

a. The Supplier Logs into Oracle Applications using the URL link http://sourcing.stc.com.kw and the **username**/password provided.

SiC	*User Name (eximple: michael_jume.smit) *Password (example: 4/07/23) Login Cancel */ TIP For any Support, Please contact to Service Dask (servicedesk@stc.com.kw) Reset Pessword	
	Select a Language: English	
out this Page Privacy Statement		

b. To upload the PAT Request, Supplier clicks on **STC Network PAT Upload**

Navigator		
		Personalize
🔁 STC iSupplier Portal	STC iSupplier Portal	
STC RFQ Supplier	Home Page	
	STC PAT Search	
	STC Job Upload	
	STC Job Cancellation	
	STC Work Confirmation	
	STC Advance Payment Request	
	STC POD Payment Request	
	STC POD Upload	
	STC Network PAT Upload	
	STC IT/CYBER/F&F PAT Load Page	
	STC Advance Payment Search	
	STC PAT Supplier Search Home	

c. Enter/Select PO number

		* PO 417400 @TIP Select the PO Number Search Clear		
Job Orders				
Asset Addition Report Upload				
Details PO Number	Site ID	Job Order Name	View Uploaded PAT and OIL	PAT Status
No search conducted.				

d. Click on Asset Addition Report Upload button to upload the file



e. Click on Download Template, vendor can save prefilled template and as per pat requirement/vendor should filled required information

Upload							
						Bac	k Confirm Upload
Upload Items for the Job Order Selected							
		Download Templa	te				
	Please select a	emplate File Choose File No fi	le chosen				
		Upload					
Errors Processed Successfully							
Errored Transactions							
Item Tag							
Details Code Number Site Id SiteType PatDate JobNum	ber ActivityType ActivityDate ItemDescrip	tion ParentChild Parent Parent	tItemCode ParentSINo Quantity SupplierName PodSIN	FinalSite LinkId			
No search conducted.							
Supporting Documents							
Add Attachment							
Title Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
two results tound.							
						Bac	k Confirm Upload
		Disaportic	s Home Lonout Preferences Personalize Page				

- f. Select the filled template
- g. Click on Upload

						💼 Navigator 🔫	Ga Favorites	Diagnostics H	ome Logout Preference
Information The upload was successf	ful without Errors. P	Nease submit your requ	est for approval.						
Unload									
opious									
								Ba	Ck Confirm Upload
Upload Items for the Jo	b Order Selected								
			Please select a Template F	ile Choose File M	No file chosen				
				Unload					
France Decomposed France	constally.			oprodu					
Processed Tags	cessiuny								
Frocesseu rags									
10 Number				Supplier Name	Sumplier Name	Site	d Supplie	Nama	
108-417400-HUA-NET-RAD-	1440123-MATERIAL	-PAYARI E-V1		417400	Huawei Technologies Kuwait Co. W.L.L	14401	23 Huawei	Technologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Technologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Fechnologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Fechnologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Technologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Fechnologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Fechnologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	lechnologies Kuwait Co. W.L.L	
JOB-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Fechnologies Kuwait Co. W.L.L	
30B-417400-HUA-NET-RAD-	IAA0123-MATERIAL	-PAYABLE-V1		417400	Huawei Technologies Kuwait Co. W.L.L.	IAA01	23 Huawei	Fechnologies Kuwait Co. W.L.L	
Supporting Documents									
Add Attachment									
Title	Туре	Description	Category	Last Updated By	Last Updated	Usage U	pdate I	Delete Publi	sh to Catalog
No results found.									
								Ra	ck Confirm Unload
								Da	commin opioac

- h. System will validate the template data and it will process PAT file successfully.
- i. Job Names should be within the selected PO
- j. Sites should be within the selected PO
- k. Serial numbers for each loaded Item should be unique
- l. Cul Code should be within the selected PO
- m. Click on Confirm to Upload the PAT request file



IF PO is related to IT/Cyber Security or Furniture and Fixture

1. To upload the PAT Request, Supplier clicks on **STC IT/CYBER/F&F PAT Load Page**

Navigator		
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	STC IT/CYBER/F&F PAT Load Page	
	STC Advance Payment Search	
	STC PAT Supplier Search Home	

- 2. Select PO Number
- 3. Click on **Download Template**, vendor can save prefilled template and as per pat requirement/vendor should filled required information

Confirmation You have succesfully sent PAT for Approval.				
		* PO		
Job Orders				
Asset Addition Report Upload				
Details PO Number	Site ID	Job Order Name	View Uploaded PAT and OIL	PAT Status
No search conducted.				

4. Select the filled template and click on browse button and click on Submit button

SiC –

5. Once uploaded click on **Validate item**.

PATLoad			Suppler Name /		9				Validate Items	PAT Upload Details
			Please select a Template File Su	wnload Template bmit	Browse					
Job Order Name No search conducted.	Location	Pat Request Date	Tag/SL Number	Cul Code	Cul Code Description	Parent Child	Parent	Parent Cul Code	Parent SI No	Quantity
									Validate Items	PAT Upload Details

- 6. Job Names should be within the selected PO
- 7. Sites should be within the selected PO
- 8. Serial numbers for each loaded Item should be unique
- 9. Cul Code should be within the selected PO
- 10. Once validation done
- 11. Click on Confirm to Upload the PAT request file