



Coupa Supplier Portal Guideline Information



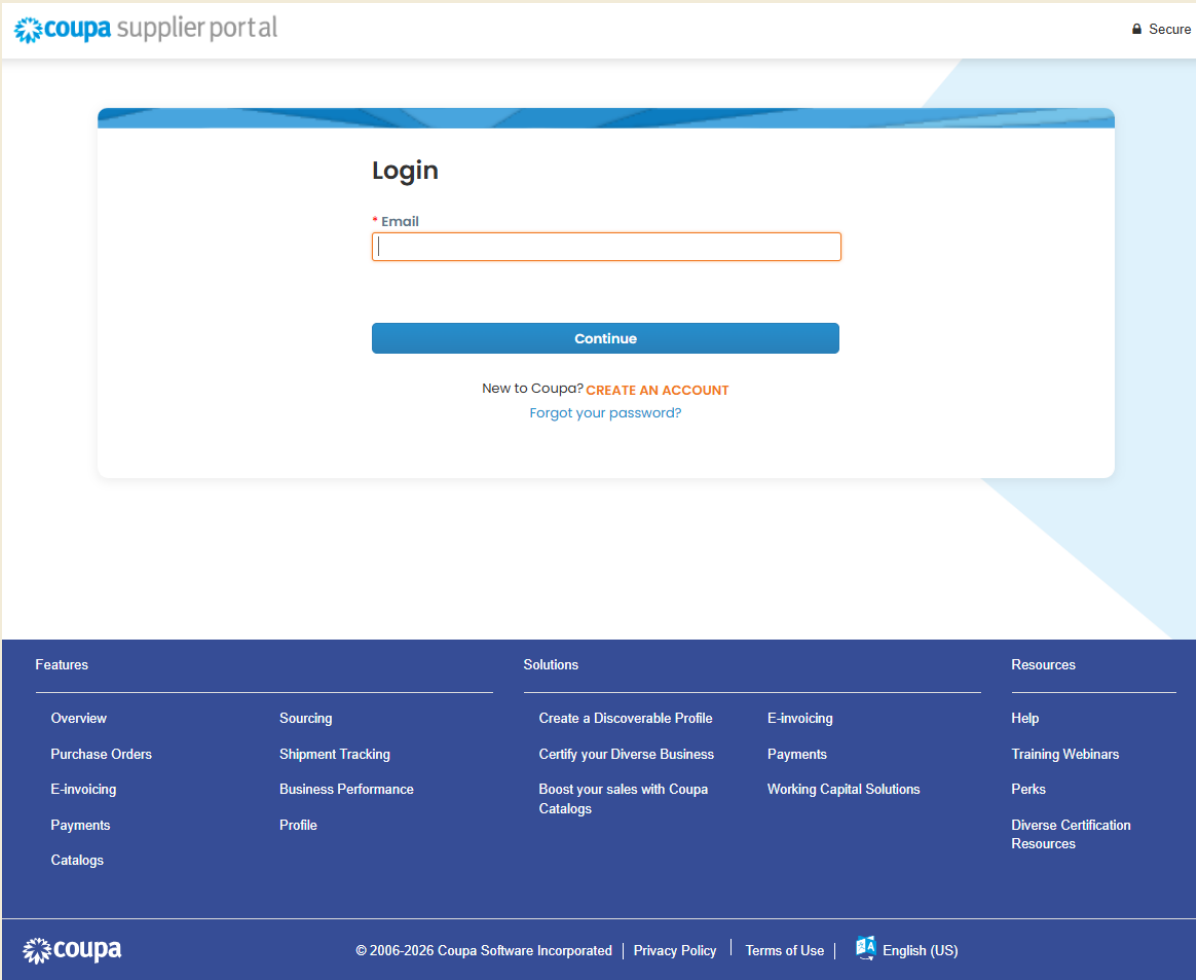
What is Coupa Supplier Portal?

Coupa Supplier Portal (CSP)

A single digital platform for Lindt & Sprüngli suppliers to manage the full Procure-to-Pay lifecycle.

Suppliers can register, onboard, exchange purchase orders and invoices, update company data and maintain compliance data information.

The CSP also supports catalog management, credit notes, legal entity setup and communication between supplier and customer.



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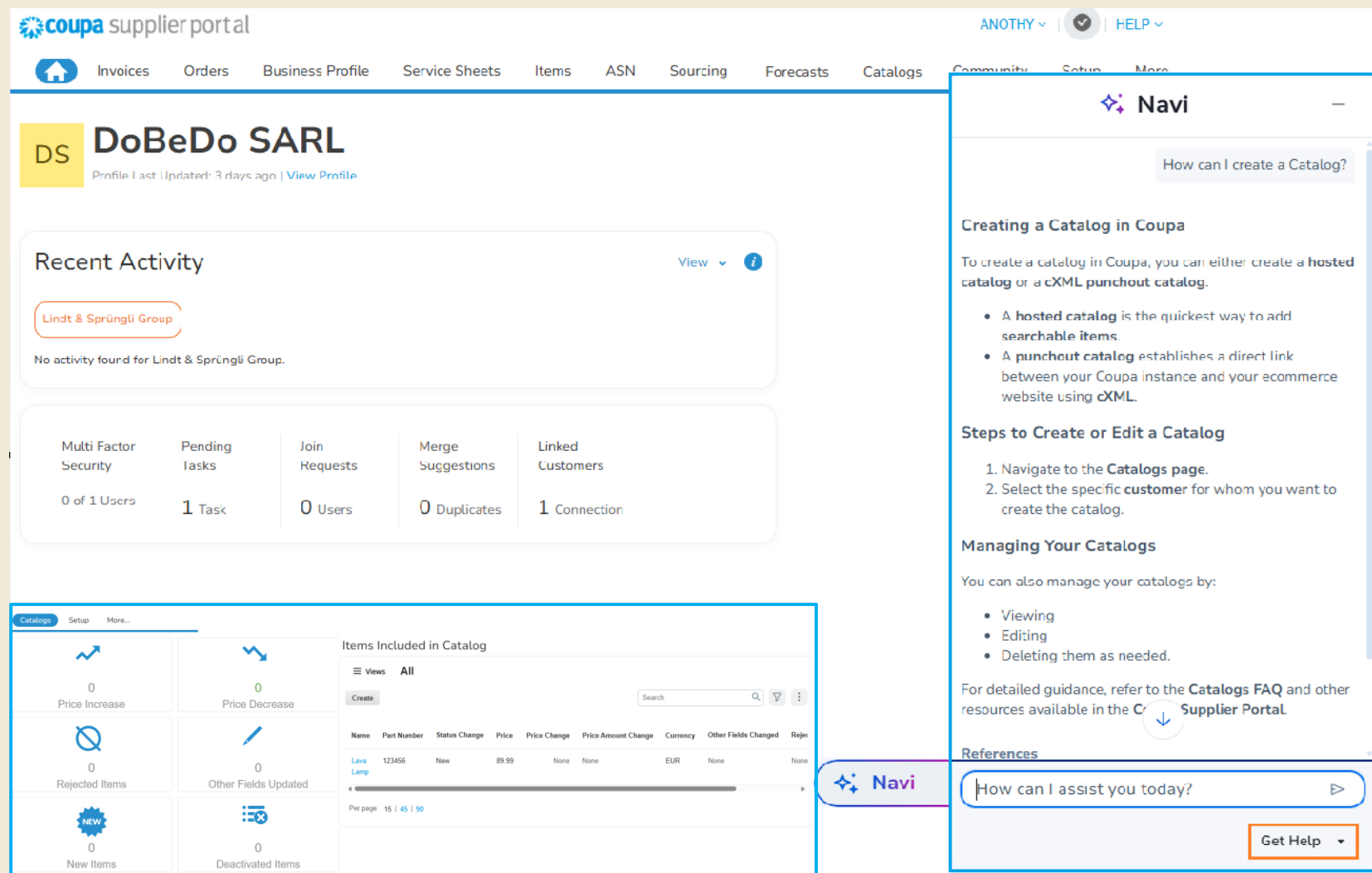
Digital Catalogues

Compliance & Documentation

Upload certificates, maintain DUNS/EcoVadis data and receive automated expiry reminders.

Support & Transparency

Ask Coupa AI-Assistant NAVI or use the live-chat for support, real-time notifications, activity history and complete transaction visibility.



Supplier User Manual and Tutorials

Lindt & Sprüngli - Supplier User Manual

Please find below detailed instructions and further information about the Coupa Supplier Portal.

Supplier User Manual (EN)



LINDT & SPRÜNGLI



Welcome to the Lindt & Sprüngli's Suppliers page - Our dedicated resource for Suppliers

We are pleased to announce that Lindt & Sprüngli is currently transforming procurement into an intelligent portal solution, to enable digitalization, streamline processes and efficiently scale existing supplier relationships. We will be transitioning away from our legacy procurement systems to a new generation of procurement using the easy-to-use market leading Coupa Supplier Portal. Coupa Supplier Portal will be our primary supplier collaboration system for transacting with Lindt & Sprüngli and over time is intended to be the single point of contact between Lindt & Sprüngli and our suppliers.

Helpful links

Lindt & Sprüngli

[Supplier Portal landing page | Corp](#)

[Procure-to-Pay | Corp](#)

[Supplier-Portal-FAQ.pdf](#)

Coupa Compass

[Getting Started with the Coupa Supplier Portal | Coupa](#)

[Help Page | Coupa Suppliers](#)

[For Suppliers | Coupa](#)

Contact Support

Contact: Lindt & Sprüngli Supplier Center

Access: [Supplier Portal landing page](#) | Corp

E-Mail: supplier@lindt.com

Contact: Coupa Help Center

Access: [Help Page](#) | Coupa Suppliers

E-Mail: supplier@coupa.com



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Thank you