STRABAG Portal for Suppliers – Commodities

1 Commodities

The commodities of STRABAG SE are mapped in a *commodities structure*. This list includes the commodities for representation of your range of services in the STRABAG Portal for Suppliers.

Services can be mapped in very different degrees of detail. We have therefore made a conscious decision to offer you all the selection options via a hierarchical list.

The list is arranged alphabetically and can be searched by scrolling from A-Z or can be filtered via the *Business areas* and/or *Market categories* filters.

The hit list only appears after entering a search term in *Keyword* and clicking on *Search*.

2   Subgroups

Click on the "+" or "-" symbols to show and hide the subordinate partial services.

The partial services are also arranged alphabetically.

3   Selection

Please select from this list all the services you would like to offer.

Select each *commodity* in the list individually.

To do this, click in the appropriate selection box to set a *check mark*.

Please note that subordinate commodities are not automatically selected with the higher-level term.

4   Business areas and market categories

Business areas

You can narrow down the list of all commodities using this filter if the services you offer belong to a specific *business area.*

Only business areas represented in the STRABAG Group are available for selection. Multiple selection is possible.

Market categories

You can narrow down the list of all commodities using this filter if the services you offer belong to a specific *market category*.

Market categories are used to combine commodities according to their relevance in the STRABAG Group. Multiple selection is also possible here.

All filters set are shown above the search list.

5   Search term

Use the search term to define the actual search in the displayed list of prefiltered commodities.

To do this, enter a search term into the field *Keyword* (at least three letters). The number of results found is displayed.

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The search result displays commodities which contain the search term entered in the word itself, as well as the hierarchically higher-level commodities, and also the commodities which have the search term stored as a synonym.

Due to the synonyms, results may be displayed that do not contain the search term itself, but are related to it in terms of content.

When using the *expert search*, you will be offered the complete commodity tree.

This allows you to select commodities that do not match your search term, but are related to it due to their hierarchical classification. Please do not forget to select the commodities as described above, if necessary.

To take over selected commodities, please click on the button *Submit*. This creates the selected commodities as your range of services.

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6   Specify commodity attributes

The *commodity attributes* are specified on the next page. The attributes can be individually customised for each commodity that you have selected.

Use the *pencil icon* to edit the attributes.

The next step defines the *Area of operation (radius)*, *Order types* and *Area of operation (countries)* per commodity.

In addition, it is possible to determine whether this is a main commodity (main service/family) or an ancillary service.

A main commodity refers to the service for which you would accept an order without performing any other service, e. g. laying tiles (main service), grouting work (ancillary service).

Please note:

- The distinctions according to partial services, such as *Planning of..., Delivery of..., Installation of...,* are not mapped in the commodity structure.

- First, define one or more commodities. After these have been specified, select various attributes according to commodity to show your service in greater detail.

- Articles are not listed in the commodity structure.

- The better you assign your service profile via the commodities, the more precisely the invitations to tender you receive in future will be tailored to your range of services.

For information: The images and texts from the portal correspond to the current status of the system and are regularly updated accordingly.