SUPPLIER

INTRODUCTION TO THE SUPPLIER PORTAL

Purpose: This job aid is designed to provide an overview of the Supplier Portal for Suppliers.

[What is the Supplier Portal?](#)

[Access Oracle Supplier Portal](#)

What is the Supplier Portal?

The **Supplier Portal** improves the way that you interact and collaborate with Republic Services. It is a dynamic and secure solution that provides superior management and performance tools to lower operational costs.
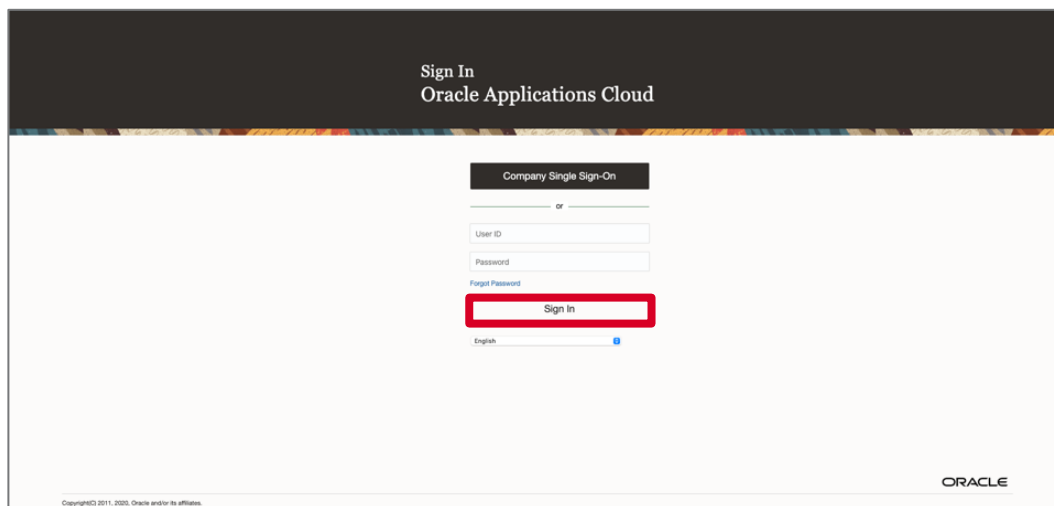
What is included in the Supplier Portal?

The core processes included in Supplier Portal that are applicable to Republic Services include:
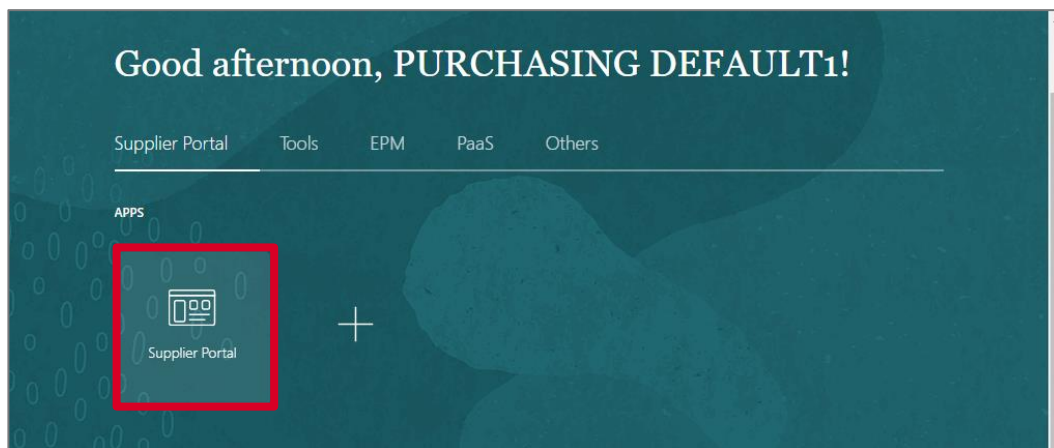- View and Update Company Profile, including users and contacts
- View Purchase Orders
- Maintain Blanket Purchase Agreements (BPAs)
- Submit an Invoice
- Review Payment Information
- View and Respond to a Negotiation
- Check Status of a Purchase Order, Invoice, or Payment
- Make Blanket Purchase Agreement Changes in Supplier Portal
- Receive and Makes Changes to a Purchase Order

Access Supplier Portal

1. To access the Oracle Supplier Portal, you will be directed to the Oracle Applications Cloud sign-in page for Republic Services. Enter your User ID and password and click **Sign In**.

2. Under the Apps section at the top of the homepage, click on **Supplier Portal**. This takes you to the Supplier Portal homepage.

3. On the Supplier Portal homepage is a list of your available Tasks and a series of Infolets related to items requiring attention, recent activity, transaction reports, and supplier news.