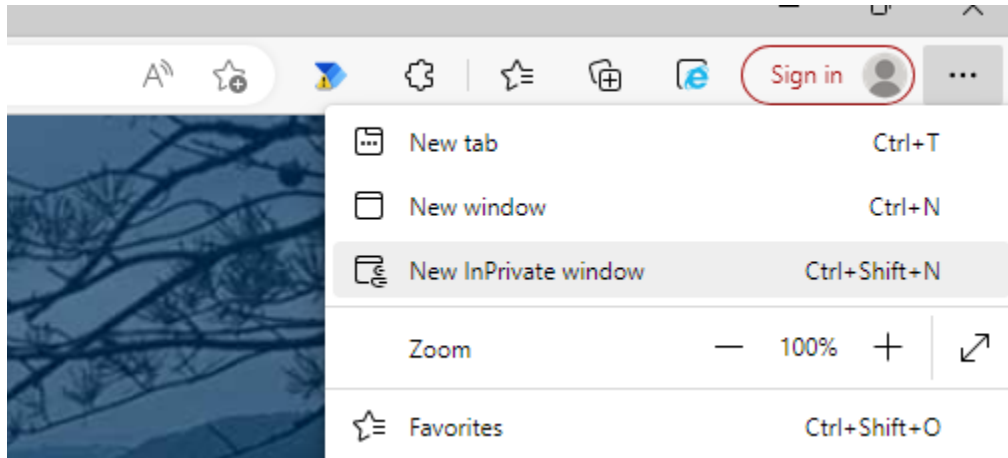


Maximo Supplier Portal Log-in Instructions

1. Open a private browsing window in your browser of choice. In Microsoft Edge, you can click on the 3 dots in the top right corner and select “New InPrivate window”.



2. Once a private browsing window is open, navigate to <https://supplier.tva.gov> and scroll to the I am an existing TVA supplier section and click the View Resources link.

- I am an existing TVA supplier.

I want to access information and applications that can help me manage my contract with TVA. [Click here to view resources.](#)

3. On the Existing TVA Supplier page, click Login To Maximo.

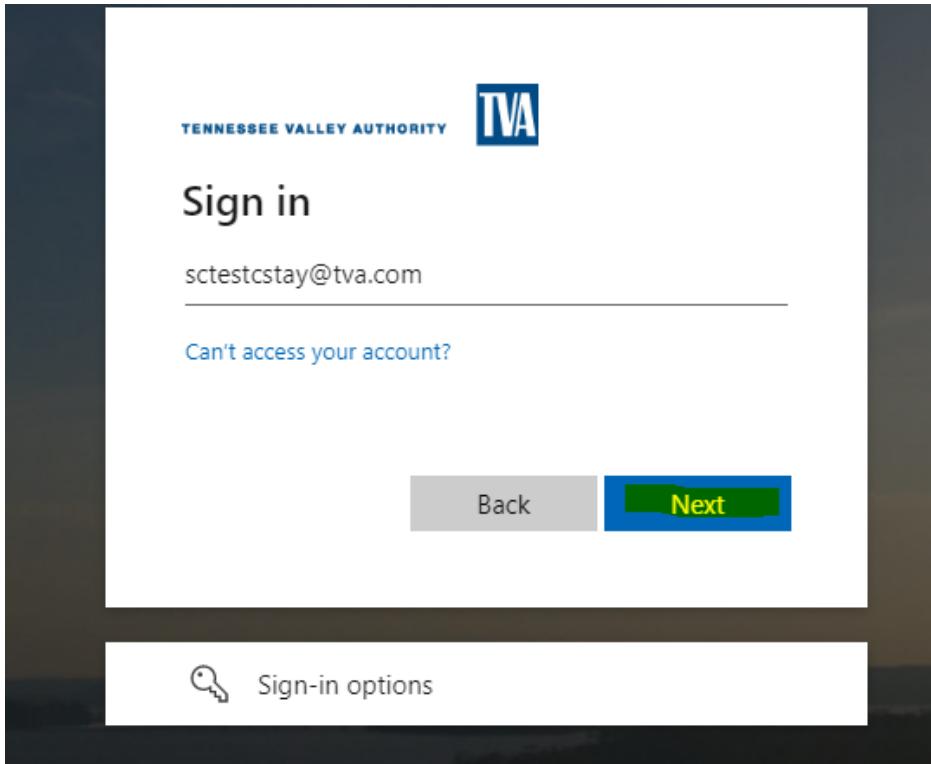
Supplier Portal

TVA's Supplier Portal is an EAM/Maximo system for contracted suppliers to view/update purchase orders, enter subcontracting accomplishments, respond to eRFQs, update limited company information and more.

[LOGIN TO MAXIMO](#)

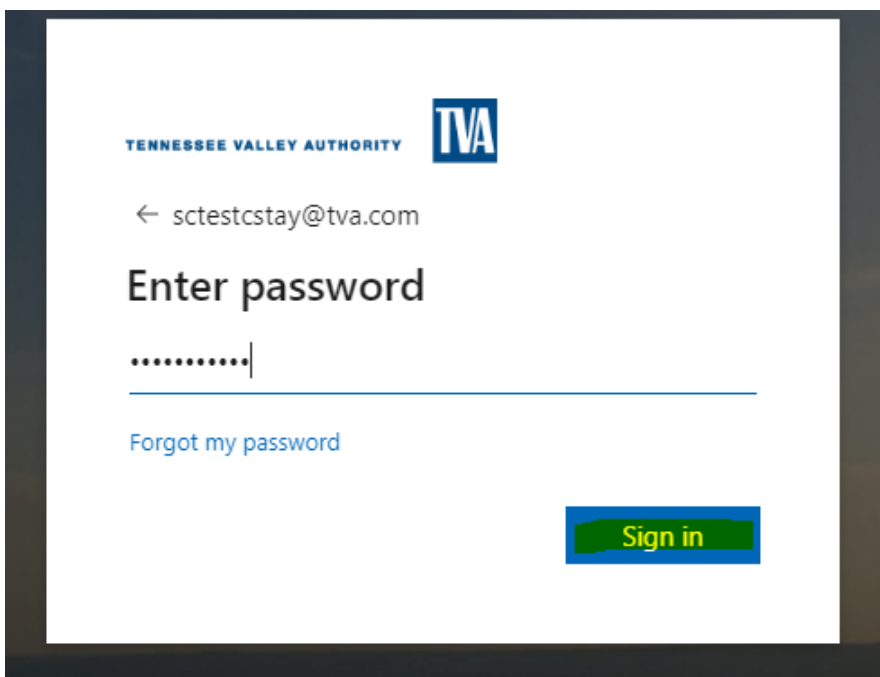
- [Supplier Portal Training Video – Basic \(transcript\)](#)
- [Supplier Portal Training Video – Invoicing](#)
- [Reset Password](#)

4. On the Login page, enter your @tva.com email address that was sent with your welcome email and click Next.



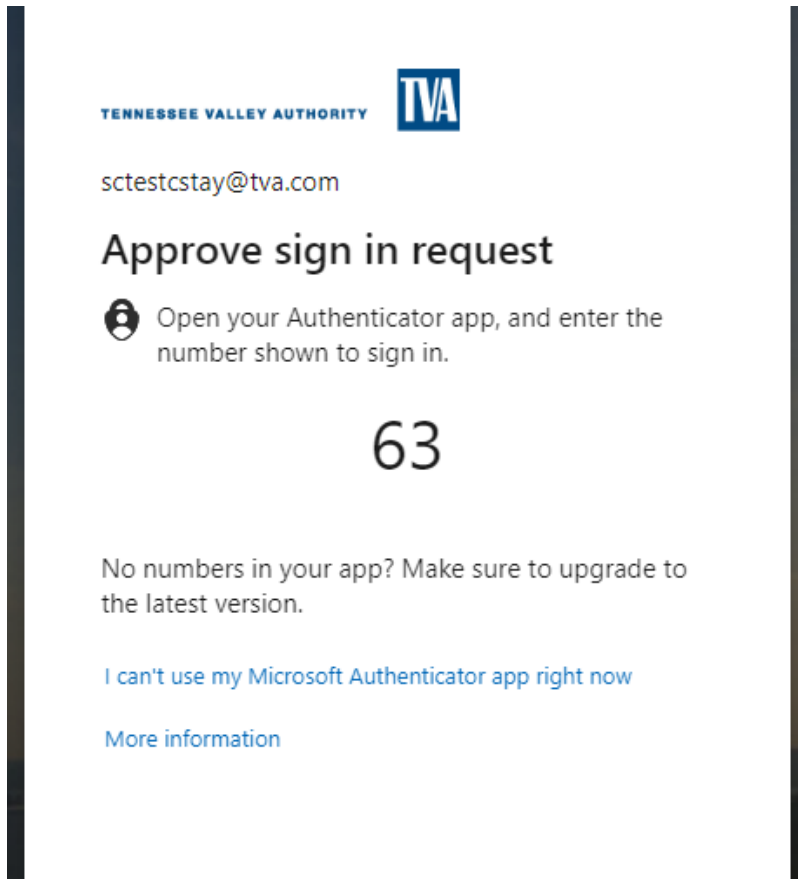
The screenshot shows the TVA Sign in page. At the top left, it says "TENNESSEE VALLEY AUTHORITY" next to the TVA logo. Below that is the heading "Sign in". A text input field contains the email address "sctestcstay@tva.com". Below the input field is a link that says "Can't access your account?". At the bottom right, there are two buttons: a grey "Back" button and a blue "Next" button. At the bottom left, there is a key icon and the text "Sign-in options".

5. On the Enter password page, enter the password for your account and click Sign In.

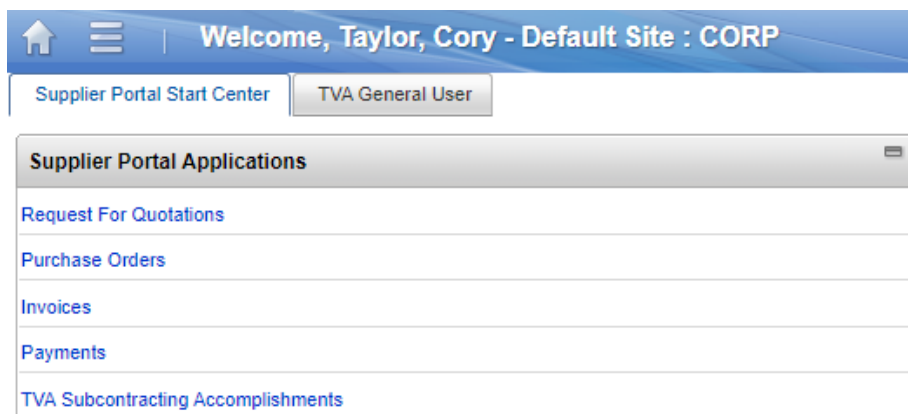


The screenshot shows the TVA Enter password page. At the top left, it says "TENNESSEE VALLEY AUTHORITY" next to the TVA logo. Below that is a back arrow icon followed by the email address "sctestcstay@tva.com". The heading "Enter password" is prominently displayed. Below it is a password input field with a series of dots and a cursor. Below the input field is a link that says "Forgot my password". At the bottom right, there is a blue "Sign in" button.

- You will be prompted via the Microsoft Authenticator application to approve your log-in request. Enter the number on the screen into the Authenticator app and click Yes/Approve.



- Once approved you will be logged into the Maximo Supplier Portal and you should be able to view the home screen.



If you need more help with configuring MFA on your phone/tablet, please see our MFA guide that was sent with your welcome email, call the TVA T&I Helpdesk at: 423-751-4357, or contact TVA Supplier Connections at: suppconn@tva.com.