered to Loro Piana S.p.A. is/are carried out in Italy? In case of changes in the above declared conditions, the Company must promptly notify Loro Piana, by modifying the question	<div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>	Supplier
3	Commercial_Industrial_professional services * Does the Entity carry on any commercial or industrial activity in Italy through a permanent establishment, either performs in Italy any personal service from a fixed base situated therein? In case of changes in the above declared conditions, the Company must promptly notify Loro Piana, by modifying the question	<div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>	Supplier
4	Beneficiary * Is the Entity the beneficial owner of the income? In case of changes in the above declared conditions, the Company must promptly notify Loro Piana, by modifying the question	<div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>	Supplier

Then, click the highlighted button (2)

If you answer "Italy" when asked "Indicate Tax Residency country", complete the following mandatory fields (1):

Begin Vendor Registration Cancel Save & Continue

Registration Data **2** Onboarding Pages Registration Confirmation

Quick Navigation |< ITALIAN NATIONALITY (In Charge To Supplier)


- PERSONAL DATA (In charge to Supplier)
- ITALIAN NATIONALITY (In charge to Su...**
- BANK DETAILS (In charge to Supplier)
- GENERAL QUESTIONNAIRE_Phase 1 (In ...)

	QUESTION	DESCRIPTION	RESPONSE 1	EDITABLE BY
1	VAT number	* Please indicate VAT number	<input type="text"/> Characters available 2000	Supplier
2	PEC MAIL	Please indicate your PEC (certified) mail	<input type="text"/> Characters available 2000	Supplier
3	TAX AND WAGE COMPLIANCE CERTIFICATE	* Are you compliant with social security payments (DURC declaration)?	<input type="text"/>	Supplier
4	Company subject to withholding tax	* Please indicate if the Company is subject to withholding tax	<input type="text"/>	Supplier

Then, click the highlighted button (2)

next

If you affirmatively answer to the question "Do you have the DURC?", you just need to request the competent institution to issue the document (1) and Loro Piana will directly upload the attachment and update the expiration (2)

← Fornitore: [Fornitore Test 21-04-22](#) ⓘ Prequalification in progress (Registrato) 1  ...

Azienda Categorie Storico Modifiche

Stato Fornitore Dati Di Registrazione Dati Profilo Parametri

← < > DURC_ALLEGATO (In Carico A Loro Piana)

▼ DURC_ALLEGATO



DOMANDA	DESCRIZIONE	RISPOSTA	MODIFICABILE DA:
1	DURC (Allegato)	<p>Richiedere all'Ente competente il DURC in corso di validità. Loro Piana provvederà direttamente al caricamento del documento e all'aggiornamento della data di scadenza.</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p>(Nessun file allegato)</p> <p>* Scade il:</p> </div>	Buyer ⓘ

Annulla
3 3

Fornitore: [Fornitore Test 21-04-22](#) ⓘ Prequalification in progress (Registrato)

DURC_ALLEGATO (In Carico A Loro Piana)

▼ DURC_ALLEGATO

DOMANDA	DESCRIZIONE	RISPOSTA	MODIFICABILE DA:
1	DURC (Allegato)	<p>Richiedere all'Ente competente il DURC in corso di validità. Loro Piana provvederà direttamente al caricamento del documento e all'aggiornamento della data di scadenza.</p> <div style="border: 2px solid red; padding: 5px; margin-top: 10px;"> <p>+ Allega documento </p> <p>* Scade il: <input type="text" value="dd/MM/yyyy"/> </p> </div>	Buyer ⓘ

Then, click the highlighted button (3)

In **Bank details** section, attach your bank statement or a copy of an account statement containing bank details, without any sensitive data (1 and 2).

Then, click the highlighted button (3)

next

Begin Vendor Registration

Cancel **3 Save & Continue**

✓ Registration Data **2** Onboarding Pages ✓ Registration Confirmation

Quick Navigation BANK DETAILS (In Charge To Supplier)

- PERSONAL DATA (In charge to Supplier)
- ITALIAN NATIONALITY (In charge to Sup...
- TAX AND WAGE COMPLIANCE CERTIFIC...
- BANK DETAILS (In charge to Supplier)**
- GENERAL QUESTIONNAIRE_Phase 1 (In ...

	QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
BANK_1				
1	BANK STATEMENT 1	* Please attach your bank statement or account statement without sensitive data (transactions and balance) BANK STATEMENT HAS TO INCLUDE SWIFT CODE	1 + Attach File	Supplier
2	ISR NUMBER - 1	Please indicate the ISR number (only for Swiss banks)	 Characters available 2000	Supplier
BANK_2				
	QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
1	BANK STATEMENT 2	Please attach your bank statement or account statement without sensitive data (transactions and balance) BANK STATEMENT HAS TO INCLUDE SWIFT CODE	2 + Attach File	Supplier
BANK_3				

In the **General Questionnaire-phase 1** section, to **prove the existence of the Company**, attach the document required (1), based on nationality and legal status.

Then, click the highlighted button (2)

2 **Save & Continue**

Begin Vendor Registration

✓ Registration Data
2 Onboarding Pages
✓ Registration Confirmation

Quick Navigation

- PERSONAL DATA (In charge to Supplier)
- ITALIAN NATIONALITY (In charge to Sup...
- BANK DETAILS (In charge to Supplier)
- GENERAL QUESTIONNAIRE_Phase 1 (In ...

GENERAL QUESTIONNAIRE_Phase 1 (In Charge To Supplier)

COMPANY GENERAL DATA_PHASE 1

QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
1	ADMINISTRATIVE REPRESENTATIVE (NAME)	<div> Please indicate first and last name of your Head of Accounting <div style="border: 1px solid #ccc; height: 30px; width: 100%;"></div> <small>Characters available 2000</small> </div>	Supplier
2	ADMINISTRATIVE REPRESENTATIVE (MAIL)	<div> Please indicate e-mail of your Head of Accounting <div style="border: 1px solid #ccc; height: 30px; width: 100%;"></div> <small>Characters available 2000</small> </div>	Supplier
3	Document proving Company existence	<div> <div> <div>+</div> <div>Attach File</div> <div style="border: 1px solid #ccc; height: 30px; width: 100%;"></div> </div> </div>	Supplier

Registration Confirmation

Main Page

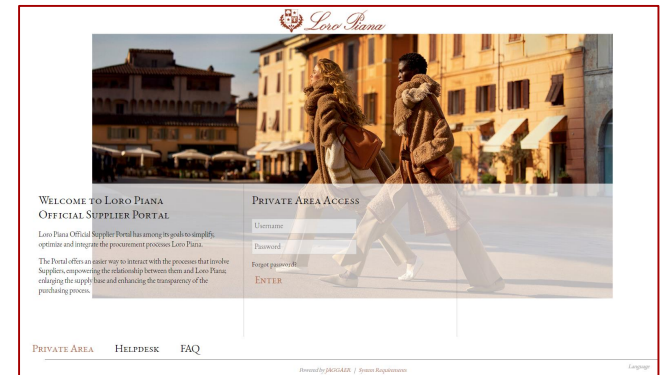
- ✓ Registration Data
- ✓ Onboarding Pages
- 3 Registration Confirmation

✓ The Registration Process is complete. Your account has been activated.
Log in with your Username and Password to access the platform.

Registration Summary

	COMPLETION STATUS (MANDATORY QUESTIONS FOR REGISTRATION)
Registration Data	✓
PERSONAL DATA (In charge to Supplier)	✓
ITALIAN NATIONALITY (In charge to Supplier)	✓
BANK DETAILS (In charge to Supplier)	✓
GENERAL QUESTIONNAIRE_Phase 1 (In charge to Supplier)	✓

Your **registration process** has been successfully completed.

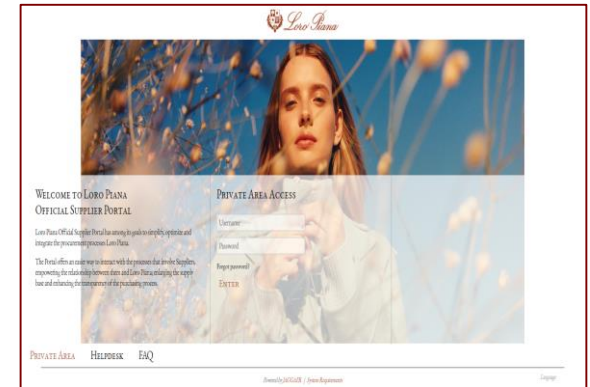


If the information provided is incomplete, you will receive an e-mail with the request for modification and the link to direct access the form to be modified

Login to the Loro Piana Supplier Portal and modify the data

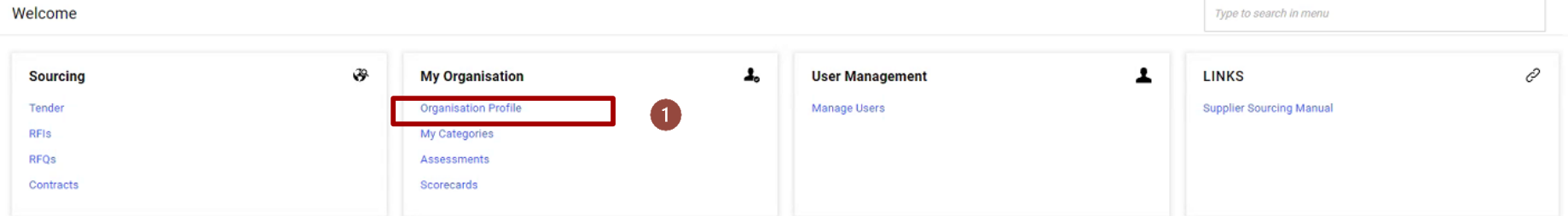


Once registered, you will receive an e-mail requiring to complete additional data in order to be qualified. The e-mail encloses the link for direct access to the new questionnaires.

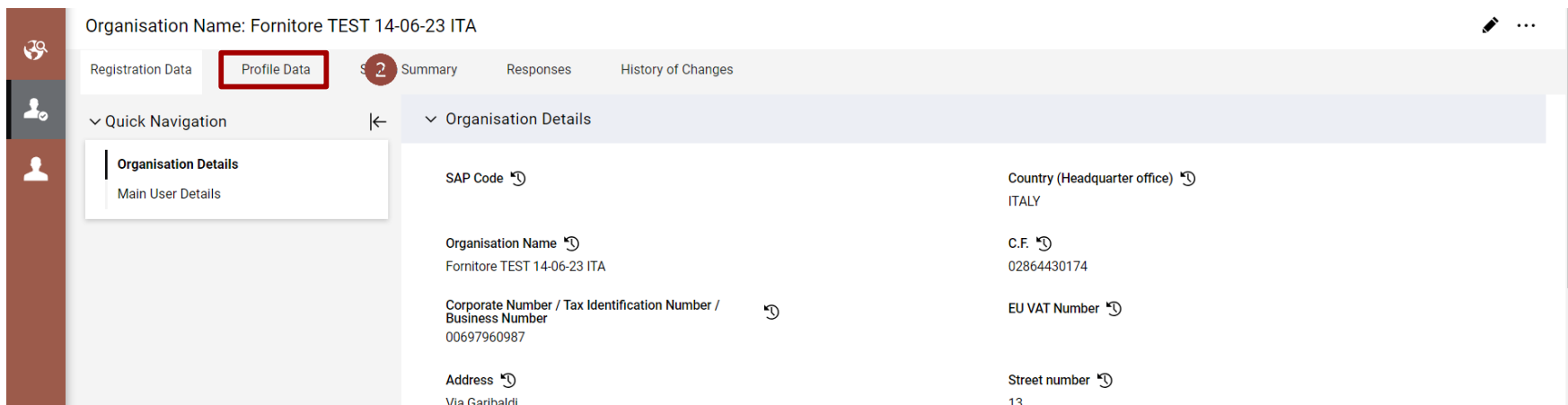


Login to the Loro Piana Supplier Portal and complete the new questionnaires

From Home page, click on **Organization profile** (1)



and select **Profile data** (2)



and access every Form to complete the information, by directly clicking on it (1)

Showing Result 1 - 9 of 9		Show: 25				
		PHASE	TITLE	COMPLETION	DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)	LAST MODIFIED DATE
2	>	Onboarding	PERSONAL DATA (In charge to Supplier)	✓		21/06/2023 15:14
3	>	Onboarding	INDIVIDUAL PERSON DETAILS (REGISTRATION OWNER (In charge to Supplier)	✓		21/06/2023 16:20
4	>	Onboarding	ITALIAN NATIONALITY (In charge to Supplier)	✓		21/06/2023 16:32
5	>	Onboarding	BANK DETAILS (In charge to Supplier)	✓		21/06/2023 15:16
6	>	Onboarding	GENERAL QUESTIONNAIRE_Phase 1 (In charge to Supplier)	✓	31/12/2099	21/06/2023 15:17
7	>	Additional	PERSONAL DATA PROCESSING (In charge to Supplier)	✗		21/06/2023 17:27
8	>	Additional	PERSONAL DATA CHECKLIST (In charge to Supplier)	✗		28/06/2023 15:42
9	>	Additional	GENERAL QUESTIONNAIRE_Phase 2 (In charge to Supplier)	✗		28/06/2023 15:45

Start with **Personal data processing** Form, click on «**Modify**» (1) and complete the requested information and **save**.

Organisation Profile

PERSONAL DATA PROCESSING (In charge to Supplier)

1

PERSONAL DATA PROCESSING (In charge to Supplier)

It is not possible to edit this Forms as it is currently editable through the Editable Assessments area

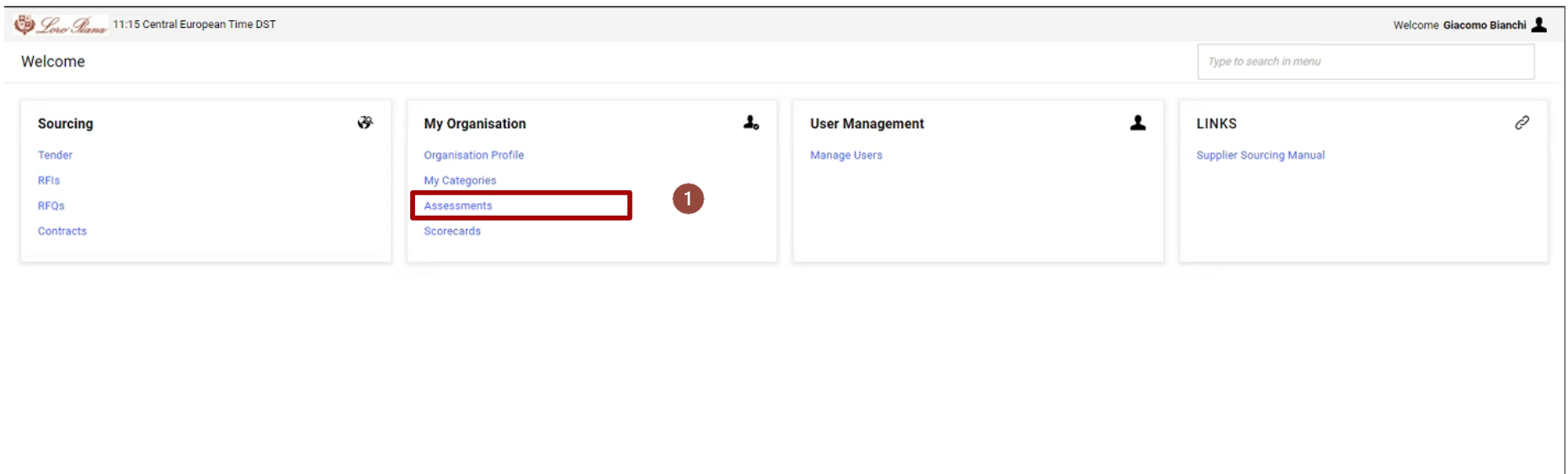
PERSONAL DATA PROCESSING

	QUESTION	DESCRIPTION	RESPONSE	EDITABLE BY
1	Personal Data Processing	<p>* The supplier will process personal data* on behalf of Loro Piana, as for example Loro Piana's employees personal data or Loro Piana's customers personal data (customer here is intended as individual not a company)?</p> <p>*Personal data refers to name, surname, form of identification, email, phone number, address, etc.</p>	<div>2</div> <div>Yes</div>	Supplier

Repeat the procedure for the other Forms (**Personal data checklist** and **General Questionnaire_phase 2**) and, once all the mandatory fields have been completed, the green check will appear (1).

Showing Result 1 - 9 of 9		Show: 25				
		PHASE	TITLE	COMPLETION	DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)	LAST MODIFIED DATE
2	>	Onboarding	PERSONAL DATA (In charge to Supplier)	✓		21/06/2023 15:14
3	>	Onboarding	INDIVIDUAL PERSON DETAILS (REGISTRATION OWNER (In charge to Supplier)	✓		21/06/2023 16:20
4	>	Onboarding	ITALIAN NATIONALITY (In charge to Supplier)	✓		21/06/2023 16:32
5	>	Onboarding	BANK DETAILS (In charge to Supplier)	✓		21/06/2023 15:16
6	>	Onboarding	GENERAL QUESTIONNAIRE_Phase 1 (In charge to Supplier)	✓	31/12/2099	21/06/2023 15:17
7	>	Additional	PERSONAL DATA PROCESSING (In charge to Supplier)	✓	1	21/06/2023 17:27
8	>	Additional	PERSONAL DATA CHECKLIST (In charge to Supplier)	✓		28/06/2023 15:42
9	>	Additional	GENERAL QUESTIONNAIRE_Phase 2 (In charge to Supplier)	✓		28/06/2023 15:45





Then go back to Home page and in the session **My Organization**, click on **Assessments** (1)




The screenshot shows the Loro Piana Qualification Data dashboard. The top header includes the Loro Piana logo, the time '11:15 Central European Time DST', and a welcome message 'Welcome Giacomo Bianchi'. Below the header, there is a 'Welcome' section with a search bar. The main content area is divided into four columns:

- Sourcing**: Contains links for Tender, RFIs, RFQs, and Contracts.
- My Organisation**: Contains links for Organisation Profile, My Categories, **Assessments** (highlighted with a red box and a red circle with the number 1), and Scorecards.
- User Management**: Contains a link for Manage Users.
- LINKS**: Contains a link for Supplier Sourcing Manual.

Select **Editable assessment** (1) and enter in the **Category** clicking on it:


14:19 Central European Time DST

Welcome Giacomo Bianchi

Assessments

Editable Assessments


Qualification Assessments

Enter Filter (type to start search)

Showing Result 1 - 1 of 1

	ASSESSMENT CODE	BUYER ORGANISATION	ASSESSMENT DESIGNATION	ASSESSMENT GROUP NAME	FIRST CATEGORY	REQUEST RECEIVED ON ↓	EDITABLE FORM COMPLETION	EDITABLE CATEGORY FORM COMPLETION
1	asm_5088	LORO PIANA	SERVIZI DI CONSULENZA CONTABILITÀ, FINANZA E REVISIONE	GDV Categoria A01	A01 - CONSULTING SERVICES FOR ACCOUNTING, FINANCE AND AUDITIN	14/06/2023 14:05	×	

Then submit the information with a click “**Return Forms to Buyer**” (1)


14:31 Central European Time DST

Welcome Giacomo Bianchi

← LORO PIANA

Details

Editable Forms Editable Category Forms

→ Form List

Showing Result 1 - 4 of 4

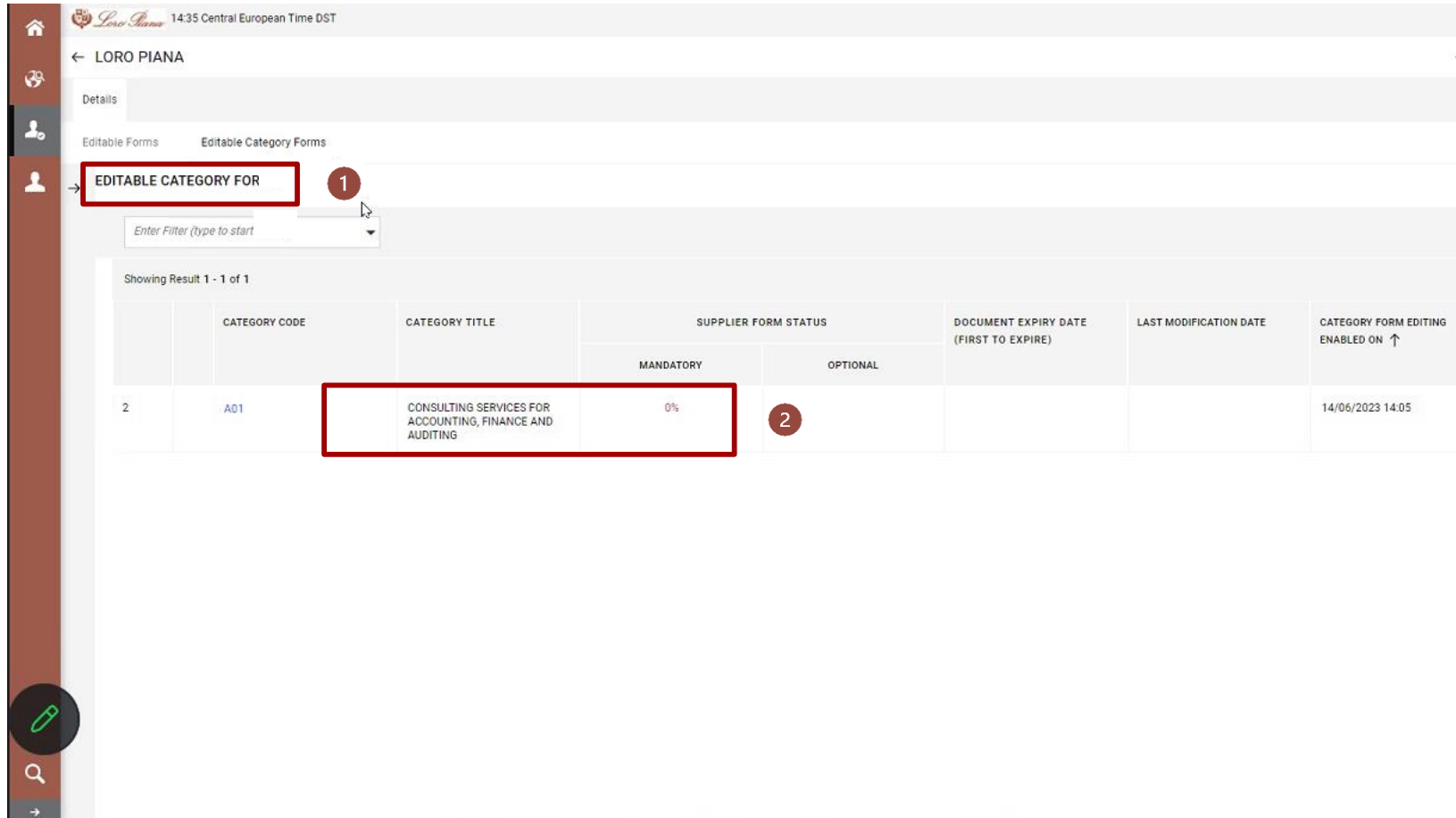
	TYPE	TITLE	COMPLETION	DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)	LAST MODIFIED DATE	FORM EDITING ALLOWED ON	FORMS VIEWED
1	Conditional Form	DURF (DOCUMENTO UNICO DI REGOLARITÀ FISCALE) DOCUMENT	✓	31/12/2023	14/06/2023 14:11	14/06/2023 14:07	Yes
2	Form	GENERAL QUESTIONNAIRE_Phase 2	✓		14/06/2023 11:31	14/06/2023 14:07	Yes
3	Conditional Form	PERSONAL DATA CHECKLIST	✓		14/06/2023 11:48	14/06/2023 14:07	Yes
4	Form	PERSONAL DATA PROCESSING	✓		14/06/2023 11:46	14/06/2023 14:07	Yes

Return Forms To Buyer

1

If further information is required relating to the Business area assigned to you, the System will redirect you to the **Editable Category forms**.

Click on the **Category (2)** to complete the information



← LORO PIANA

Details

Editable Forms Editable Category Forms

→ **EDITABLE CATEGORY FOR** 1

Enter Filter (type to start)

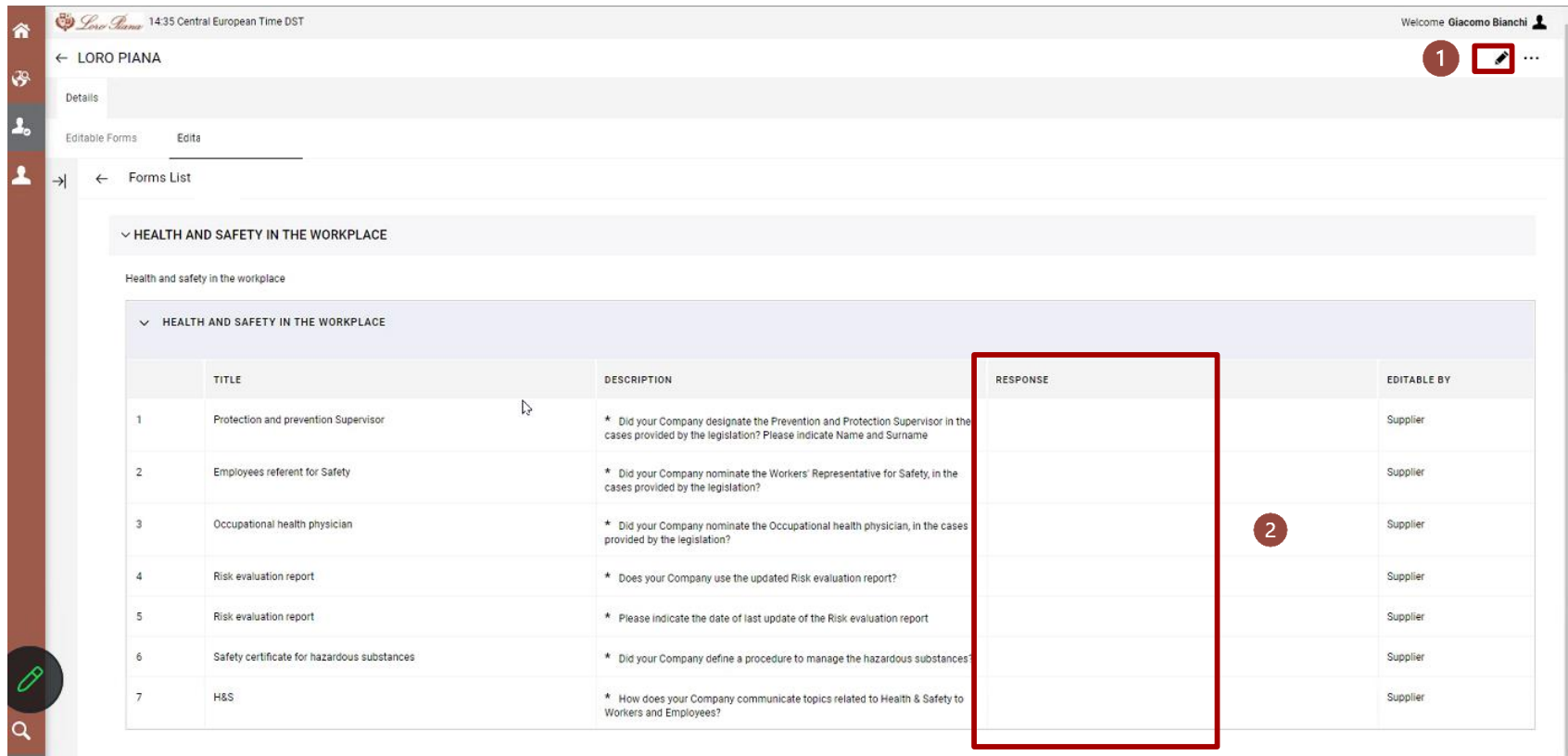
Showing Result 1 - 1 of 1

	CATEGORY CODE	CATEGORY TITLE	SUPPLIER FORM STATUS		DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)	LAST MODIFICATION DATE	CATEGORY FORM EDITING ENABLED ON ↑
			MANDATORY	OPTIONAL			
2	A01	CONSULTING SERVICES FOR ACCOUNTING, FINANCE AND AUDITING	0%	2			14/06/2023 14:05

Click on «**Modify**» icon (1)

Enter the required information by filling in all the mandatory fields (2).

Click on «**save**»



14:35 Central European Time DST

Welcome Giacomo Bianchi

← LORO PIANA

Details

Editable Forms Edit

Forms List

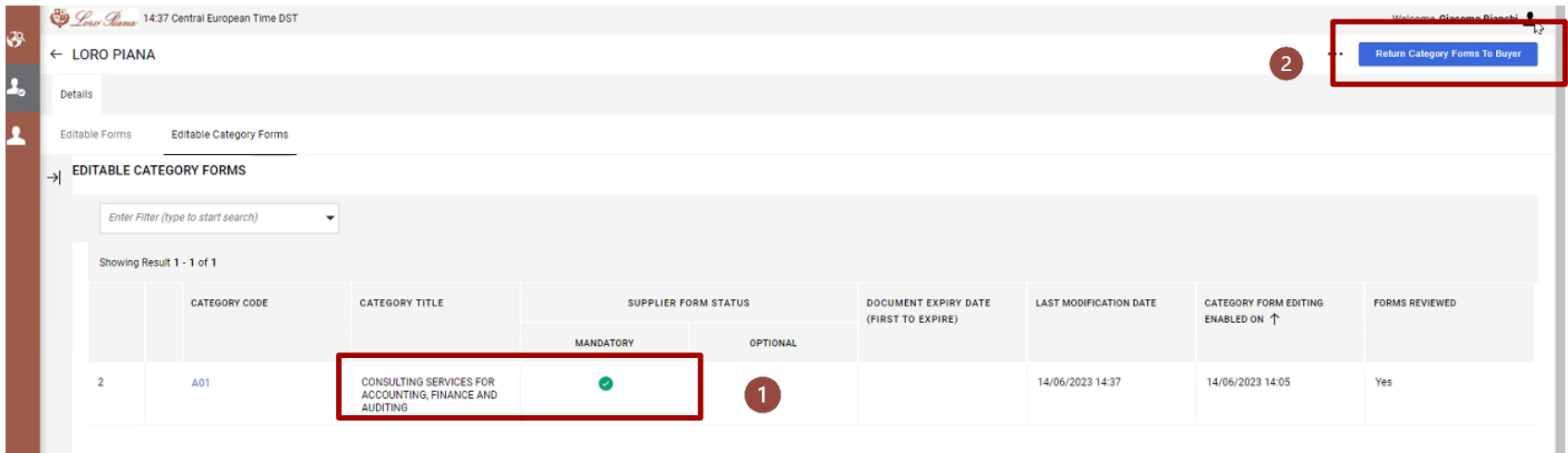
✓ HEALTH AND SAFETY IN THE WORKPLACE

Health and safety in the workplace

	TITLE	DESCRIPTION	RESPONSE	EDITABLE BY
1	Protection and prevention Supervisor	* Did your Company designate the Prevention and Protection Supervisor in the cases provided by the legislation? Please indicate Name and Surname		Supplier
2	Employees referent for Safety	* Did your Company nominate the Workers' Representative for Safety, in the cases provided by the legislation?		Supplier
3	Occupational health physician	* Did your Company nominate the Occupational health physician, in the cases provided by the legislation?		Supplier
4	Risk evaluation report	* Does your Company use the updated Risk evaluation report?		Supplier
5	Risk evaluation report	* Please indicate the date of last update of the Risk evaluation report		Supplier
6	Safety certificate for hazardous substances	* Did your Company define a procedure to manage the hazardous substances?		Supplier
7	H&S	* How does your Company communicate topics related to Health & Safety to Workers and Employees?		Supplier

Save and a green check will appear (1)

Then submit the information with a click “**Return Forms to Buyer**” (2)




The screenshot shows the Loro Piana Qualification Data interface. At the top, there is a header bar with the Loro Piana logo, the time '14:37 Central European Time DST', and a user profile 'Welcome, Giacomo Bianchi'. Below the header, there is a navigation bar with a back arrow and 'LORO PIANA'. A red circle with the number '2' is next to a blue button labeled 'Return Category Forms To Buyer'. Below the navigation bar, there is a section titled 'EDITABLE CATEGORY FORMS' with a search filter 'Enter Filter (type to start search)'. Below the search filter, it says 'Showing Result 1 - 1 of 1'. A table with 9 columns is displayed: 'CATEGORY CODE', 'CATEGORY TITLE', 'SUPPLIER FORM STATUS' (with sub-columns 'MANDATORY' and 'OPTIONAL'), 'DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)', 'LAST MODIFICATION DATE', 'CATEGORY FORM EDITING ENABLED ON ↑', and 'FORMS REVIEWED'. The first row of the table has the following data: '2' in the first column, 'A01' in the second column, 'CONSULTING SERVICES FOR ACCOUNTING, FINANCE AND AUDITING' in the third column, a green checkmark in the 'MANDATORY' sub-column, '1' in the 'OPTIONAL' sub-column, an empty cell in the fourth column, '14/06/2023 14:37' in the fifth column, '14/06/2023 14:05' in the sixth column, and 'Yes' in the seventh column. A red circle with the number '1' is next to the green checkmark. A red box highlights the 'MANDATORY' sub-column and the green checkmark.


	CATEGORY CODE	CATEGORY TITLE	SUPPLIER FORM STATUS		DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)	LAST MODIFICATION DATE	CATEGORY FORM EDITING ENABLED ON ↑	FORMS REVIEWED
			MANDATORY	OPTIONAL				
2	A01	CONSULTING SERVICES FOR ACCOUNTING, FINANCE AND AUDITING	✓	1		14/06/2023 14:37	14/06/2023 14:05	Yes

Welcome


Type to search in menu

Sourcing


- Tender
- RFIs
- RFQs
- Contracts

My Organisation

- Organisation Profile** 1
- My Categories
- Assessments
- Scorecards

User Management

- Manage Users


LINKS

- Supplier Sourcing Manual

To modify any information, login to the Portal.

In My Organisation section, click on the highlighted button (1)

Organisation Name: Fornitore test upgrade 07-22 B

1 

Registration Data Profile Data Status Summary Responses History Of Changes


Organisation Details

SAP Code ⓘ
0030006273

Country (Headquarter office) ⓘ
ITALY

Organisation Name ⓘ
Fornitore test upgrade 07-22 B

To modify, click on the highlighted button (1)

2 

Organisation Name: Fornitore test upgrade 07-22 B

Cancel **Save**

Organisation Details

SAP Code
0030006273

Country (Headquarter office)
ITALY

Organisation Name
Fornitore test upgrade 07-22 B

C.F.
03318271214

Corporate Number / Tax Identification Number / Business Number
03318271214

EU VAT Number

* Address
Via Mazzini

* Street number
33

* Postal Code
13900

Change the information and press on the highlighted button (2)

Organisation Profile 1						
<div> Registration Data Profile Data Status Summary Responses History Of Changes </div> <div>Show Completion</div>						
<div>Enter Filter (type to start search) ▼</div>						
<div>Showing Result 1 - 8 of 8 Show: 25 ▼</div>						
		PHASE	TITLE 2	COMPLETION	DOCUMENT EXPIRY DATE (FIRST TO EXPIRE)	LAST MODIFIED DATE
1	>	Onboarding	ETHICS & COMPLIANCE (In charge to Supplier)	✓		23/03/2023 17:51
2	>	Onboarding	PERSONAL DATA (In charge to Supplier)	✓		28/02/2023 17:10
3	>	Onboarding	ITALIAN NATIONALITY (In charge to Supplier)	✓		28/02/2023 17:16
4	>	Onboarding	BANK DETAILS (In charge to Supplier)	✓		28/02/2023 17:19
5	>	Onboarding	GENERAL QUESTIONNAIRE_Phase 1 (In charge to Supplier)	✓	31/05/2023	12/05/2023 16:22
6	>	Additional	PERSONAL DATA PROCESSING (In charge to Supplier)	✓		28/02/2023 17:21
7	>	Additional	PERSONAL DATA CHECKLIST (In	✓		23/03/2023 17:53

To change the information in the **Profile Data** area, click on the specific section (1).

Select and click on the form you want to edit (2)

Organisation Profile



← < > BANK DETAILS (In Charge To Supplier)

BANK DETAILS (In charge to Supplier)

▼ BANK_1			
	QUESTION	DESCRIPTION	EDITABLE BY
1	BANK STATEMENT 1	* Please attach your bank statement or account statement without sensitive data (transactions and balance) BANK STATEMENT HAS TO INCLUDE SWIFT CODE	<div> 2278540.pdf (595 KB)</div> Supplier

To modify the data of the selected form (e.g. Bank Details), click on the highlighted button (1)

Organisation Profile

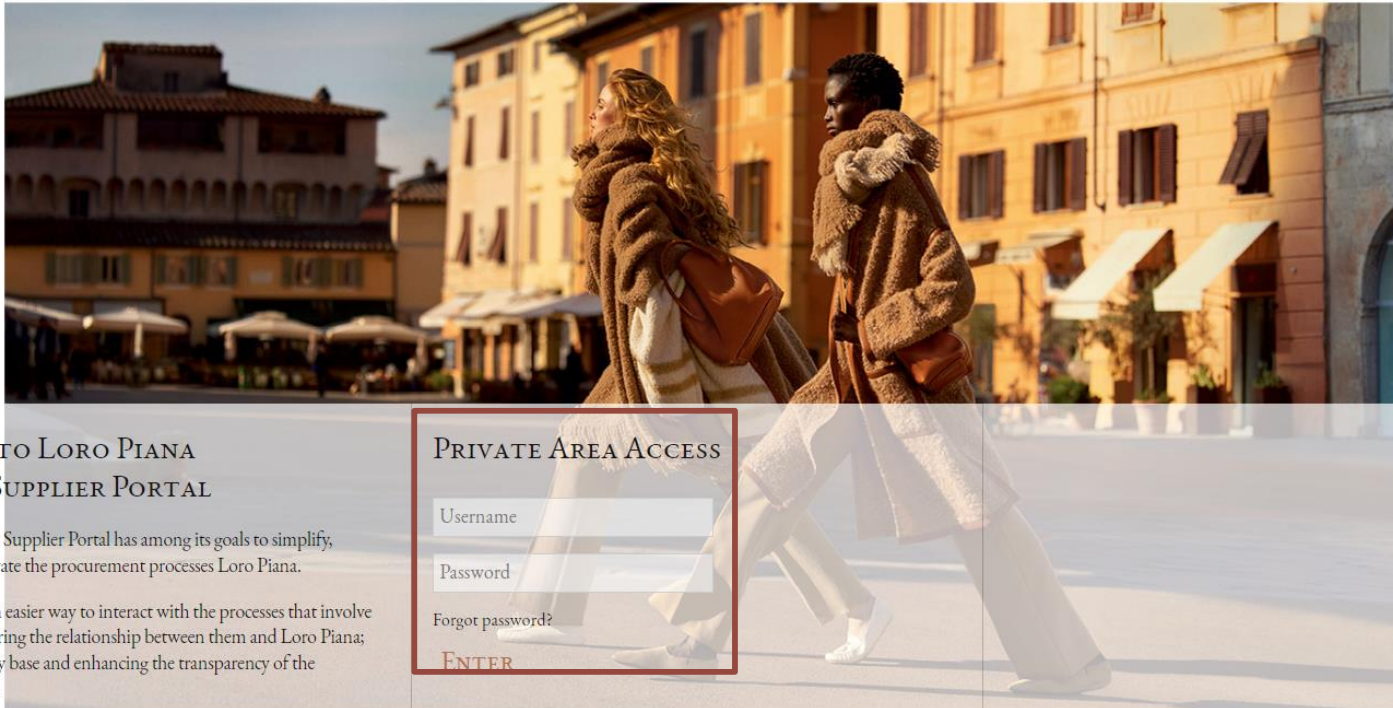


BANK DETAILS (In Charge To Supplier)

BANK DETAILS (In charge to Supplier)

▼ BANK_1			
	QUESTION	DESCRIPTION	EDITABLE BY
1	BANK STATEMENT 1	* Please attach your bank statement or account statement without sensitive data (transactions and balance) BANK STATEMENT HAS TO INCLUDE SWIFT CODE	<div><div>2278540.pdf (595 KB)</div><div> </div></div> Supplier
2	ISR NUMBER - 1	Please indicate the ISR number (only for Swiss banks)	<div></div> Supplier
Characters available 2000			
▼ BANK_2			
	QUESTION	DESCRIPTION	EDITABLE BY
1	BANK STATEMENT 2	Please attach your bank statement or account statement without sensitive data (transactions and balance) BANK STATEMENT HAS TO INCLUDE SWIFT CODE	<div><div>+ Attach File</div><div></div></div> Supplier

Correct the data and click on the highlighted button (2)



WELCOME TO LORO PIANA OFFICIAL SUPPLIER PORTAL

Loro Piana Official Supplier Portal has among its goals to simplify, optimize and integrate the procurement processes Loro Piana.

The Portal offers an easier way to interact with the processes that involve Suppliers, empowering the relationship between them and Loro Piana; enlarging the supply base and enhancing the transparency of the purchasing process.

PRIVATE AREA ACCESS

[Forgot password?](#)

ENTER

PRIVATE AREA

HELPDESK

FAQ

Powered by JAGGAER | System Requirements

Language

If you have forgotten your password, you can autonomously set a new one.

Access the Portal, click on **Private Area** and on **Forgot password?**

Follow the guided steps