



G FLEX UNIFORM COLLECTION ORDERING GUIDE

PRESENTED BY  G&G OUTFITTERS, INC.



Gatorade G Flex Uniform Collection

Supplier Details

- G&G Outfitters Ariba Supplier#: 2211438
- Uniform Direct Buy Reference#: 38118
- Uniform Miscellaneous Reference#: 14314

G&G Team & Support
4901 Forbes Blvd., Lanham, MD 20706

Allie Robbins
Senior Account Manager
Arobbins@ggoutfitters.com

Chris Missett
Account Executive
cmisett@suresshiponline.com

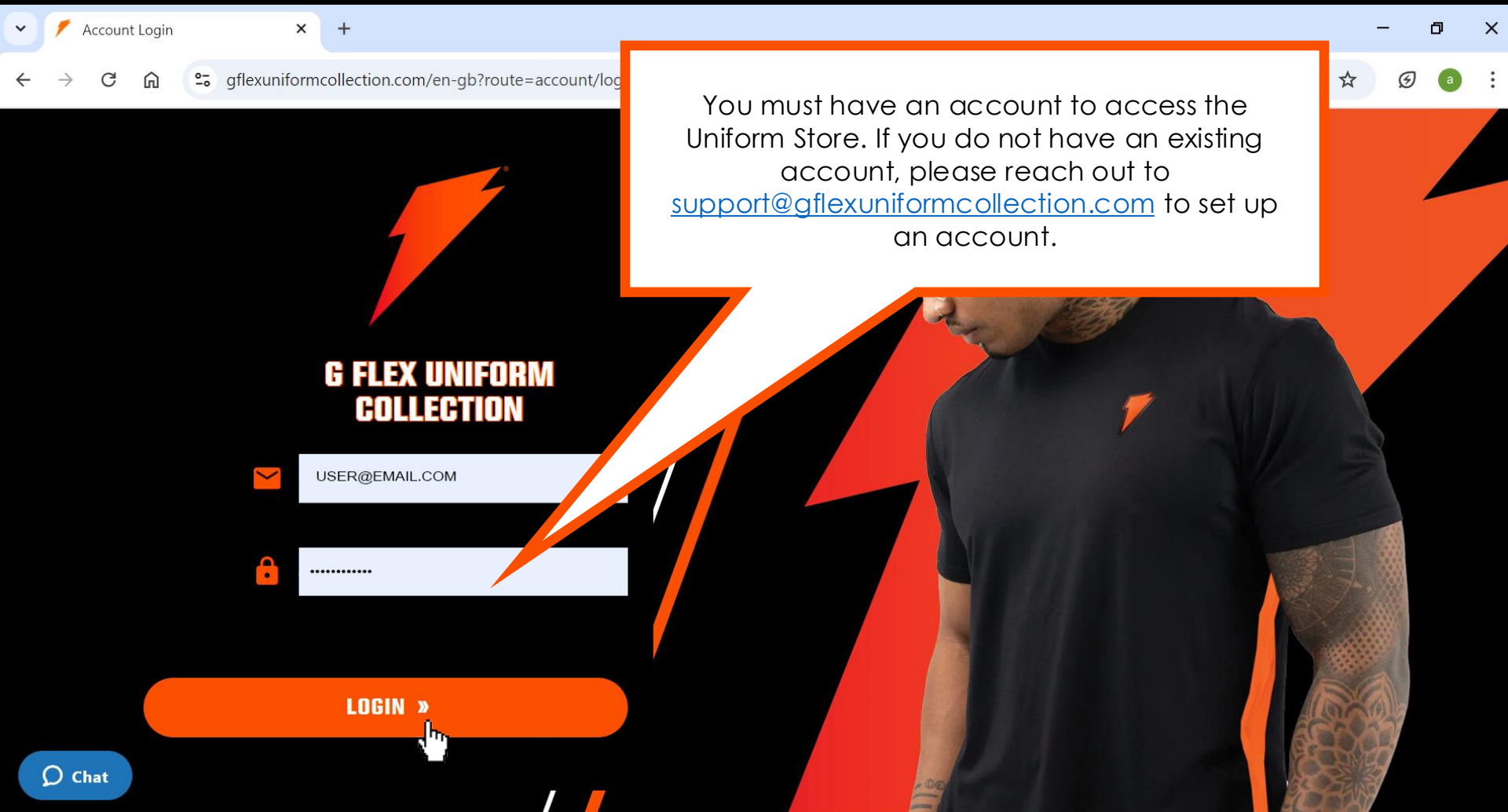
Customer Support
support@gflexuniformcollection.com
434-277-2346



G&G OUTFITTERS, INC.



Pepsi Ariba Support Team
BusinessProcess.SupplierServices@pepsico.com



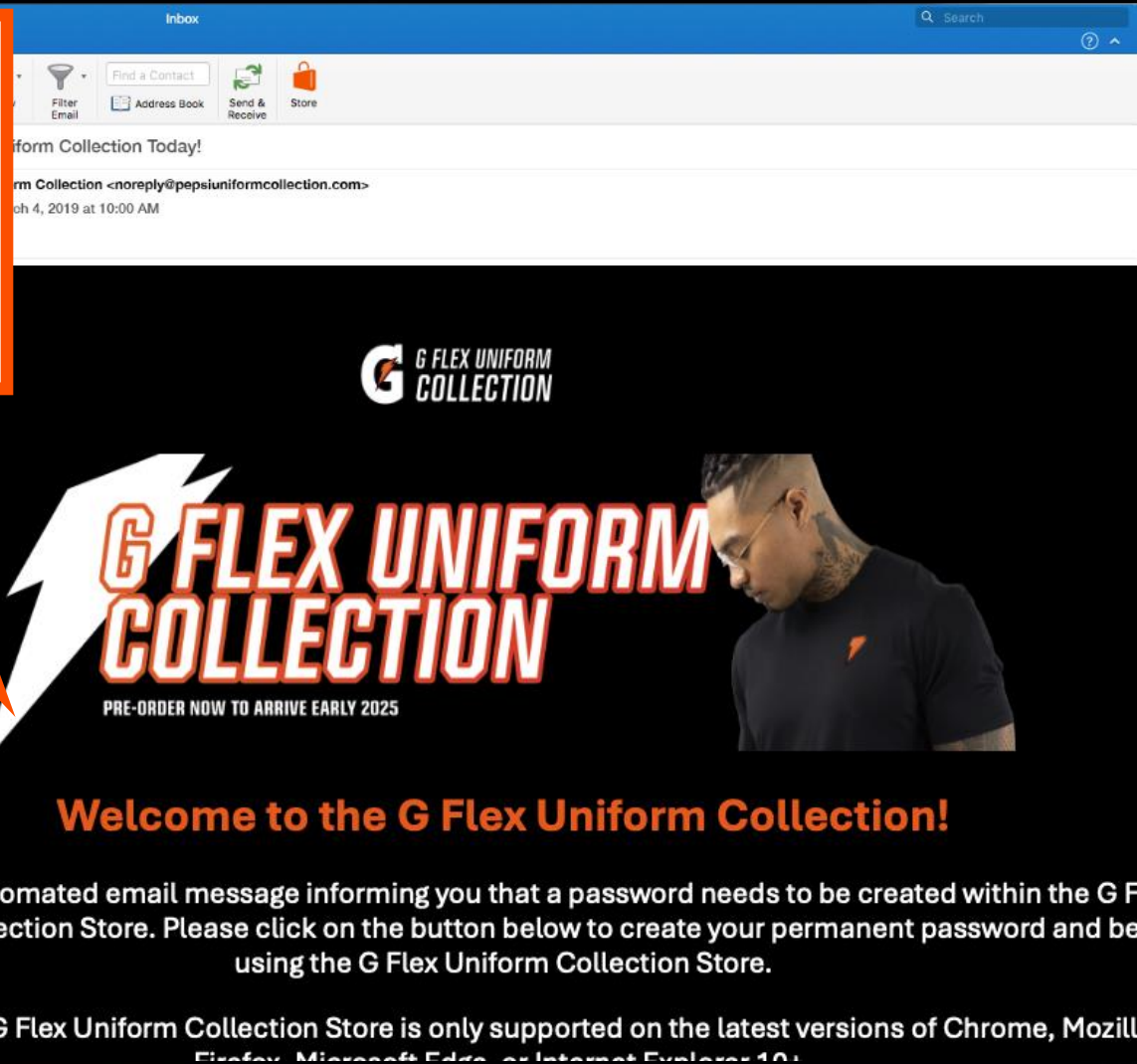
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	GPID	First Name	Last Name	Phone #	Email Address	Billing Address	Bill_City	Bill_State	Bill_Zip	Ship_Address	Ship_City	Ship_State	Ship_Zip	Region	Market	Location	Location ID
2																	
3																	
4																	
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41																	

Customer support will provide those who are authorized to order, the "G Flex Uniform New User Spreadsheet" to fill out entirely, and return it to support@gflexuniformcollection.com

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
	GPID	First Name	Last Name	Phone #	Email Address	Billing Address	Bill_City	Bill_State	Bill_Zip	Ship_Address	Ship_City	Ship_State	Ship_Zip	Region	Market	Location	Location ID
1																	
2																	
3																	
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40																	
41																	

If you order for multiple locations,
please completely fill out one line for
each Location needed to be added
to your account.

New Users will receive a Welcome Email which will prompt you to create a new password. Passwords must be 8 characters long, or greater and must contain at least one upper case character, one lowercase character, and a number or special symbol.



The screenshot shows an email client interface with an 'Inbox' header. A search bar is visible in the top right. Below the header, there are icons for 'Filter Email', 'Find a Contact', 'Address Book', 'Send & Receive', and 'Store'. The email content starts with 'Uniform Collection Today!' followed by the sender 'Uniform Collection <noreply@pepsiuniformcollection.com>' and the date 'September 4, 2019 at 10:00 AM'. The main body of the email features the 'G FLEX UNIFORM COLLECTION' logo, a large stylized 'G' logo, and a photo of a man in a dark t-shirt. Below the logo, it says 'PRE-ORDER NOW TO ARRIVE EARLY 2025'. The text 'Welcome to the G Flex Uniform Collection!' is displayed in a large, bold, orange font. Below this, a paragraph states: 'This is an automated email message informing you that a password needs to be created within the G Flex Uniform Collection Store. Please click on the button below to create your permanent password and be using the G Flex Uniform Collection Store.' At the bottom, a note reads: 'Attention: G Flex Uniform Collection Store is only supported on the latest versions of Chrome, Mozilla Firefox, Microsoft Edge, or Internet Explorer 10+.'

G FLEX UNIFORM COLLECTION

G FLEX UNIFORM COLLECTION

PRE-ORDER NOW TO ARRIVE EARLY 2025

Welcome to the G Flex Uniform Collection!

This is an automated email message informing you that a password needs to be created within the G Flex Uniform Collection Store. Please click on the button below to create your permanent password and be using the G Flex Uniform Collection Store.

Attention: G Flex Uniform Collection Store is only supported on the latest versions of Chrome, Mozilla Firefox, Microsoft Edge, or Internet Explorer 10+

G FLEX UNIFORM COLLECTION



USER@EMAIL.COM



LOGIN »



Chat

Enter your email address and password and click **LOGIN** to access the website.





PREORDER G FLEX UNIFORMS

Welcome to the G Flex Uniform Pre-Order Store! You will be able to view all uniform offerings in the collection. This is the home page that you will see upon arrival.

PRE-ORDER IS OPEN NOW

G FLEX UNIFORM COLLECTION

[SHOP NOW »](#)



Chat

PRE-ORDER IS OPEN NOW

G FLEX UNIFORM COLLECTION

Click on the Shop Now Button, or the "PREORDER G FLEX Uniforms" Tab to take you to the product page.

SHOP NOW »



G FLEX UNIFORM COLLECTION

PRE-ORDER NOW TO ARRIVE EARLY 2025



[Home](#) / [Preorder G Flex Uniforms](#)

[CONTACT US](#)

[CUSTOM ORDER](#)

[PREORDER](#)

Preorder G Flex Uniforms

Sort



You are now on the
Uniform Collection
Pre-Order page.



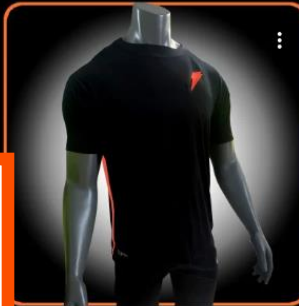
[CONTACT US](#)

[CUSTOM ORDER](#)

[PREORDER](#)

Preorder G Flex Uniforms

Sort



G Flex Performance Short
Sleeve Shirt

\$18.95

[MORE DETAILS](#)



G Flex Performance Polo

\$25.75

[MORE DETAILS](#)



G Flex Performance Hi Vis
Short Sleeve Tee

\$19.50

[MORE DETAILS](#)



All Individual uniform offerings are shown on this page.

Preorder G Flex Uniforms

Sort



G Flex Performance Short
Sleeve Shirt

\$18.95

MORE DETAILS



G Flex Performance Polo

\$25.75

MORE DETAILS



G Flex Performance Hi Vis
Short Sleeve Tee

\$19.50

MORE DETAILS



Click **MORE DETAILS**
to visit the specific
product page and
view full details of
that item.





/ Preorder G Flex Uniforms

/ G Flex Performance Short Sleeve Shirt



G Flex Performance Short Sleeve Shirt

\$18.95

Category Preorder G Flex Uniforms

Size Chart



G Flex Performance Short Sleeve Shirt



DESCRIPTION

CUSTOMER SERVICE

This performance tee is crafted from 100% rPET polyester materials

Available Options

US Sizing

SM

MD

LG

XL

5X

6X

☒ Black



On this page you will see the product details, pricing, size offerings, size chart, and a customer service number for questions about the product.



G Flex Performance Short Sleeve Shirt



\$18

Category



You can click the thumbnail images below the main product image to see multiple views of the item.

Clicking the main product image with your mouse allows you to see a zoomed in view of the item.

US S

6X

ADD TO CART »



/ Preorder G Flex Uniforms

/ G Flex Performance Short Sleeve Shirt



G Flex Performance Short Sleeve Shirt



DESCRIPTION

CUSTOMER SERVICE

This performance tee is crafted from 100% rPET polyester materials

G Flex Performance Short Sleeve Shirt

\$18.95

Category Preorder G Flex Uniforms

Size Chart

Available Options

US Sizing

SM

MD

LG

XL

2X

3X

4X

5X

6X

☒ Black

98

☐

☐

☐

☐

☐

☐

☐

☐

ADD TO CART »

Enter in the numeric quantity you would like to order for each size.

Then select
ADD TO CART.

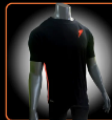


/ Preorder G Flex Uniforms

/ G Flex Performance Short Sleeve Shirt



G Flex Performance Short Sleeve Shirt



DESCRIPTION

CUSTOMER SERVICE

This performance tee is crafted from 100% rPET polyester materials

✓ Success: You have added G Flex Performance Short Sleeve Shirt to your shopping cart!

G Flex Performance Short Sleeve Shirt

\$18.95

Category Preorder G Flex Uniforms

Size Chart

Available Options

US Sizing SM MD LG XL 2X 3X

☒ Black 98 ☐ ☐ ☐ ☐ ☐

ADD TO CART »

You will get a confirmation message at the top of the screen and your shopping cart will reflect your updated item quantity. To Continue adding more to your cart, just click the back arrow to go back to the product page.

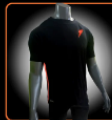


/ Preorder G Flex Uniforms

/ G Flex Performance Short Sleeve Shirt



G Flex Performance Short Sleeve Shirt



DESCRIPTION

CUSTOMER SERVICE

This performance tee is crafted from 100% rPET polyester materials

G Flex Performance Short Sleeve Shirt

\$18.95

Category Preorder G Flex Uniforms

Size Chart

Available Options

US Sizing

SM

MD

LG

XL

2X

3X

4X

5X

6X

☒ Black



ADD TO CART »

When you are ready to checkout, select the shopping cart icon.



98

[Home](#) / [Shopping Cart](#)

SHOPPING CART



G Flex Performance Short Sleeve Shirt x 98

Color: Black

Size: Small

Total: \$1,857.10

Quantity:

Sub-Total

\$1,857.10

CHECKOUT »

You will be brought to the Shopping Cart page and an overview of all items you have added will be displayed. When you are ready to checkout, select the **CHECKOUT** button.



CHECKOUT

Billing Address

- ☒ I want to use an existing address
☐ I want to use a new address

--- Please Select ---

Shipping Address

- ☒ I want to use an existing address
☐ I want to use a new address

--- Please Select ---

CONTINUE

The next step is Billing and Shipping Details. Available shipping locations will auto-generate. Select the desired address and hit **CONTINUE**.

Shipping Method

Select Addresses to continue

Order Details

Image	Product Name	Quantity	Item Price	Total
	G Flex Performance Short Sleeve Shirt Color: Black Size: Small	98	\$18.95	\$1,857.10



Home / Shopping Cart / Checkout

CHECKOUT

Billing Address

- ☒ I want to use an existing address
☐ I want to use a new address

Allie Robbins, G&G Outfitters, 4901 Forbes Blvd, Lanham, Maryland 20706-4413, United Stat

Shipping Address

- ☒ I want to use an existing address
☐ I want to use a new address

Allie Robbins, G&G Outfitters, 4901 Forbes Blvd, Lanham, Maryland 20706-4413, United Stat

EDIT

Shipping Method

- ☐ FedEx Standard Overnight® - \$42.90
☐ FedEx 2Day® - \$33.67
☐ FedEx Ground® - \$18.40
☐ USPS Ground Advantage - \$6.84


CONTINUE

Next, Select one of the Shipping Methods listed, and click **CONTINUE**.

Order Details

Image	Product Name	Quantity	Item Price	Total
	G Flex Performance Short Sleeve Shirt Color: Black Size: Large	1	\$18.95	\$18.95



Image	Product Name	Quantity	Item Price	Total
	G Flex Performance Short Sleeve Shirt Color: Black Size: Small	98	\$18.95	\$1,857.10
Sub-Total:				\$1,857.10
FedEx Home Delivery®:				\$32.56
Tax:				\$111.43
Total:				\$2,001.09

Payment Info

- ☐ myBUY/Ariba Purchase Order
- ☐ Credit / Debit Card

Now you will select your Payment Method, myBUY/Ariba Purchase Order or Credit/Debit Card.

Contact Info

G&G Outfitters, Inc.
 4901 Forbes Blvd. Suite 100
 Lanham, MD 20706



G Flex Performance Short Sleeve Shirt

Color: Black

Size: Small

98 \$18.95 \$1,857.10

Sub-Total: \$1,857.10

USPS Ground Advantage: \$51.07

Tax: \$111.43

Total: \$2,019.60

Payment Info

☒ myBUY/Ariba Purchase Order

☐ Credit / Debit Card

Purchase Orders must be 10 alphanumeric characters long starting with an "M" followed by 9 digits.

Any PO that does not exist within myBUY/Ariba will be automatically cancelled and voided. You will be responsible for creating a new order, with a new PO number.

Your ARIBA PO Quantity field should be an exact match to your order subtotal, and your Unit Price field will always be set to \$1.00. Any PO that does not match will be cancelled and voided until the PO has been updated within myBUY/ARIBA.

myBUY/Ariba Purchase Order *

CONFIRM ORDER

If selecting myBUY/Ariba PO, note the Cart Subtotal and go into mybuy to create the Purchase Order.

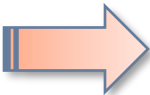
Once you have the PO# for your order, you will add it in the applicable field and select **Confirm Order**. The Ariba PO# must begin with an "M" followed by 9 digits.

The next slides will provide instruction on how to create your PO in myBuy

Creating a Purchase Requisition in myBUY Guided Buying for G&G Outfitters

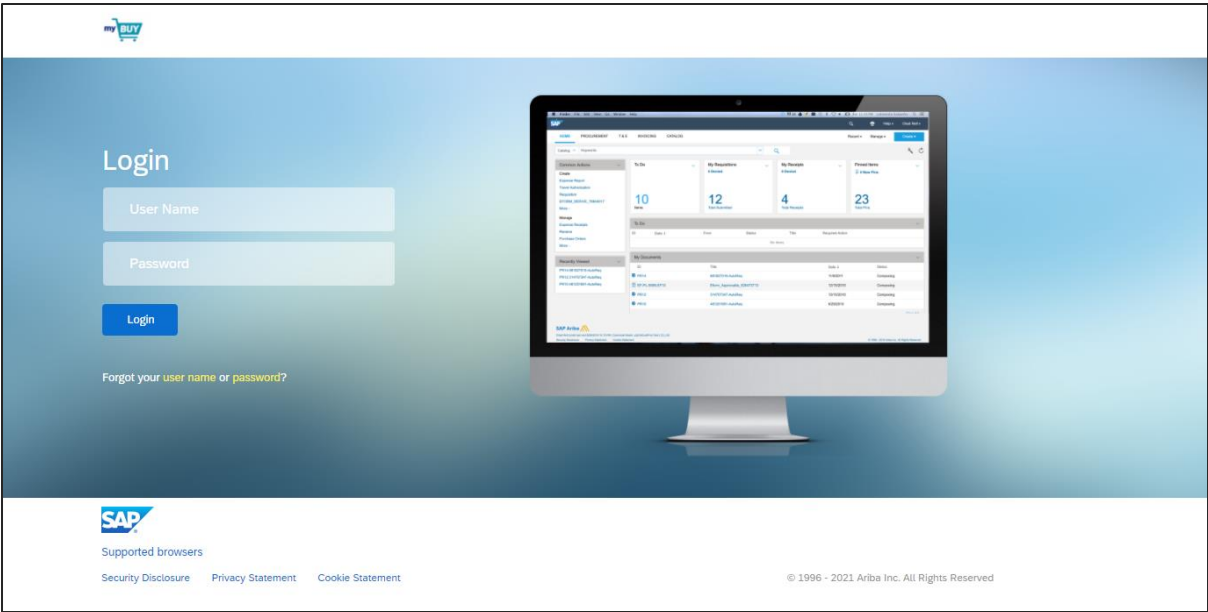
Creating a Purchase Requisition in myBUY Guided Buying

Logging into myBUY Guided Buying



Access myBUY Guided Buying through your Chrome web browser.

[Link](#)

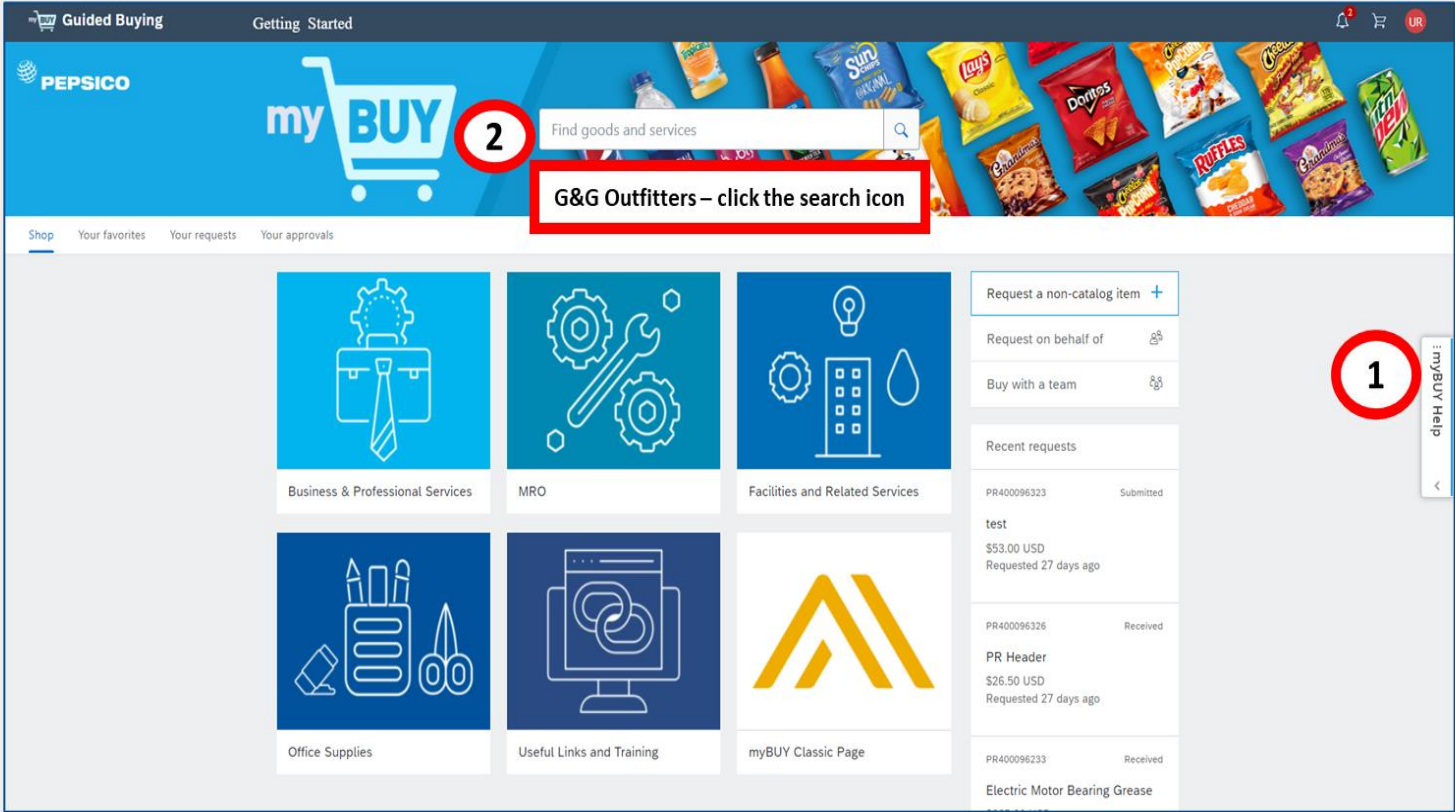


Note: VPN will not be required to access myBUY through a web browser but will be needed if accessing myBUY through FIORI tile within S4.

Creating a Purchase Requisition in myBUY Guided Buying for G&G Outfitters

Adding catalog line items

- 1. Welcome to the myBUY Guided Buying Home Page, for added support, check out the myBUY Help feature.
- 2. To Create a G&G Outfitters PR/PO - you can use the search bar to find G&G Outfitters.



Creating a Purchase Requisition in myBUY Guided Buying for G&G Outfitters

Adding catalog line items

- 3. Under Company Catalog - locate G&G Outfitters
- 4. Hover over the Supplier Catalog Box and the Quantity field will appear. In the Quantity field you will need to enter the total amount of the ORDER found on the G&G Uniform Template Summary
- 5. Click Add to Cart to auto launch your Shopping Cart

results

Refine catalog results by

Supplier

☐ G&G OUTFITTERS INC DBA:G & G OUTFITTERS INC. 1

☐ WASTE MANAGEMENT NATIONAL SERVICES_250004 164

Category


☐ Purchased & Rental Jackets T-Shirts (PGT) 1

☐ Us_misc Charges 129

☐ Waste Management (PGT) 35

Keyword

Company Showing 3 results




Pepsi Uniform Program
G&G OUTFITTERS INC DBA:...

\$1.00 USD / each

Quantity
- 1 + each

Add to cart



Pepsi Uniform Program
G&G OUTFITTERS INC DBA:...


\$1.00 USD / each

Quantity
- 6700 + each

Add to cart

G&G

You have 1 item in your cart



Pepsi Uniform Program
Pepsi Uniform Program
\$1.00 USD
Quantity
- 6,700 +

Delete

Total: \$6,700.00 USD

Check out

OVERVIEW STEPS

The G&G Purchase Order (PO) process is similar to the existing APS process; the change effective 1/1/22 is that you will be creating the PO in myBUY in lieu of APS

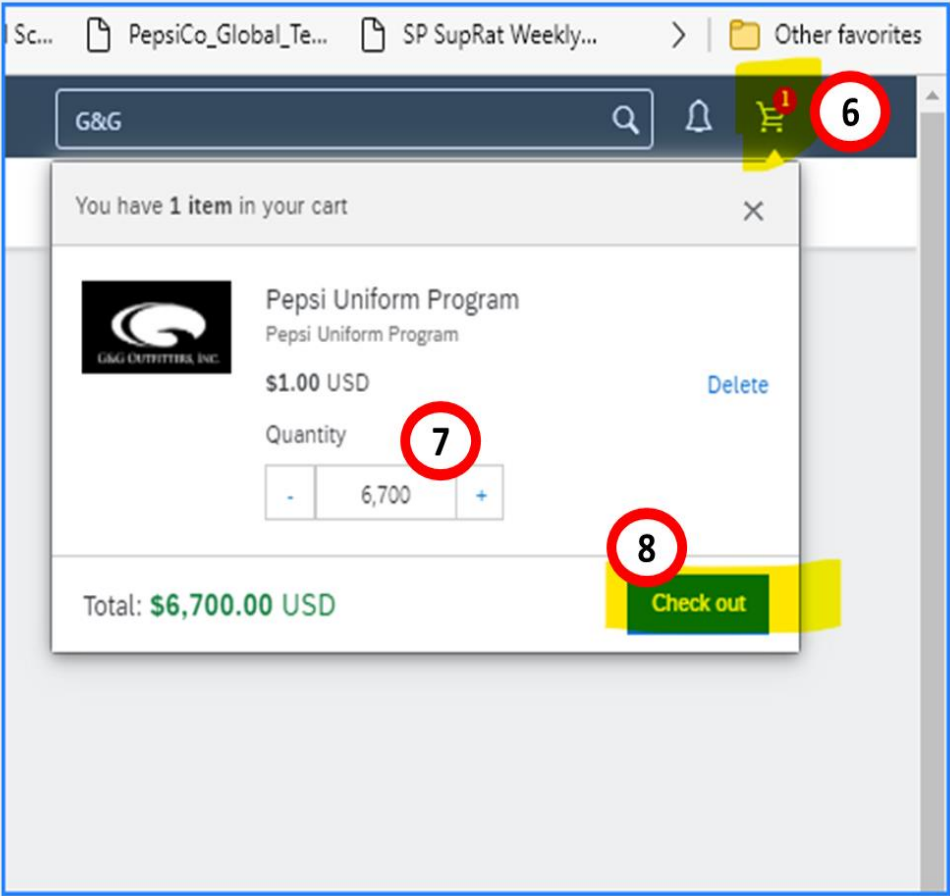
- Create the G&G Uniform Template Summary for your PR/PO Total.
- Login to myBUY and create the PR/PO steps 1-5.
- Enter the Total of the online order in the Quantity **Each**
- Click Add to Cart

NOTE: One PR per location. You will not be able to coming locations on the PR/PO)

Creating a Purchase Requisition in myBUY Guided Buying for G&G Outfitters

Adding catalog line items

- 6. Once you click on Add to Cart your shopping cart will launch. If not click top righthand corner
- 7. Confirm your Quantity Amount matches your G&G online order
- 8. Click Check out



Creating a Purchase Requisition in myBUY Guided Buying for G&G Outfitters

Adding catalog line items

- 9. You will be asked to complete the required fields
- 10. Review and Click Submit
- 11. Note your PO # and return to your G&G order and add the PR/PO in the applicable field

9

Required Fields

- Need-by-Date
- Cost Center
- Plant
- Purchase Org

10

Items (1)	Quantity	Price	Net Amount
Pepsi Uniform Program	6,700 each	\$1.00 USD	\$6,700.00 USD
G&G Outfitters Inc. DBA G & G Outfitters Inc.			Gross Amount (i) \$6,700.00 USD



Total: \$2,001.29

Payment Info

☒ myBUY/Ariba Purchase Order

☐ Credit / Debit Card

Purchase Orders must be 10 alphanumeric characters long starting with an "M" followed by 9 digits.

Any PO that does not exist within myBUY/Ariba will be automatically cancelled and voided. You will be responsible for any charges incurred.

Your ARIBA PO Quantity field should be an exact match to your order subtotal, and your Unit Price field will always be set to \$1.00. Orders that do not meet these requirements will be suspended until the PO has been updated within myBUY/ARIBA.

myBUY/Ariba Purchase Order *

F123456789

Please Correct your Purchase Order Number. Purchase Orders must be 10 alphanumeric characters long starting with an "M" followed by 9 digits.

CONFIRM ORDER

If you enter an incorrect PO#, an error message will appear.



98



G Flex Performance Short Sleeve Shirt

Color: Black

Size: Small

98

\$18.95

\$1,857.10

Sub-Total: \$1,857.10

FedEx Home Delivery®: \$32.56

Tax: \$111.43

Total: \$2,001.09

Payment Info

☐ myBUY/Ariba Purchase Order

☒ Credit / Debit Card

Card Number *

Exp. Date *

Card Code *

Process
Payment

Cancel

If you wish to pay for your order via Credit/Debit Card. You will select that option and provide the required Card Information, then select **Process Payment**.



PREORDER G FLEX UNIFORMS



/ Shopping Cart / Checkout / Success

CONTACT US

SPECIAL ORDER



0

When your order has successfully been submitted, you will be automatically brought to the order confirmation page.

Your order has been placed!

Congratulations and thank you for submitting your GFlex Uniform Pre-Order, the new uniforms are estimated to ship early 2025 and you'll receive a shipping confirmation email once your PO has been fulfilled.

Your order ID is: [M123456789](#)

You can view your order history by going to [My Account](#)



Chat

CONTINUE

HomeOrganizeTools

New EmailNew ItemsDeleteArchiveReplyReply AllForwardAttachmentMeetingMoveJunkRulesRead/UnreadCategorizeFollow UpFilter EmailFind a ContactAddress BookSend & ReceiveStore

FavoritesSentAll Accounts

By: Conversations

Today

G Flex Uniform Collection Order Confirmat...

If you cannot view the contents on this page, plea...

Gatorade G Flex Uniform Collection Order Confirmation

P

Gatorade G Flex Uniform Collection <noreply@gflex.com>

Friday, February 28, 2019 at 3:47 PM

G FLEX UNIFORM COLLECTION

Order Confirmation

Order #: 37200823

Client #: M765493201

Order Date: 11/07/2022

Hello Bobby Test,

Thank you for your order. Your order details are included below. We will send a confirmation once your package has shipped. The confirmation email will contain tracking information to allow you to track your order.

Thank you again for your business.

Shipping Information:	Payment Information:
Bobby Test 38931 Madison Ave Selbyville, DE 19975-4447	Bobby Test 38931 Madison Ave Selbyville, DE 19975

Once your order has been successfully submitted you will also receive an Order Confirmation email.

Home Organize Tools

New Email New Items Delete Archive Reply Reply All Forward Attachment Meeting Move Junk Rules Read/Unread Categorize Follow Up Filter Email Find a Contact Address Book Send & Receive Store

By: Conversations Today

Gatorade G FlexUniform <noreply@...>
If you cannot view the contents on this page, plea...

SO#G000016202_INV#69726.pdf
21 KB

G FLEX UNIFORM COLLECTION

Order Confirmation

Order #: 47087177
Client #: GFLEX26496
Order Date: 10/02/2024

Hello Chris Missett,
Thank you for your order. Your order details are included below. We will send a confirmation once your package has shipped. The confirmation email will contain tracking information to allow you to track your order.

Thank you again for your business.

Shipping Information:	Billing Information:
Chris Missett 4901 Forbes Blvd, Lanham, MD 20706	Chris Missett 4901 Forbes Blvd, Lanham, MD 20706
Ship Method: FEDEX Ground	

Order Details

When your PO has been shipped, you will receive an automated shipping confirmation email with tracking, and your PO will be invoiced in Ariba

Once you receive your order, you will need to process a goods receipt for the PO in myBuy/Ariba

Q: I'm having difficulty gaining access to the store.

A: Please make sure that you are visiting <https://gflexuniformcollection.com> from Google Chrome.

Q: Where do I get my PO Number?

A: You will need to log into Ariba to generate a valid Purchase Order Number based totaling the amount of your cart subtotal. You must enter this purchase order number exactly as it is provided to you, in the webstore checkout and select "Confirm Order" to submit your order.

Every Purchase Order Number provided is validated against the Purchase Orders listed in Ariba. If there are any discrepancies, your order will be on hold while we reach out to you for resolution. Your order will remain on hold until all discrepancies are resolved.

Each order requires its own unique Ariba PO#. Duplicate Purchase Order Numbers will not be accepted.

"Blanket PO's" that would be utilized for multiple orders, are also not accepted. Once a PO# has been submitted once, it cannot be used again for future orders to be processed and billed under the same PO#.

All Ariba PO's should begin with "M" followed by 9 digits.

Users cannot create a fake or invalid Ariba PO Number. Providing an invalid Purchase Order Number will cause delay in processing your order. We reserve the right to cancel any PO that is not a valid Purchase Order number in Ariba.

FAQs

Q: When will my order ship?

A: All orders are currently Pre-Orders for Uniforms that will begin shipping in early 2025. Once product is available in 2025, and your order has shipped, a shipping confirmation email containing the tracking numbers, will be issued to the user.

NOTE: The Icon Jacket and the Fusion Fleece require a collective minimum order quantity of 800 units before Inventory is produced for 2025 delivery. If you have ordered these items, and the collective minimum order quantity is not met in time to fulfill your orders in early 2025, we will reach out directly and let you know.

Q. When will I receive my invoice to process within Ariba?

A. All Invoices will be applied directly to the Purchase Order within mybuy/Ariba after it has been created by G&G Outfitters. Once you receive your order, you will need to issue a Goods Receipt in Ariba for the uniform items that delivered so that payment for the invoice may be submitted for processing.

If you have received a portion of your order, you will need to issue a goods receipt for the amount that you have received. The balance of the order will be invoiced when shipped. G&G Outfitters does NOT invoice for product that has not shipped.

Should you have a question regarding your invoice please contact the G&G Outfitters AR Team at accountsreceivable@ggoutfitters.com.

Q: What do I do if I don't see extended sizes needed for employees?

A: Proceed with ordering all other uniform garments that will fit your employees. For the sizes that are not available, please reach out to Allie Robbins @ arobbins@ggoutfitters.com requesting to place an order for extended sizes and provide the following information:

Product Details: i.e. "Performance Polo"

Requested Size: i.e. "5XL"

Final Quantity: i.e. 4 pairs

Q: Can I return uniforms for a refund or exchange?

A: Due to a high rate of employee turnover, the most efficient and cost-effective solution of dealing with uniforms that do not fit properly is for each location to maintain a supply of various sizes of each uniform.

Please keep the various sizes as backstock (or “safety stock”) to serve as replenishment for new hires, or employees that may just need that size in the future. If you are unable to repurpose these extra uniforms User’s are permitted to return uniforms for an exchange or a refund as long as the uniforms in question meet the return requirements outlined below.

- All uniforms requested to be returned for an exchange or refund cannot exceed 30-days from date of receipt.
- All uniforms must not have been worn in the field or seen any type of usage.
- All uniforms must be returned in their original condition with original tags still attached.

All returned uniforms will be inspected upon of receipt for original order date and that they are still in their original condition, G&G Outfitters reserves the right to refuse any requested return if the uniforms do not pass our inspection. Gatorade will be responsible for paying outbound freight charges for uniforms that do not meet the return requirements and will be held onto for 30-days from the date of return.