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# Information for new and existing suppliers at Kronans Apotek

### New supplier to Kronans Apotek

We continuously develop our assortment based on our customers' needs and we are interested in new products that can contribute to increased customer value.

To present new products to Kronans Apotek, please fill in and send us our notification file and news presentation to <u>revidering@kronansapotek.se</u> (find templates under section "Notification and documentation to Kronans Apotek").

Two product samples must be sent simultaneously to Kronans Apotek, Assortment Department, Lindhagensgatan 116 (9tr), 112 51 Stockholm.

If interested, the Assortment Manager will return to you with contact details.

# Revision process and schedule

Revision process:

- 1. Supplier sends required documentation
- 2. Kronans Apotek makes a preliminary decision
- 3. Oriola negotiates and quality reviews products
- 4. Kronans Apotek makes a final decision
- 5. Oriola informs the supplier and places the first order

Kronans Apotek will review all categories, incl. season assortment, week 6, 18, 38 and 40.

Revision Week	Deadline	Deadline	Feedback listed
	documentation to	documentation to	products to supplier
	Kronans Apotek	Oriola	
6	1 October 2021	8 October 2021	Week 2 2022
18	21 January 2022	28 January 2022	Week 13 2022
38 (Christmas revision)	6 May 2022	13 May 2022	Week 26 2022
40	27 May 2022	3 June 2022	Week 35 2022

OBS! Both Kronans Apotek and Oriola will strictly follow the above schedule. If documentation or article master data are not received on time, they will not be considered in the current revision period. After passed deadline, we refer to the next revision period.

Documents received after deadline, or not filled correctly, will not be considered by Kronans Apotek. Kronans Apotek will not provide feedback on products that have incomplete notifications. See the notification as a quotation and be careful with the details.



# Notification and documentation to Kronans Apotek

#### **1.** Notification file to Kronans Apotek

To be able to make an evaluation, Kronans Apotek needs to receive product samples and the following notification file correctly filled in:

#### <u>Aviseringsmall 2022</u> (new from December 2021, Microsoft Excel Worksheet)

Revision does not only apply to news, it also applies to phased out and updated articles. You use the same notification file for these articles as for news. Please note that phased out articles and article changes are only notified to Kronans Apotek if we have these in our assortment. For phased out articles, you only need to fill in Revision week, Revision reason, current and possibly replaced EAN/GTIN, Product name, Brand, Supplier and Category.

If you want us to re-evaluate articles that haven't passed previous revision period, notify the article again the next revision opportunity.

Please follow the template and don't change the layout. Don't add any special signs or colors. Only use text and numbers and make sure that character restrictions are followed.

Send the notification file to: <a href="mailto:revidering@kronansapotek.se">revidering@kronansapotek.se</a>

#### 2. News presentation to Kronans Apotek

For news, we need you to fill in the PowerPoint template below with a short product information and image.

Presentation template for Beauty and Cosmetic products: <u>Mall Sortimentnyheter Skönhet och Kosmetik</u> (Microsoft PowerPoint Presentation)

Presentation template for OTC and Health products: <u>Mall Sortimentnyheter Hälsa & OTC</u> (Microsoft PowerPoint Presentation)

The News presentation must contain image, USPs and other information that you believe is useful in our decision making.

Please follow the template and don't change the layout.

Send the news presentation in PPT format (note that we need it in PPT and won't be able to process it in PDF) to: <u>revidering@kronansapotek.se</u>

#### 3. Product samples

Together with notification of news you must send us two products to Kronans Apotek, Assortment Department, Lindhagensgatan 116 (9tr), 112 51 Stockholm.

Please mark the delivery with the name of your contact person at Kronans Apotek.



# Notification and documentation to Oriola

On behalf of Kronans Apotek, Oriola is responsible for price negotiations and quality review of the products. Oriola need the following:

- 1. Notification file
- 2. Quality documentation
- 3. Article information and images in Validoo

Templates are available in <u>Oriola's Supplier Portal</u>. In the portal, you will also find information about the schedule etc. If you don't have login details, please email <u>revidering@oriola.com</u>.

# Master data and product images in Validoo

Kronans Apotek receives master data through Oriola. To facilitate for suppliers, Oriola has chosen to work with Validoo, as it's of the utmost importance with high quality, correct article information and correct images.

If you aren't a customer of Validoo today, you should sign an agreement for the following:

- Validoo Item for product information
- Validoo Q-lab for quality assurance of product information
- Validoo MediaStore for product images

Guide on how to sign an agreement and get started with Validoo's services: <a href="https://validoo.se/leverantorer/">https://validoo.se/leverantorer/</a>

For more information about GS1 and Validoo, visit <u>www.gs1.se</u> and <u>www.validoo.se</u>. For questions, contact GS1/Validoo Customer Service, tel: 08-50101010, email: <u>kundservice@gs1.se</u>.

# Other information

If you're unsure about how to and what you need to sell products in the pharmacy industry, a good start is to read the following information: <u>https://www.gs1.se/din-bransch/detaljhandel/apotek/</u>