



SMART BY GEP PORTAL REGISTRATION HANDBOOK FOR JOHN DEERE SUPPLIERS



Source to Pay Supplier Integration

As of October 2020, John Deere will only be using the Source to Pay portal for quoting and maintaining contact information to support quoting activities specifically for Indirect Materials and Services.

John Deere is working with a company called GEP to transition suppliers onto the “SMART by GEP” web-based portal for quoting:



What does this mean to you as a supplier?

The Source to Pay application will enable your company to interact with Indirect Materials and Services for quoting purposes. In order to respond to a quote your company will need to register and maintain contact information on the Source to Pay portal.

What does your company need to do?

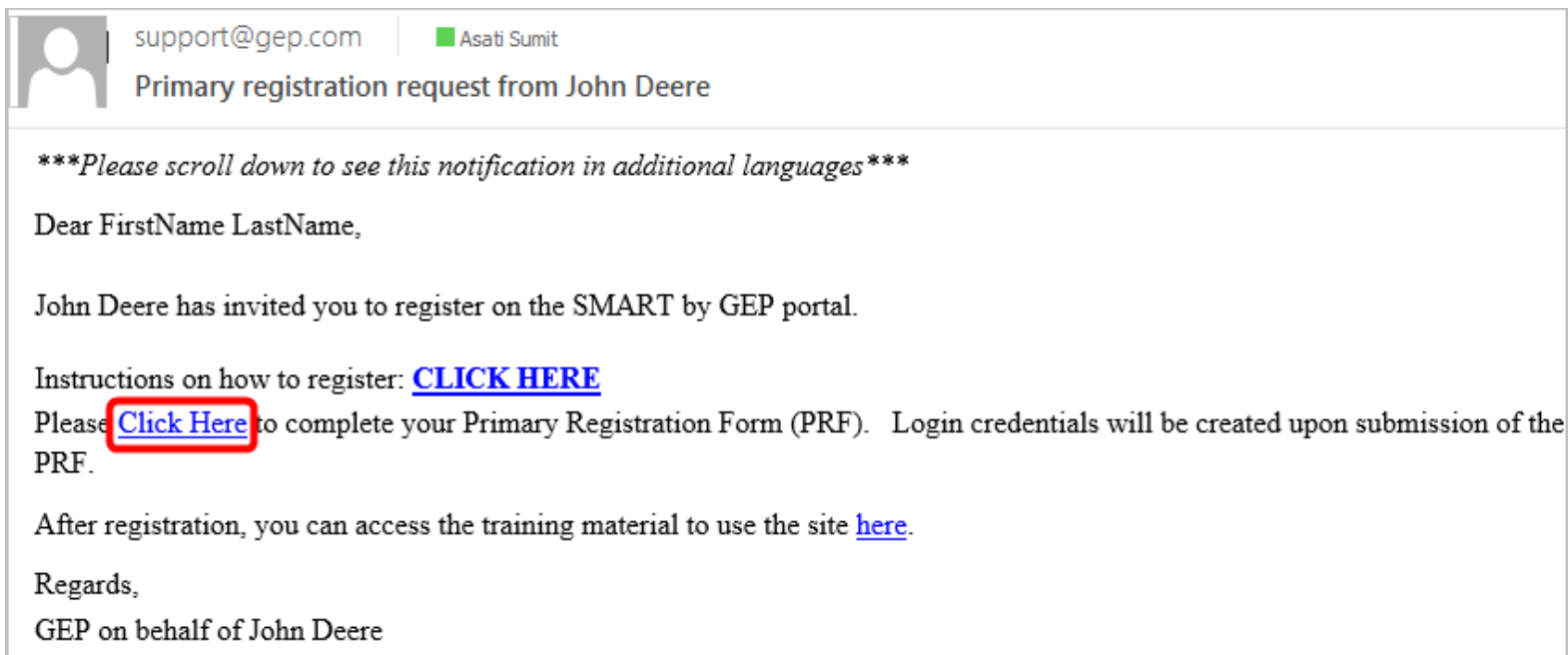
1. *Register:* You will need to register your company in the SMART by GEP application.
2. *Maintain:* Your company will need to maintain contacts in the portal in order to ensure your company receives communication about new quote requests

NOTE: The primary contact is the 1 point of contact that receives an email notification about a quote request unless the quote requestor selects other names that are loaded as contacts.



Registration Email - IMPORTANT

1. You will receive an email from support@gep.com with the subject Registration request from John Deere.
2. Please include support@gep.com email address into your safe sender/receiver email box. This will ensure that your IT system prevents the email from going to spam/junk. As a recipient of this document you are responsible for contacting your IT department to ensure you are receiving emails from support@ge.com and your company firewall is not blocking that email.
3. Select “Click Here”



Registration Email



Hi FirstName LastName ,

You have been invited by John Deere to be a supplier and represent SUPPLIER FOR TESTING

[Register Now](#)

[I have a SMART account](#)

Thanks,
SMART by GEP Team

1. Once you select “Click Here” link you will see your name and the company you represent.
2. Click on the “Register Now” button to setup and create a user name and Password.

Primary Registration: Confirm User Name and Password

JOHN DEERE

Primary Registration Form

Basic Details

All fields marked with * are required.

Account Credentials

Username * _____ ⓘ

User Email * _____

Password * _____

Confirm Password * _____

Mobile Number _____

Company Information

Legal Company Name _____

Mobile Number Select ISD Code _____

Primary Contact Information

First Name * test _____

Last Name * wilson _____

Company Email * sammon0723@gmail.com _____

Primary Business Phone Number * 31929233443 _____ Extension _____

Contact's Business Region * DEFAULT REGION ⓘ

Contact's Category * CATERING-N90201000.VEN ⓘ


Time Zone (UTC+05:30) Chennai, Kolkata, Mumbai, New Delhi ▾

I have read and agree to GEP [Terms & Conditions](#) & [Privacy Policy](#). *

Reset Submit

1. After you click “Register Now” you will be asked to complete the Account Credentials and create a user name and password.
2. The fields with the red asterisk indicates these are mandatory fields, which need to be completed.
3. Your First Name, Last Name and Phone Number will be automatically populated. You can correct these details if they are incorrect.
4. Your password should contain a minimum of 10 characters, which should be a combination of one upper case, lower case alphabets, one number and a special character.
5. **Password needs to be changed every 3 months, otherwise it expires.**

Activation Email

 Reply  Reply All  Forward  IM



support@gep.com

 Asati Sumit

Action required: Activate your SMART by GEP account

Dear FirstName LastName,

Thank you for completing the John Deere Primary Registration Form (PRF) on the SMART by GEP portal. In order to activate your account and user ID, please click the link below.

[Click here](#)

You will receive a separate email with a link to login to the portal.

Regards,

GEP on behalf of John Deere

1. Once you create your user name and password. You will receive an “Activation Email”.
2. Within the email, please select “Click here.”

Log In Screen



Congratulations!!!

You have successfully activated your account.

Now you can log on to SMART by GEP to get some great benefits which will help you grow your business further.

[Click Here](#) to login

Thanks,
SMART by GEP Team

Supporting you from United States, Asia and Europe

Phone:

USA:+1 732 428 1578

Europe:+42 022 59 86 501

Asia:+91 22 61 372 148

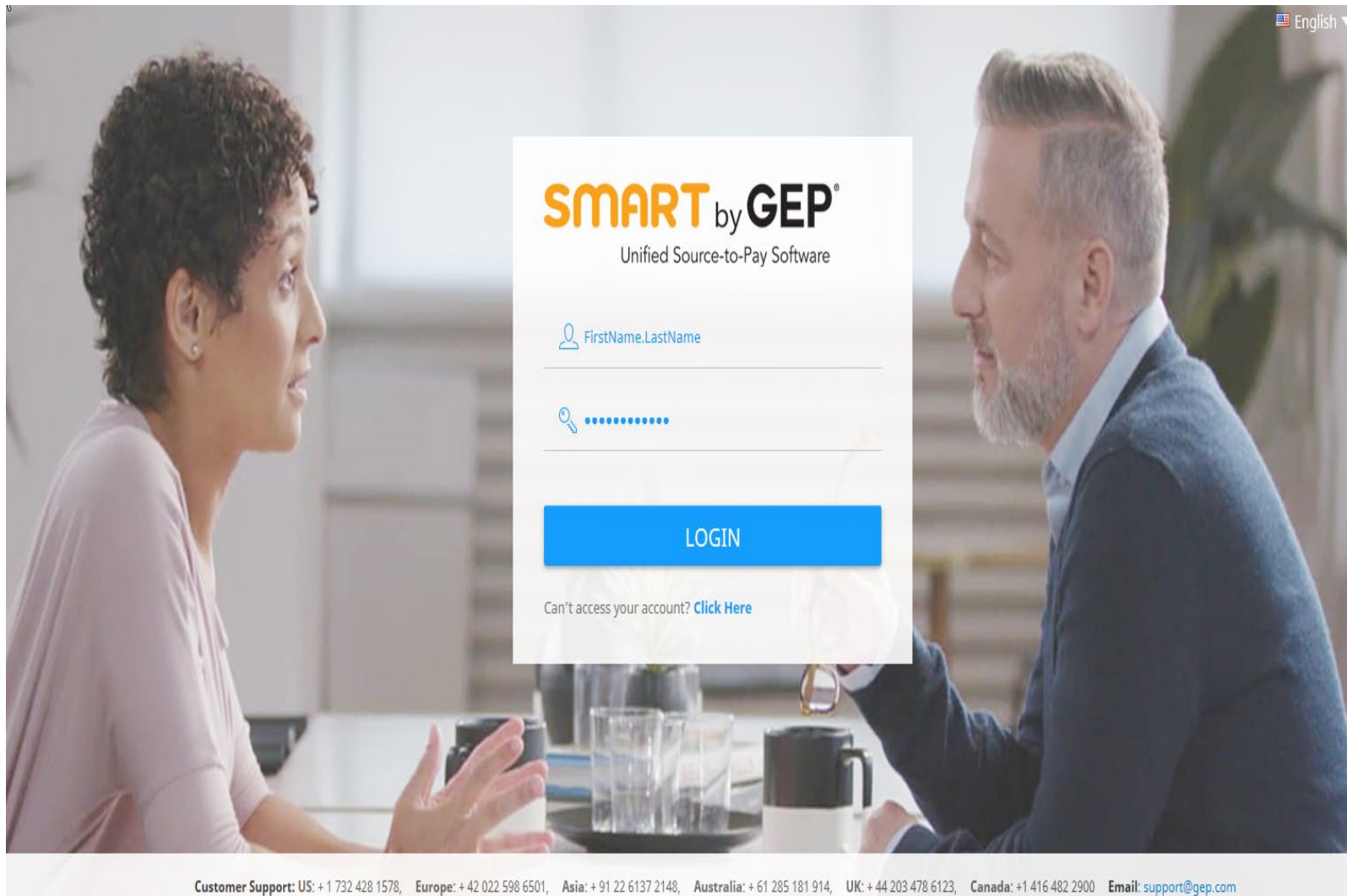
Australia:+61 285 181 914

UK:+44 203 478 6123

Email: Support@gep.com

Once you click on the Activation link, you will be redirected to the page shown, confirming that the account has been activated.

SMART by GEP Log In Screen



Customer Support: US: +1 732 428 1578, Europe: +42 022 598 6501, Asia: +91 22 6137 2148, Australia: +61 285 181 914, UK: +44 203 478 6123, Canada: +1 416 482 2900 Email: support@gep.com

1. Finally, open the SMART by GEP portal at <https://smart.gep.com>
2. Enter the user name and password in the respective fields to login to the SMART portal.

Please contact our Source to Pay Supplier Enablement Team with any questions:

- GEP Team Contact:
support@gep.com
- GEP Phone Support:

Australia:	+61-2-8518-1914
Asia:	+91-22-6137-2148
Brazil:	+55 212 018 2201
Canada:	+1-416-482-2900
China:	+86 21 3115 9119 / +86 21 3115 5061
Europe:	+420-225-986-501
India:	+91-22-6137-2148
Mexico:	+52 558 880 8033
Russia:	+420-225-986-501
U.K.:	+44-203-478-6123
United States:	+1-732-428-1578
- Deere Team Contact:
S2PSupplierEnablement@JohnDeere.com

