

SAP Ariba

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What's New in SAP Procurement and SAP Business Network - 2025

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SAP

Content

What's New. 11

Help for What's New in SAP Procurement and SAP Business Network. 12

SAP Ariba 2601 Features. 18

SAP Business Network. 18

Introducing Data Center Page for Walkup Onboarding. 18

Introducing Data Center Page for Buyer Invite Flows. 19

Enhanced Security Onboarding Process: One-Time Password and Email Verification for Sourcing-Based Invite Onboarding. 21

Creating Test Accounts as part of Production Onboarding. 22

Time Period for Document Visibility in Document-Based Onboarding Flow 24

SAP Ariba 2511 Features. 26

General Features. 26

Spend Analysis Benchmarks — Company vs Industry Performance Dashboard. 26

Data Quality Analytics Dashboards. 29

SAP Ariba Strategic Sourcing and Supplier Management. 34

Ability to Upload CSV File to Autofill Term Values for Material Quote Events in Product Sourcing 34

Ability to Add Plants to Material Line Items in Hybrid Mode. 37

Ability to Block Access to Classic Sourcing for Project or Event Creation. 38

Ability to Make Counteroffers in Guided Sourcing Events. 40

AI Copilot Joule in SAP Ariba Contracts. 43

Supplier Eligibility Validation in Contract Workspaces. 45

Ability to Add, Update, Remove URLs in Guided Sourcing Full Projects. 47

Additional Contract Workspace Types in Guided Sourcing Full Projects. 50

Exclude Reverted Savings Allocations in Analytical Reports in Guided Sourcing. 51

Ability to Export All Rows from Content Tables in Guided Sourcing Events. 53

Ability to Import and Export Event Content in XLSX Format in Sourcing. 55

Communication Support in SAP Business Network Discovery Postings for Sourcing Events. 58

Automatic Initial Offer Submissions in Guided Sourcing. 61

Access Controls for Task Comments. 63

Ability to Generate Executive Summary in Guided Sourcing Using Generative AI. 65

View Predecessor Projects in Analytical Reports in Guided Sourcing. 67

New Transactional Use Cases for Approvals and Navigational Use Cases for AI Copilot Joule in SAP Ariba Supplier Lifecycle and Performance 69

Ability to Exclude System Generated Versions during ERP sync Internal and External Registrations 72

New User Research Panel Link in the User Feedback Survey. 73
New Country/Region Risk Provider. 75
AI Copilot Joule in SAP Ariba Supplier Risk. 77
Enhancements to the Create Posting User Interface for Sourcing Events. 80
Use of Spend Data for AI Recommendations in Category Segmentation. 82
Ability to Set Initiatives as Complete. 85
Advanced Search for Strategy and Plan Documents 86
Email and In-App Notifications for SAP Ariba Category Management. 88
Enhancements to the Develop Strategy and Plan Page. 94
Enhancements to the Operational Reporting API of SAP Ariba Category Management. 96
Ability to Add Collaborators to a Strategy and Plan Document. 97
Ability to Use the External Factors Analysis Tool in Category Management. 101
Updated Support Components for SAP Ariba Category Management. 115
Multi-Field Search for Invoice Item Categorization. 116
Manage Spend Taxonomy Enhancements. 121
SAP Ariba Procurement solutions. 127
Support for Adding Catalog Items, Contract Items, or Unplanned Items in Service Sheets Created in SAP Business Network. 127
Support for Budget Check in External ERP System for SAP Ariba Procurement Mobile App Requisitions. 129
Enhancements to Catalog Replication Page. 130
Support for Cancellation and Deactivation of Requisitions. 132
Virtual Card Details for Virtual Card Orders. 133
New Fields in Purchase Order cXML sent to SAP Business Network. 135
New Import Task for Deactivating Supplier Locations Associated with Ad Hoc Vendors. 136
Display Requisition Amount in Approver's or Watcher's Currency. 138
Support for Hierarchical Service Items. 140
Hide Interim Supplier RFQ Bids. 143
SAP Business Network. 145
Support Auto Generation of a Line Item Credit Memo from a Revised Service Entry Sheet for Fieldglass Integration (4R2). 145
Support Auto Generation of a Line Item Credit Memo from a Revised Service Entry Sheet for 42K and Commerce Automation. 149
Enable 4R2 Service Procurement Process for Standard Account Suppliers. 153
Account Linking in NextGen. 155
Support Inventory Reporting with B2B – EDIFACT INVRPT D.96A. 164
Support Self-Billing Invoices with B2B – EDIFACT INVOIC D.96A. 165
NextGen Discovery Release. 166
Tax Invoicing in Belgium. 168
E-Invoicing Updates for Poland. 170
Migration of Buyer and Supplier Preferred Language Settings to NextGen. 173
Enhancement to Supplier Groups User Interface. 175

Support for Managing Remit To Addresses on Company Profile. 177
Supporting Lean Services Procurement Integration between SAP S/4HANA and SAP Business Network Commerce Automation using SAP Integration Suite, managed gateway for spend management and SAP Business Network AddOn. 181
SAP Business Network for Supply Chain. 198
NextGen SAP Business Network Settings Page. 198
SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network. 203
Accelerated Release Cycle for SAP Integration Suite, managed gateway for spend management and SAP Business Network Add-On 1.0 for SAP S/4HANA and SAP ECC. 203
APIs. 204
Enhancements to the SAP Ariba SCIM API. 204

SAP Ariba 2508 Features. 208
General Features. 208
Ability to Load Data Files Using the Data Load API for SAP Spend Control Tower. 208
SAP Ariba Strategic Sourcing and Supplier Management. 211
Support for Defence Directive Notices for the TED eForms Portal. 211
Parameter to Hide the Messages Popup. 213
Ability to Define When the Amount in the Framework Agreement Tracker is Considered Consumed 215
Ability to Add Items From a Framework Tracker to a Framework Sourcing Event. 217
Ability to Purge Business Contact Data in SAP Ariba Contracts. 220
Managing Baseline and Supplier Contracts for Pre-Award Negotiation in Icertis Contract Intelligence for SAP Ariba Solutions. 221
Publishing a Guided Sourcing Event with an Unpublished Baseline Contract for Pre-award Negotiation. 232
AI Copilot Joule in Supplier Management. 235
Ability to Configure Site Parameters in Product Sourcing. 249
SAP Ariba Contracts Integration with WalkMe. 254
Supplier Management Integration with WalkMe. 257
Displaying Comments when Updates are Requested for a Modular Questionnaire. 262
Enhancement to Guided Sourcing. 263
Enhancements to Optimization Scenarios in Guided Sourcing. 265
Ability to Create Partitioned Events in Guided Sourcing. 267
Ability to Add Contract Workspace Content to Guided Sourcing Follow-On Projects. 271
Display Remaining Time for Line Items in Bid Console for Guided Sourcing Auctions and Competitive RFPs. 272
Support for Event Search Filters on the Supplier Home Page in Sourcing Events. 274
Enhancement to WalkMe in Guided Sourcing. 276
AI Copilot Joule in Guided Sourcing. 278
SAP Ariba Supplier Risk Integration with WalkMe. 295
Option to Join the SAP User Research Panel 299
Risk Exposure Summary Report Displays Overall Residual and Inherent Risk Levels 301

Category Risk Assessment. . . . 302
Reassign Strategy and Plan Document Ownership. . . . 314
Ability to Set an Initiative as Obsolete in SAP Ariba Category Management. . . . 318
Migrate to User Group–Based Access for SAP Ariba Category Management Tenants. . . . 320
Ability to Join the SAP User Research Panel by Answering the Product Survey. . . . 326
New Support Components for SAP Ariba Category Management. . . . 328
Ability to Select Tool Documents for AI-Generated Category Strategy Recommendations. . . . 329
Integration of SAP Build Process Automation for Workflow Management in SAP Ariba Category Management. . . . 334
Improved Spend Data Integration Setup for SAP Ariba Category Management. . . . 345
Ability to Add and Manage Attachments on Initiatives. . . . 346
Ability to Add Multiple Tool Documents to a Strategy and Plan in SAP Ariba Category Management . . . 350
SAP Ariba Category Management User Interface Enhancements. . . . 353
Ability to Create and Use Custom Strategy and Plan Tools With Attachment Templates. . . . 356
SAP Ariba Procurement solutions. . . . 363
Support for Defaulting of Split Accounting Type to Percentage for Correction Service Sheets. . . . 363
Ability to Customize the Supplier Matching Model. . . . 365
Support for Mass Editing of Accounting Information in SAP Ariba Procurement Mobile App. . . . 366
Ability to Filter only Inactive Users While Blocking Users in the Intelligent Configuration Manager . . . 368
Removal of File Attachment Support in Custom Approval Emails. . . . 370
Inactive User Filter for User Data Source Choosers in Form Designs. . . . 372
WalkMe Available in SAP Ariba Products. . . . 373
AI Copilot Joule in Guided Buying. . . . 379
Asset Management in Guided Buying. . . . 395
Enhancements to WalkMe in Guided Buying. . . . 398
SAP Ariba Invoice Management Integration with WalkMe. . . . 401
Hiding of Passwords and Client Secrets in the My API tab of SAP Ariba Developer Portal. . . . 404
Download the Supplier's Master Data in the cXML Format for Invoices. . . . 405
Support for Centralized Payment in Purchase Orders Sent to SAP Business Network. . . . 408
Prepackaged Reports for Virtual Card Orders. . . . 411
New User Group for Virtual Card Orders. . . . 416
New Attributes in Operational Reporting API for Procurement. . . . 418
SAP Business Network. . . . 419
Support Evaluated Receipt Settlement (ERS) Process in the 4R2 Integration Scenario. . . . 419
Moving Interactive Email Templates for Buyers to NextGen. . . . 422
Customization of Quick Enablement Templates. . . . 424
Enhanced Notification Option for Buyers. . . . 425
SAP Business Network Relationship Management User Interface. . . . 427
Enhanced Invitation Flows. . . . 430
Trading Partner Search for Suppliers. . . . 431

Supplier Onboarding Flag for Invoice Status Portal. . . . 433
Timezone and Currency Support for Buyers and Suppliers . . . 434
SAP Business Network for Supply Chain. . . . 436
Component Consumption Download and Upload via Excel Files. . . . 436
SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network. . . . 440
Integration Support to Send Acknowledgment of Inbound Transactions from SAP S/4HANA to SAP Business Network. . . . 440
Block UnlimitedDelivery Indicator for SA/SAR. . . . 441
Scheduling Agreement Release Integration for S/4HANA Public Cloud. . . . 443
Support X12 947 4010 In Document Type. . . . 444
Serial Numbers Support on Component and Handling Units. . . . 445
Support of Multi-Tier Collaboration for sub-contracting Purchase Orders. . . . 446
Integration Support for Serial Numbers in Component Ship Notice (Outbound Delivery) in 5I2 Integration Scenario. . . . 448
Planned Migration of SAP Ariba Tenants on Kingdom of Saudi Arabia (KSA) Data Center (DC). . . . 449
APIs. . . . 450
Hiding of Passwords and Client Secrets in the My API tab of SAP Ariba Developer Portal. . . . 450
Supplier Risk Engagements API Retrieves Inherent Risk Screening Questionnaire Information. . . . 451
Supplier Risk Engagements API Retrieves Domain-Based Residual Risk Score. . . . 455
Buyer and Supplier APIs for Change Requests, Change Request Responses, and Change Request Confirmations. . . . 457

SAP Ariba 2505 features. . . . 460
General Features. . . . 460
Ability to Add Imprint URL in SAP Ariba Solutions . . . 460
Configure Authentication with SAP Cloud Identity Services for SAP Ariba Solutions in Intelligent Configuration Manager. . . . 462
Displaying Stack Trace in the Intelligent Configuration Manager Audit Logs. . . . 464
View and Map Unmapped UNSPSC Codes to Custom Taxonomies. . . . 466
Currency Rate Selection and Conversion. . . . 468
WalkMe Will Become Available in SAP Ariba Products. . . . 469
SAP Ariba Strategic Sourcing and Supplier Management. . . . 473
View Period Quantity Assignments of Line Items on a Graph in Guided Sourcing. . . . 473
Ability to Collect Volume Pricing Information for Product Sourcing Materials with Quarterly and Annual Validity Periods. . . . 475
Purchase Info Record Creation Without Plant-level Information for Line Items Linked to Placeholder Plants in Product Sourcing . . . 480
Support for Light Regime Notices for the TED eForms Portal. . . . 485
Support eTendering for the Central Digital Platform. . . . 487
Support for Using Supplier Questionnaire for CDP in Public Sector Events. . . . 506
Support for Framework Agreement in Guided Sourcing. . . . 510
Support for TED eForms Version 1.12 Plus. . . . 522
SAP Task Center Integration with SAP Ariba Contracts. . . . 524

Ability to Customize the Prefix for the Contract ID in SAP Ariba Contracts. . . . 526
User Interface Enhancements for Managing Tasks from SAP Ariba Contracts in SAP Task Center . . . 527
Enhancements to the User Interface for Managing Non-Disclosure Agreement Contracts. . . . 529
Bonus-Penalty in Guided Sourcing. . . . 531
View the Award Scenario PDF on the Approval for Award Page and Attach the PDF to Approval Email. . . . 533
Support for Exporting Sourcing Reports in XLSX Format. . . . 535
Allow Adding Suppliers Without Contacts to Guided Sourcing Projects. . . . 537
Guided Sourcing Integration with WalkMe. . . . 539
Ability to Mass-Inactivate Previous Questionnaire Data for Multiple Suppliers at a Time. . . . 544
New User Group—SM Advanced Configuration Access. . . . 548
Ability to Purge Inactivated Modular Questionnaire Data. . . . 555
Enhancements to the Toolkit Functionality in SAP Ariba Category Management. . . . 558
Integration of Spend Data in SAP Ariba Category Management. . . . 560
Enhancements to the **Initiatives Overview** app in SAP Ariba Category Management. . . . 710
Ability to Add External Stakeholders in SAP Ariba Category Management . . . 713
Change of SCIM System to a New Connector for Provisioning Users in Intelligent Opportunity Analyzer. . . . 715
Ability to Generate Strategy and Plan Document PDFs. . . . 722
Display of Regions and Business Units in Strategy and Plan Documents. . . . 725
Upgrade of the Existing Workflow Engine in SAP Ariba Category Management to the SAP Build Process Automation Service. . . . 727
SAP Ariba Category Management Spend Visibility Dashboard Enhancements. . . . 729
Ability to Assign Predefined User Groups to Category Management Users from SAP Cloud Identity Services. . . . 736
SAP Ariba Category Management, AI-Assisted Strategy Summarizer. . . . 741
New `GET /StrategyAndPlanApprovalHistory` Endpoint to Retrieve the Approval History of Strategy and Plan Documents. . . . 745
SAP Ariba Procurement Solutions. . . . 748
Support for Using Virtual Cards to Pay Suppliers. . . . 748
Support for Ad Hoc Vendors for Non-Catalog Items in Virtual Card Orders. . . . 751
Enhanced Supplier Search for Purchase Request Forms. . . . 753
RFQs Support On-behalf-of by Company Code. . . . 755
Support for Classification of Hazardous Materials. . . . 758
Support for Ad Hoc Vendors on Non-Catalog Requests. . . . 764
Guided Buying Integration with WalkMe. . . . 769
Support for Custom Fields in BMEcat Catalog Files. . . . 773
SAP Ariba Buying Integration with SAP Business Network and SAP Fieldglass Suppliers. . . . 780
SAP Business Network. . . . 789
Virtual Card Payment Information in Purchase Orders. . . . 789
Allow contract requests and collaborative requisitions for suspended suppliers. . . . 790

Accessing Supplier's Catalog from Company Profile. . . . 792
Removed access to legacy buyer interface. . . . 793
Audit Log Management on SAP Business Network. . . . 794
Support for PINT Invoices for Australia and New Zealand. . . . 800
E-Invoicing in Germany for External Invoices. . . . 801
Onboarding Automation on SAP Business Network. . . . 804
Postal Code Support for Mauritius. . . . 809
Enhancement to Supplier Groups User Interface. . . . 810
Temporary Account Support for Suppliers. . . . 816
Inclusion of Quality Inspection Request. . . . 820
SAP Business Network for Supply Chain. . . . 822
Support of Serial number info in ASN Excel Upload template. . . . 822
Support for Buyers and Suppliers to Search for Confirmed Delivery Dates in the Items to Ship Tile . . . 823
Blocking Line Items and Changes to Closing Line Items in Purchase Orders. . . . 825
Download PDF support for Ship Notices in Workbench tile. . . . 828
Enhancements to the Open Orders Reports for SAP Business Network for Supply Chain. . . . 830
Support to Define an Estimated Delivery Date at the Header Level for Suppliers with Order Confirmation Approval . . . 835
Enhancement to Retain Order Confirmations for Scheduled Agreement Releases and Purchase Orders with Schedule Lines. . . . 836
Support for Approval of Order Confirmation Deviations for a Single Purchase Order. . . . 838
SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network. . . . 841
Mandatory Domain Name Changes in SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network. . . . 841
Support Ship Notice for STO with B2B - X12 943 4010 Out. . . . 844
Support Cancellation of Multi-order Advanced Ship Notice. . . . 846
Support Block Purchase Order line Items. . . . 847
Support Close Purchase Order lines. . . . 849
Invoice Status Portal Integration for Suppliers. . . . 852

SAP Ariba 2502 features. . . . 855
General Features. . . . 855
New India Data Center Support for SAP Ariba Procurement Solutions. . . . 855
Ability to Manage Feature Toggles in Intelligent Configuration Manager. . . . 859
Ability to Manage Configuration Bundles in Intelligent Configuration Manager. . . . 913
Migrate Configurations from One Site to Another Site in Intelligent Configuration Manager. . . . 939
Ability to Selectively Migrate Field Configurations in Intelligent Configuration Manager. . . . 946
SAP Ariba Strategic Sourcing and Supplier Management. . . . 951
Importing Line Items With Locale-Specific Pricing Data to Guided Sourcing Events. . . . 951
Synchronizing Dynamic Lookup Table Values with the Mapped Terms in Sourcing Events. . . . 953
Ability to Map Quantity Type Terms with Integer Type External Fields in Guided Sourcing For Creating Material Quotes. . . . 955

New Defaults for Material Master Item Arrangement in Guided Sourcing Events. 957
Retaining Cost Breakdown Information in Alternative Bids by Suppliers in Guided Sourcing. 959
Decommissioning of the Pricing By Source Service in Product Sourcing. 961
Automatic SAP Business Technology Platform URL Configuration for Supplier Profile Summary Enablement. 962
Importing and Exporting Line Items in Large-Capacity Contract Line Items Documents Using an Excel File. 964
Viewing Supplier Risk Exposure with Custom Risk Categories in SAP Ariba Contracts. 966
Predecessor Event for Contracts Created from Guided Sourcing Projects. 968
Ability to Download Import Summary for SM Administrator. 973
Enhancements to the Event Summary Reports in Guided Sourcing. 975
Accept Terms of Use to Access SAP Business Network Discovery from Guided Sourcing. 977
Support for Validity Start and End Dates in Guided Sourcing Follow-on Documents. 978
Support for Large-Capacity Events in Guided Sourcing. 981
Manage Access to Restricted Questions and Responses in Guided Sourcing Events. 982
Enhancements to the Configuration of Guided Sourcing Integration with External Systems. 985
Update Total Grade in Grade as a Team Member and Consensus Grading Pages. 987
Ability to Include Line Item Details in Approval Tasks Sent From SAP Ariba Sourcing to SAP Task Center. 989
Enhancements to ETendering Notice Validation. 991
Enhancements to the **Manage Taxonomy** and **Manage Configurations** Apps in SAP Ariba Category Management. 993
Operational Reporting API for SAP Ariba Category Management. 995
Ability to Add Primary and Secondary Value Levers to Initiatives. 997
Ability to Manage Time Period for Spend Data in Category Management. 1001
Ability to Use Supplier Preferencing in SAP Ariba Category Management. 1005
SAP Ariba Category Management, AI-Assisted Category Strategy Recommendation. 1015
Ability to Access the New User Interface of SAP Business Network Discovery from Classic SAP Ariba Sourcing. 1022
Ability to Create Postings in Classic SAP Ariba Sourcing Integrated with the New SAP Business Network Discovery. 1024
SAP Ariba Procurement Solutions. 1036
Support for Spend Consumption Reports. 1036
Support for Price Validation when Importing Requisitions. 1041
Redesigned Item Details Page. 1043
SAP Business Network. 1049
Email Notifications for Buyer Announcements. 1049
Extending Support to Gold Suppliers for Supplier Integration. 1051
Enhancements to Outbound Invoicing Process for Malaysia. 1053
New Business Roles in the Registration Form. 1058
Supplier Search and Discovery. 1059
Legacy Discovery Pages. 1062

SAP Business Network Promote Subscription. 1063
Improved Matching Criteria for Supplier Registration. 1088
Profile Data Federation. 1090
Enhanced Profile Transparency. 1094
Support for Additional Entities and Country Configuration on Company Profile. 1095
Five-Digit Postal Code Support for Taiwan 1100
VAT and Tax Enhancement for Invoice. 1101
Support Multiple Consignments in a Transport Request with B2B - X12 204 4010. 1103
E-Invoicing of Pre-Approved Invoices for Malaysia. 1104
Enhanced Data Protection Capabilities through Attribute-Based Access Control. 1108
Integration support for UN/CEFACT Cross-Industry Invoice (CII) format for German e-Invoices (XRechnung). 1113
Trading Relationship Invite to Account Administrator and Vendor Contact. 1115
SAP Business Network for Supply Chain. 1116
Allow Selection of Serial Numbers During Component Consumption. 1116
Key Figures for Unreceived Orders and Optional Matching for Certain Criteria. 1118
Allow to Upload Certificates When Using the Advance Ship Notice Upload File. 1121
Batch-Managed Material Validation in Advanced Ship Notice Creation. 1124
Increase Customer-Defined Attributes to 60. 1125
Support for Supplier Search in Number Range Setup for SAP Business Network for Supply Chain 1126
SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network. 1128
APIs. 1128
ETendering Notice Management API. 1128
Perform Validation on the Data Being Submitted for Event Publish with the Event Management API 1137

What's New

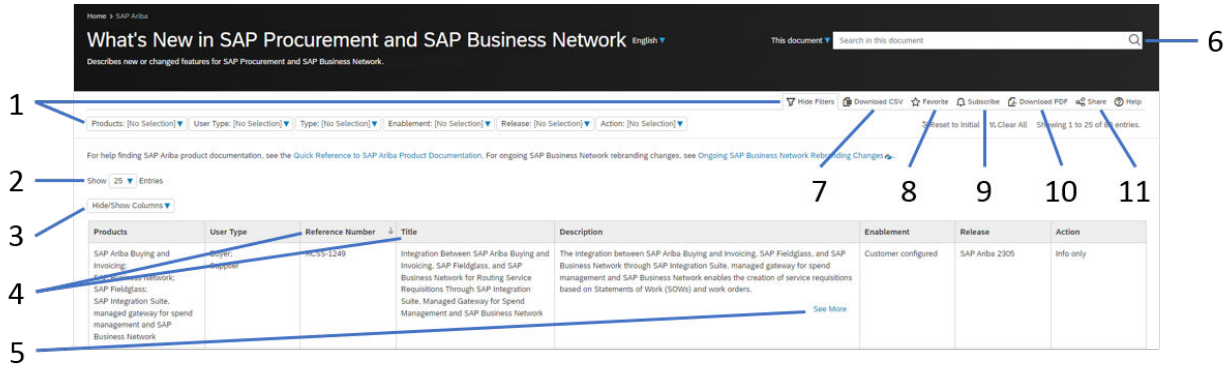
What's New in SAP Procurement and SAP Business Network provides information on new or changed features by year. The HTML version of this guide provides the same information in an interactive format.

Features in this PDF are listed by product and in alphabetical order by ID.

> **Note**
>
> After features are released, feature topics in this guide link to topics in SAP Procurement and SAP Business Network core documentation.

Help for What's New in SAP Procurement and SAP Business Network

How to use What's New in SAP Procurement and SAP Business Network to filter, sort, and find the information you want.



You can customize the content in the What's New viewer according to your needs:

1. **Show Filters** - Filter the content in the What's New viewer by different attributes.
2. **Show 25 entries** - Increase or reduce the number of entries per page.
3. **Hide/show Columns** - Customize the view by choosing which columns to show in the table.
4. **Sorting** - Click a column heading to sort the column in ascending or descending order.
5. **See More** - Open a topic showing more information about a feature.
6. **Search** - Search for something specific, such as a reference number. When you run a search, it changes the page URL just as filtering does.
7. **Download CSV** - Download the filtered content to a delimiter-separated values file that you can open in a spreadsheet application.
8. **Favorite** - Save the current filter settings to your favorites.
9. **Subscribe** - Subscribe to receive email notifications about content that has been updated.
10. **Download PDF** - Download a PDF with a maximum of 200 entries from the filtered selection.
11. **Share** - Share a link with other people.

- **Navigation** - From any topic, there are several ways to navigate:
  - Click the » *Show/Hide Table of Contents* icon to show the table of contents pane.
  - To return to the What's New table, click the **Back** button, or click the link in the navigation breadcrumbs in the header area.

Links to Other Documentation

After features are released, feature topics in this guide link to topics in SAP Procurement and SAP Business Network core documentation.

Columns in the What's New table

Column name	Description	Shown by default?
Products	Identifies SAP products that the feature applies to.	Yes
User Type	Identifies the user types for the feature. Possible values are: • Buyer • Supplier	No
Reference Number	A unique ID of the feature. Use it to discuss features with SAP Support.	No
Title	A shorthand name for the feature that you can use when discussing it with colleagues or SAP representatives.	Yes
Description	A short summary of the feature. You can click **What's New Document** to see more detailed information about the feature.	Yes
Type	Identifies the type of feature. Possible values are: • New - a new feature. • Changed - a change to an existing feature such as app behavior, UI changes, or changes to APIs. • Deprecated - Announcement of an existing app or feature will be removed in a future shipment. • Deleted - Announcement of an existing, deprecated app, feature or function is removed from the product.	No

Column name	Description	Shown by default?
Enablement	Describes how a feature or enhancement is made available in the software. Possible values are: • Automatically On - The feature or enhancement is turned on in production environments at the Valid as Of date. No configuration is required. • Customer-managed - The feature or enhancement is available in production environments at the Valid as Of date, but it requires self-service enablement by the customer before it can be used. For example, self-service enablement could mean that a member of the Customer Administrator group in your organization must use Intelligent Configuration Manager (ICM) to enable one or more self-service site configuration parameters. • Contact SAP - The feature is turned off by default, and you need to contact SAP Support to turn it on. • Contact Account Executive - The feature requires a license. To have this feature enabled, please have your Designated Support Contact (DSC) contact your Account Executive, who can provide information about enabling the feature. • Contact Customer Success Partner or Services Account Executive - The feature is turned off by default. To have this feature enabled, please have your Designated Support Contact (DSC) contact your SAP Ariba Customer Success Partner (CSP) or Services Account Executive (Services AE), who can provide information about enabling the feature.	Yes
Version	Identifies the quarterly release version in which a feature was introduced. **Note** Version numbers have the format SAP Ariba `YYMM`. For instance, "2108" is the release number for a feature released in August 2021.	Yes
Valid as Of	Identifies the date from which the described content is valid.	No

Column name	Description	Shown by default?
Action	The level of disruption caused by the feature and whether you need to do anything to avoid it. **Note** To maintain the functionality of a feature, function, or process, customer action is required by the Valid as Of date. Otherwise, the process may break or change. If an SAP Ariba feature requires action, see the Release Readiness page for more details. Possible values are: • Critical – Immediate Action Required: Changes that cause a day-1 impact at customer side, unexpected changes in functionality, features, UI behavior, or interfaces after a release upgrade or an update, and therefore leads to disruptions for our customers. This value is also used for deletion of apps or features. • Action/Review Required: Changes that improve an existing process but does not cause an immediate disruption while working with the affected functionality. It can also be an information about a future change in functionality that requires a preparation by customers, including deprecations. The required action for the target group can be of administrative nature like authorization changes, configuration, integration, etc. but also the rollout to and training of business end users. • Innovation: Changes that enable a new functionality or process. Customers can decide not to use the innovation or to postpone the usage. • Information: Changes with minor impact, for example, structural changes of the documentation, or changed shipment cycles.	Yes
Business Process	The name of a sub-process within the end-to-end business process in the Intelligent Enterprise. For the Source to Pay business process, sub-processes are: • Invoice to Pay • Manage Supplier and Collaboration • Plan to Optimize Sourcing and Procurement • Procure to Receipt • Request to Resolution • Source to Contract	No

Column name	Description	Shown by default?
Line of Business	An organizational area or business unit in a company that combines all responsibilities for a product, group, or set of processes. **Note** All SAP Procurement and SAP Business Network features described here are for the Sourcing and Procurement line of business. Possible values are: • Asset Management • Commerce • Finance • Human Resources • Manufacturing • Marketing • R&D/Engineering • Sales • Service • Sourcing and Procurement • Supply Chain • Sustainability • Analytics • Application Development and Integration • Database and Data Management • IT Management • Intelligent Technologies • Security Software	No
Software Lifecycle	The state of development for a feature. Possible values are: • Beta - For features only available for a limited number of customers. Features provided as Beta can not be used by customers productively and can be canceled by SAP. • Early Adoption - For features only available for a limited number of customers. Features provided as Early Adoption will be made available in General Availability shortly after the Early Adoption phase ends. • General Availability - For features that are available for usage by all customers of the product. • End of Life - For features that are deprecated or deleted.	No

Column name	Description	Shown by default?
Category	Indicates which type of object or process is affected by the change. Example: An administrator might focus on changes affecting the administration and authorization first. Changes in development or extensibility may have less priority in the first step. For a developer, changes to development and extensibility options are of higher priority. Possible values are: • Administration- Changes or new features in the area of system management, for example, the onboarding of new users to the system. • AI - New or changed features that involve artificial intelligence. • App - New or changed apps. • Authorization - New or changed Identity and Access Management objects. • Configuration - New or changed configuration options. • Data Management - Changes in data management, for example, new archiving objects or changed data destruction objects. • Development - Changes to development tools in, for example, ABAP Platform or SAP BTP. • Extensibility- New or changed extensibility objects, for example, new APIs, CDS Views, BAdIs, or Business Object Interfaces. • Function - New or changed functions that are used in several apps in the same way. • Help - Major structural changes in the Help Portal. • Integration - Changes regarding integration to other products, for example, a new integration to another product or the change from customer-managed to SAP-managed integration. • Workflow - Changes regarding the automatic workflows, for example, the generation of follow-on documents. • Other - Only used in exceptional cases if no other category is valid.	Yes

SAP Ariba 2601 Features

SAP Business Network

Introducing Data Center Page for Walkup Onboarding

Business Details

This feature introduces a data center page during walkup onboarding and enables suppliers to choose their preferred data centers:

- **Netherlands: Amsterdam**
- **Saudi Arabia: Dammam**
- **USA: Quincy, WA**

Implementation Details

Business End User Tasks

1. During walkup onboarding, click **Create new account**.
2. On the **Choose a Data Center** page, select one of the data centers:
   - **Netherlands: Amsterdam**
   - **Saudi Arabia: Dammam**
   - **USA: Quincy, WA**

> ⓘ Note
>
> You can change the selected data center only until the account creation process is completed. To make changes, start the onboarding process again by returning to Data center picker page, where the required Data center can be selected again.

Technical Details

Product	SAP Business Network
Line of Business	Commerce

Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2601
Valid as Of	2026-01-16
Reference Number	NS-36301
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Introducing Data Center Page for Buyer Invite Flows

Business Details

This feature introduces a data center page and enables suppliers to choose their preferred data centers:

- **Netherlands: Amsterdam**
- **Saudi Arabia: Dammam**
- **USA: Quincy, WA**

Suppliers can access the data center page as part of supplier onboarding using any of the invitation methods, including Trading Relationship Requests, Document-based Invites for quick enablement, and Sourcing-based Invites.

Implementation Details

Business End User Tasks

1. During supplier onboarding, click **Create new account**.
2. On the **Choose a Data Center** page, select one of the data centers:
    - **Netherlands: Amsterdam**
    - **Saudi Arabia: Dammam**
    - **USA: Quincy, WA**

> **Note**
>
> You can change the selected data center only until the account creation process is completed. To make changes, start the onboarding process again by returning to Data center picker page, where the required Data center can be selected again.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2601
Valid as Of	2026-01-16
Reference Number	NS-37316
Sub Process (Modular Business Process)	Not Applicable

Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Enhanced Security Onboarding Process: One-Time Password and Email Verification for Sourcing-Based Invite Onboarding

Business Details

This feature deprecates the **Activation Email** and profile completion page and adds a one-time password and email verification page for enhance the security parameters during sourcing onboarding invites.

Changes to the User Interface

- Removed **Activation Email** page.
- Added one-time password verification page: This page is introduced to enhance the security in the onboarding process. Users must enter the 6-digit password valid for 30 minutes to proceed.
- Added an email verification page: This page ensures that users verify their email address, to be used for their account creation. In the email verification page, verify the email address and click **Proceed** to continue.

This feature also introduces a data center page for sub user sourcing onboarding. Your account administrator has already selected a data center for this account. Click **Next** to continue with user profile creation.

For more information, see Introducing Data Center Page.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2601
Valid as Of	2026-01-16
Reference Number	NS-37316
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Creating Test Accounts as part of Production Onboarding

Business Details

This feature enhances the onboarding flow of SAP Business Network accounts for suppliers in the testing environment. In the new onboarding flow, the system automatically creates a test account during production onboarding, removing the need for a separate account creation step.

Implementation Details

General Prerequisites

- User must complete onboarding using a username and password in the Production environment.
- Production account must be successfully created.

Business End User Tasks

1. Log in to SAP Business Network.
2. Click on your profile icon and navigate to **Switch Account** > **Switch to Test Account**.
   The system switches the user to the test environment.
3. Add the credentials to log in to your test account.
   - **Username**: test-<Prod user name>
   - **Password**: Use the same password set during onboarding.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2601
Valid as Of	2026-01-16
Reference Number	NS-35813
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Time Period for Document Visibility in Document-Based Onboarding Flow

Business Details

This feature enhances the document movement flow for both new account creation and using existing accounts for document based invites.

It takes up to 24 hours for the document to successfully display in your account for both new account creation and using existing accounts for document based invites. The message is added part of the **Successfully Connected** popup screen added on homepage of SAP Business Network.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2601
Valid as Of	2026-01-16
Reference Number	NS-38085
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable

Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

SAP Ariba 2511 Features

General Features

Spend Analysis Benchmarks — Company vs Industry Performance Dashboard

Business Details

This feature enables you to view a comparative analysis of year-to-date company spend values and the industry averages along with the deviations for various spend categories in the **Spend Analysis Benchmarks — Company vs Industry Performance** dashboard.

SAP Spend Control Tower uses anonymized historical data to develop benchmarks for supplier spend and category spend. This data is used to create a benchmark report.

The **Spend Analysis Benchmarks — Company vs Industry Performance** dashboard provides insights into your company's spend performance. It enables you to:

- Compare spend performance across your enterprise, for example by company code or location, against the average and best performer within your company.
- Compare your overall enterprise spend performance to industry peers, including the industry average and top performers in each area.

Examples of the User Interface

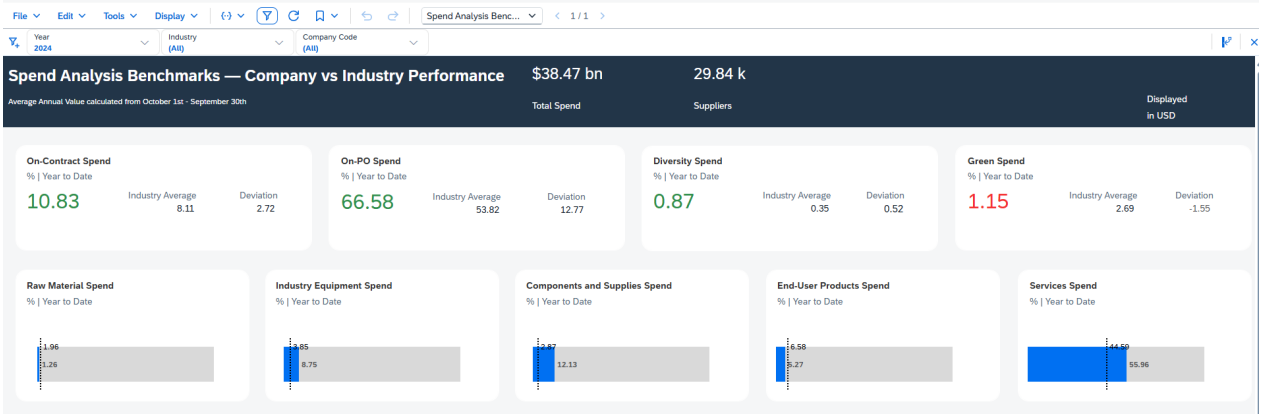


Figure 1: Spend Analysis Benchmarks — Company vs Industry Performance

By default, you can filter the data by the following dimensions:

- **Year**: The data from October 1st of the previous year to September 30th of the selected year is considered for the dashboard.
- **Industry**: The data from the selected industries is considered for the industry average values displayed on the dashboard.

- **Company Code**: The data from the selected company codes is considered for the company spend values displayed on the dashboard.

Key Performance Indicators (KPIs)

Key performance indicators for the duration starting October in the selected year to September in the following year are displayed in a ribbon at the top of the dashboard. All KPI values are affected by the currently selected filters.

Key Performance Indicator	Description
Total Spend	Total spend for the selected categories.
Suppliers	Number of suppliers for spend.

Widgets

The **Spend Overview - Compliance** dashboard has the following widgets:

Widget	Description
On-Contract Spend	A widget showing the percentage of the year-to-date on-contract spend, the industry average, and the deviation.
On-PO Spend	A widget showing the percentage of the year-to-date on-PO spend, the industry average, and the deviation.
Diversity Spend	A widget showing the percentage of the year-to-date diversity spend, the industry average, and the deviation.
Green Spend	A widget showing the percentage of the year-to-date green spend, the industry average, and the deviation.
Raw Material Spend	A bar chart showing the percentage of the year-to-date raw-material spend.
Industry Equipment Spend	A bar chart showing the percentage of the year-to-date industry-equipment spend.
Components and Supplies Spend	A bar chart showing the percentage of the year-to-date components-and-suppliers spend.
End-User Products Spend	A bar chart showing the percentage of the year-to-date end-user-products spend.
Services Spend	A bar chart showing the percentage of the year-to-date services spend.

Implementation Details

General Prerequisites

You must have the following to use this feature:

- You must belong to one of the following SAP Spend Control Tower role collections:
  - Spend Control Tower Administrator
  - Spend Control Tower Business Analyst
  - Spend Control Tower Data Enrichment Manager

- Spend Control Tower Data Manager
- Spend Control Tower Delivery Lead

- Your site must be on either the U.S. or E.U. data center.

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ANALYSIS-1324
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Data Quality Analytics Dashboards

Business Details

This feature enables you to analyze the accuracy, completeness, and consistency of spend data loaded from source systems into SAP Spend Control Tower in the **Data Quality** dashboard.

The dashboards are organized based on master data including invoices, suppliers, GL accounts, ERP commodities, parts, company codes, company sites/plants, payment terms, purchasing organizations, purchasing groups, cost centers, and profit centers. The **Data Quality — Overview** dashboard is the default dashboard displayed. You can select master data from a pull-down menu to view other dashboards.

Examples of the User Interface

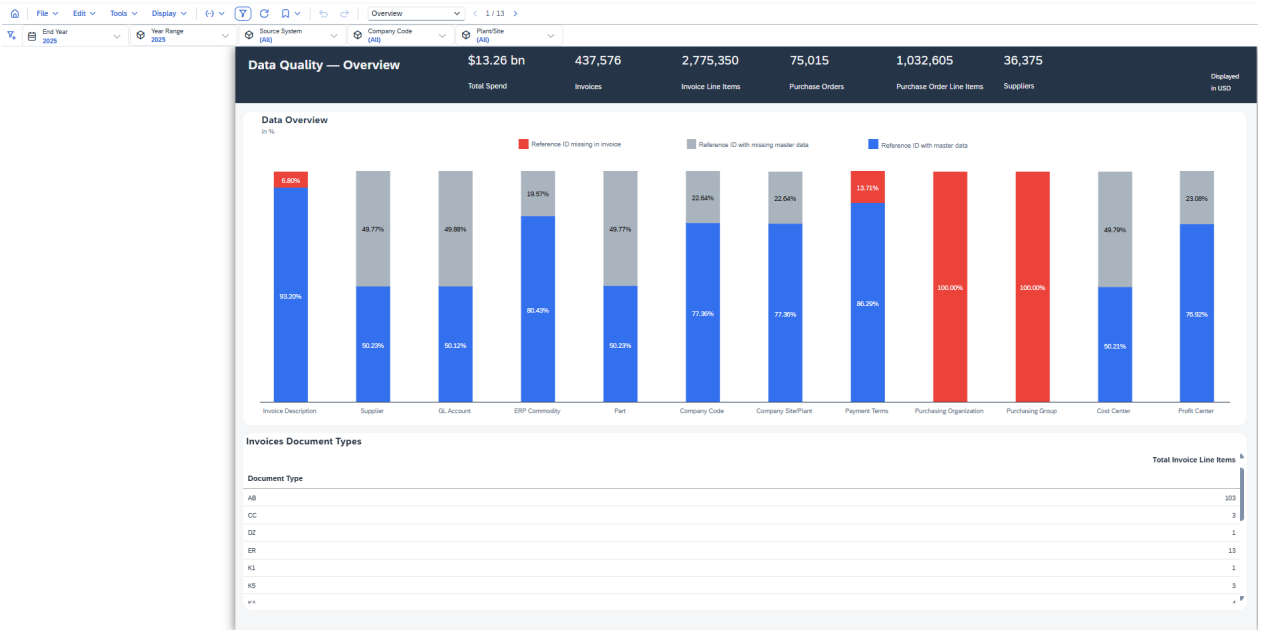


Figure 2: Data Quality - Overview

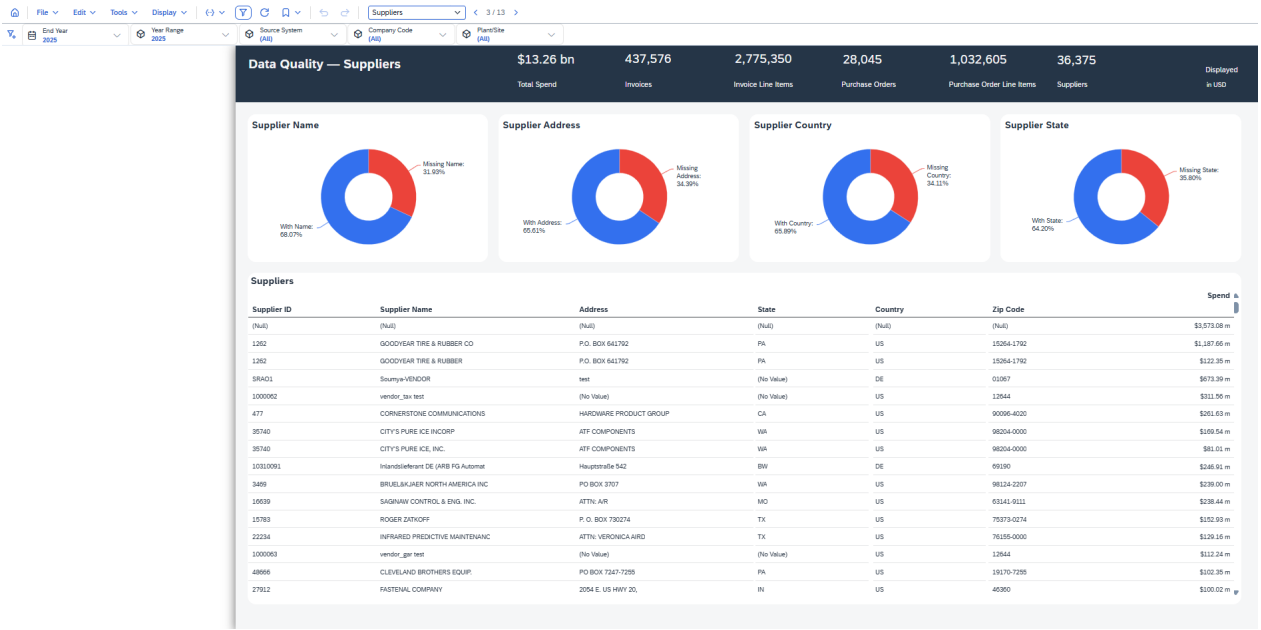


Figure 3: Data Quality — Suppliers Dashboard

By default, you can filter the data by the following dimensions:

- **End Year**
- **Year Range**
- **Source System**
- **Company Code**
- **Plant/Site**

Key Performance Indicators (KPIs)

Key performance indicators appear in a ribbon at the top of the dashboard. All KPI values are affected by the currently selected filters.

Key Performance Indicator	Description	Additional Information
Total Spend	Total spend for the selected purchasing categories.	Displayed on all data quality dashboards.
Invoices	Number of unique invoices processed.	Displayed on all data quality dashboards.
Invoice Line Items	Total number of line items in the invoices.	Displayed on all data quality dashboards.
Purchase Orders	Number of unique purchase orders processed.	Displayed on all data quality dashboards.
Purchase Order Line Items	Total number of line items in the purchase orders.	Displayed on all data quality dashboards.
Suppliers	Number of unique suppliers.	Displayed only on the **Data Quality — Overview** and the **Data Quality — Suppliers** dashboards.
GL Accounts	Number of unique GL accounts.	Displayed only on the **Data Quality — GL Accounts** dashboard.

Key Performance Indicator	Description	Additional Information
ERP Commodities	Number of unique ERP commodities.	Displayed only on the **Data Quality — ERP Commodities** dashboard.
Parts	Number of unique parts.	Displayed only on the **Data Quality — Parts** dashboard.
Company Codes	Number of unique company codes.	Displayed only on the **Data Quality — Company Codes** dashboard.
Company Sites/Plants	Number of unique company sites/plants.	Displayed only on the **Data Quality — Company Sites/Plants** dashboard.
Payment Terms	Number of unique payment terms.	Displayed only on the **Data Quality — Payment Terms** dashboard.
Purchasing Organizations	Number of unique purchasing organizations.	Displayed only on the **Data Quality — Purchasing Organizations** dashboard.
Purchasing Groups	Number of unique purchasing groups.	Displayed only on the **Data Quality — Purchasing Groups** dashboard.
Cost Centers	Number of unique cost centers.	Displayed only on the **Data Quality — Cost Centers** dashboard.
Profit Centers	Number of unique profit centers.	Displayed only on the **Data Quality — Profit Centers** dashboard.

Detailed Reports

The **Detailed Report** table provides a tabular view of all relevant information from the data source used in a dashboard. The table displays all values based on the filters you selected for the dashboard. The **Detailed Report** tables of the respective dashboards has the following columns.

Dashboard	Columns
Data Quality — Overview	• **Document Type** • **Total Invoice Line Items**
Data Quality — Invoices	• **Invoice ID** • **Invoice Line Item ID** • **Document Type** • **Invoice Description** • **Purchase Order ID** • **Purchase Order Description** • **Purchase Order Line Item** • **Contract ID** • **Accounting Date** • **Spend** (Sorted highest to lowest)

Dashboard	Columns
Data Quality — Suppliers	• **Supplier ID** • **Supplier Name** • **Address** • **State** • **Country** • **Zip Code** • **Spend** (Sorted highest to lowest)
Data Quality — GL Accounts	• **GL Account ID** • **GL Account Description** • **Spend** (Sorted highest to lowest)
Data Quality — ERP Commodity	• **ERP Commodity ID** • **ERP Commodity Description** • **Spend** (Sorted highest to lowest)
Data Quality — Parts	• **Part ID** • **Part Description** • **Spend** (Sorted highest to lowest)
Data Quality — Company Codes	• **Company Code ID** • **Company Code Name** • **Spend** (Sorted highest to lowest)
Data Quality — Company Sites/Plants	• **Company Site/Plant ID** • **Company Site/Plant Name** • **Address** • **State** • **Zip Code** • **Spend** (Sorted highest to lowest)
Data Quality — Payment Terms	• **Payments Term** • **Invoices** • **Spend** (Sorted highest to lowest)
Data Quality — Purchasing Organizations	• **Purchasing Organization ID** • **Purchasing Organization Name** • **Spend** (Sorted highest to lowest)
Data Quality — Purchasing Groups	• **Purchasing Group ID** • **Purchasing Group Name** • **Spend** (Sorted highest to lowest)
Data Quality — Cost Centers	• **Cost Center ID** • **Cost Center Name** • **Spend** (Sorted highest to lowest)

Dashboard	Columns
Data Quality — Profit Centers	• **Profit Center ID** • **Profit Center Name** • **Spend** (Sorted highest to lowest)

> **Note**
>
> For optimal system performance, before selecting the **Data Quality — Invoices** dashboard, you must apply filters, for example, source system, company code, or plant/site to narrow down the scope of the report.

Implementation Details

General Prerequisites

You must have the following to use this feature:

- You must belong to one of the following SAP Spend Control Tower role collections:
  - Spend Control Tower Administrator
  - Spend Control Tower Business Analyst
  - Spend Control Tower Data Enrichment Manager
  - Spend Control Tower Data Manager
  - Spend Control Tower Delivery Lead
- Your site must be on either the U.S. or E.U. data center.

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBARE-157
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Ariba Strategic Sourcing and Supplier Management

Ability to Upload CSV File to Autofill Term Values for Material Quote Events in Product Sourcing

Business Details

This feature provides system administrators an interface to upload a CSV file that includes predefined term values. These values are used to autofill term values when a new material quote event is created in product sourcing.

Previously, the system prefilled term values in a material quote event only from matching terms in the most recently awarded event. As a result, users had to enter term values manually for every new material quote event.

Now, the system prefills term values from a CSV file uploaded by the system administrator. When a new material quote event is created, the system reuses term values based on the following values:

- **TermID**
- **TermName**
- **MaterialID**
- **SAPPlantID**
- **SAPSupplierID**

This feature is supported for Approved Manufacturer List (AML) suppliers only.

If a term value already exists from a previously created event, that value takes priority and is reused. In such cases, the default CSV value is not applied. A CSV file can contain up to 20 unique terms. Once uploaded, these term values cannot be deleted.

> **Note**
>
> The autofill capability is supported only for custom terms of type decimal, integer, text, and boolean.

Term Value Selection Priority

If the CSV file contains multiple entries for the same **TermID**, the system fetches term values based on the following combinations, in order of priority:

1. **MaterialID**, **SAPPlantID**, and **SAPSupplierID**
2. **MaterialID** and **SAPPlantID**
3. **MaterialID** and **SAPSupplierID**
4. **SAPPlantID** and **SAPSupplierID**
5. **SAPPlantID**
6. **SAPSupplierID**

For example, if there are the following entries for a single **TermID**, `1001`:

MaterialID	SAPPlantID	SAPSupplierID	TermValue
1000	1000	1000	A
	5000		E
		6000	F
	4000	4000	D
1000		3000	C
1000	2000		B

The order of **TermValue** being fetched would be A > B > C > D > E > F.

Implementation Details

General Prerequisites

- Your site must have the Strategic Sourcing Suite enabled. If not, ensure that SAP Ariba Sourcing is enabled and the Direct Materials Sourcing (DMS) add-on is activated.
- Ensure that the `ENABLE_GLOBAL_PRICING` parameter is disabled.
- Ensure that the `ENABLE_AUTOFILL_TERMS_MASTER_DATA` parameter is enabled.
- You must be a member of one of the groups:
  - **Customer Administrator** group (access to this group must be approved by SAP Ariba)
  - **Material Administrator**

Configuration

A new section, **Autofill Term Values**, has been added under **ADMINISTRATION** > **Product Sourcing Manager**. System administrators can upload the CSV file that contains the term values to autofill from this page.

Business End User Tasks

Uploading CSV File to Autofill Term Values

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-1641
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Add Plants to Material Line Items in Hybrid Mode

Business Details

This feature allows you to associate a plant with material line items (not associated with any BOMs) in hybrid mode within product sourcing. This improves the creation of Purchase Info Records (PIRs) by automatically collecting prices for material line items in product sourcing.

Hybrid mode combines BOM-based and materials-only sourcing, allowing users to plan and source products using either complete BOMs or individual materials from material master. To create a PIR, your administrator must first associate a plant with a stand-alone material line item before importing it into product sourcing. Once imported, you can initiate guided sourcing events to collect quotes, view pricing information, and generate a PIR as a follow-on document.

Changes to the User Interface

You can now view plant details for material line items in PIR documents created in hybrid mode.

Implementation Details

General Prerequisites

- Your site must have the Strategic Sourcing Suite enabled. If not, ensure that SAP Ariba Sourcing is enabled and the Direct Materials Sourcing (DMS) add-on is activated.
- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- Your site must be integrated with an external system for material data. For more information, refer to SAP Ariba Product Sourcing Guide.
- Ensure that the site parameter ENABLE_MM_PLANT_PINNING_WITH_BOM is enabled.
- Ensure that your administrator has defined contract manufacturer IDs (Contract MFR IDs) and mapped them to SAP plant IDs in a CSV file. For more information, refer Importing Contract Manufacturer IDs
- Ensure that your administrator has associated line items in product sourcing with corresponding plant IDs. For more information, refer Importing Plant Assignments [page 483]

Business End User Tasks

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement

Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PSOURCE-1468
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Block Access to Classic Sourcing for Project or Event Creation

Business Details

This feature blocks product sourcing users from creating sourcing projects and requests in the classic SAP Ariba Sourcing interface. To create sourcing projects or events, users can use the guided sourcing interface, which streamlines the process and helps users complete more projects with less effort.

Previously, product sourcing users were redirected to the classic SAP Ariba Sourcing interface to create sourcing project or events, even when SAP Ariba Sourcing restricted access to the classic interface and allowed to use only the guided sourcing interface. Now, product sourcing follows the same blocking behavior as SAP Ariba Sourcing.

Product sourcing users are blocked from accessing the classic interface when the Application.AQS.RFX.BlockClassicSourcingCreation parameter is enabled in SAP Ariba Sourcing.

Changes to the User Interface

If the Application.AQS.RFX.BlockClassicSourcingCreation parameter is enabled in guided gourcing the **Material quote** and **BOM Quote** screens no longer provide the **Sourcing Project** option.

> **Note**
>
> If the Application.AQS.RFX.BlockClassicSourcingCreation parameter is disabled, ensure that the following site parameters are enabled so that you are redirected to guided sourcing to create a sourcing project or request:
>
> - TOGGLE.ENABLE_MATERIALQUOTE_REDIRECT_TO_MINERVA
> - TOGGLE.ENABLE_BOMQUOTE_REDIRECT_TO_MINERVA

Implementation Details

General Prerequisites

- Your site must have the Strategic Sourcing Suite enabled. If not, ensure that SAP Ariba Sourcing is enabled and the Direct Materials Sourcing (DMS) add-on is activated.
- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- The Application.AQS.RFX.BlockClassicSourcingCreation parameter must have been enabled in SAP Ariba Sourcing.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PSOURCE-1452
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Make Counteroffers in Guided Sourcing Events

Business Details

This feature enables buyers to propose counteroffers to suppliers during a new round of a sourcing event. A counteroffer is a special type of negotiation round in multi-round bidding, giving buyers an additional way to secure competitive pricing from suppliers.

Previously, buyers could not propose a take-it-or-leave-it offer to suppliers.

With this enhancement, buyers can do the following:

- Set a specific price as a counteroffer in a new round.
- Share the counteroffer with selected suppliers.

Supplier can respond to the counter offer in the following manner:

- If suppliers accept, the counteroffer price is recorded as their submitted quote for that line item. Buyers can then either proceed to awarding or start another negotiation round.
- If there is no response from suppliers, their previously submitted quote remains valid and continues in the event.

Supported events:

Counteroffers are available only in the following events:

- RFP events

- Multi-round events
- Standard capacity events
- Events where email and Excel file-based bidding are disabled

Counteroffer Types:

Buyers can propose two types of counteroffers during a sourcing event:

- A final counteroffer lets buyers set a fixed price for non-excluded items. This can apply either to all eligible suppliers, items, or to specific supplier–item combinations. Suppliers can choose to accept the counteroffer or take no action, but they cannot enter or update their own prices in that round.
- A limit price counteroffer lets buyers define a maximum (ceiling) price for non-excluded items. This limit can apply to all suppliers, items, or to specific supplier–item combinations. Suppliers may still submit their own quotes, but those quotes cannot exceed the set maximum.

Common Capabilities:

Both counteroffer types include the following capabilities:

- Exclude suppliers, items, or specific supplier–item combinations from the new round Excluded suppliers cannot accept counteroffers for items and remain in **Pending Selection** stage.

  > **Note**
  >
  > Buyers cannot select or exclude any general content for a counteroffer round.

- Apply the counteroffer at the item level or for supplier–item combinations.
- If a supplier accepts the counteroffer, the system generates a new quote with the buyer's proposed price. For non-selected items, previous values remain valid.

Relationship to Multi-Round Bidding:

Counteroffer rounds are part of multi-round bidding. In multi-round bidding, buyers can exclude suppliers or items from participation. However, counteroffers cannot be made for any suppliers or items that have been excluded.

Feature	Description
Multi-round Bidding	Users can exclude specific suppliers and items. Excluded suppliers or items cannot be included in that round.
Counteroffer Round	You can exclude suppliers, or whole items or specific supplier-item combinations from the round.

Changes to the User Interface

Buyer UI Changes:

- A new rule **Enable counteroffer round** is available under **Bidding Rules** in template configuration. This rule activates counteroffer rounds for buyers. By default, templates and events created prior to this feature will have this rule set to **No**.
- When creating a new round, if the counteroffer round is enabled, buyers can now do the following:
  - Select **Counteroffer Round** as the round type.
  - Choose a counteroffer type (**Final Counteroffer** or **Limit Price Counteroffer**) from the **Counteroffer Type** dropdown.
  - A new toggle, **Individual Supplier-Item Counteroffers** that allows buyers to provide different counteroffers for different suppliers. If buyers disable it, counteroffers can only be set at the item level.

- Provide counteroffer values by clicking **Set Counteroffer**. A popup appears where buyers can enter and save values.
- Exclude a supplier-item combination by clicking the more icon (•••) in the line items row for each supplier and selecting **Exclude Item**. Buyers can also exclude whole items or suppliers from counteroffers.

- Both the publication of a counteroffer round and a supplier's acceptance of a counteroffer are audit-logged.
- If a supplier has accepted a counteroffer, a label below their name indicates acceptance.

Supplier UI Changes:

When suppliers respond to a counteroffer, they can see the following UI changes:

- The **Submit Response** screen now displays the counteroffer type alongside the round number.
- In the **Items that need quotes** section, the following updates are seen:
  - A new **Counteroffer** column shows the buyer's offered value.
  - A new tickbox appears next to each counteroffer price, allowing suppliers to explicitly accept at the item level. A global tickbox in the table header enables accepting all counteroffers at once.
- A new **Accept Counteroffer** button is available to confirm acceptance of the buyer's offer. If a supplier does not respond to counteroffers for an item, their previously existing quote remains valid.
- During a counteroffer round, price input options are disabled, hidden, or removed. This includes updating totals, reloading the last bid, saving drafts, Excel import, and similar actions.
- Supplier invitations and notifications for counteroffer rounds now indicate the counteroffer type along with the round number.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- You must be the event owner or have project owner capabilities for the event.
- The following event rules must be configured:
  - Enable **Enable multi-round bidding**
  - Disable **Allow participants to submits bids by email**

  For more information, see Configuring Event Templates for Guided Sourcing in the *Setting up guided sourcing* guide.

Business End User Tasks

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite

Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SSINDUSTRY-517
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SS-RS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

AI Copilot Joule in SAP Ariba Contracts

Business Details

Joule, SAP's generative AI copilot, is now available in SAP Ariba Contracts. Joule uses a conversational interface to help users complete tasks efficiently. It leverages generative and other AI technologies to understand natural language requests, identify intent, perform actions, and provide insights. Using generative AI, it can execute tasks, deliver tailored responses, and summarize information effectively.

Joule can assist you with your product-related questions by finding answers in the product documentation published on the SAP Help Portal. Along with the answers, it provides direct links to the relevant source documents,

allowing you to explore the details further. You can also perform tasks such as viewing the details of a document or approving a document from within the Joule interface. For the list of tasks that you can perform using Joule, refer to the topic Joule Capabilities in SAP Ariba Contracts.

> **Note**
>
> To access Joule within SAP Ariba Contracts, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Changes to the User Interface

The Joule icon ( ) is now available in the top right of the shell bar. Clicking the icon brings up the Joule panel, where you can ask your questions.

Implementation Details

General Prerequisites

Joule must be integrated with SAP Ariba Contracts. See Integrating Joule with SAP Ariba Solutions [page 238].

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	AI
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511

Valid as Of	2025-11-14
Reference Number	SCONTR-1279
Sub Process (Modular Business Process)	Not Applicable
Application Component	CA-JOULE BNS-ARI-SC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Supplier Eligibility Validation in Contract Workspaces

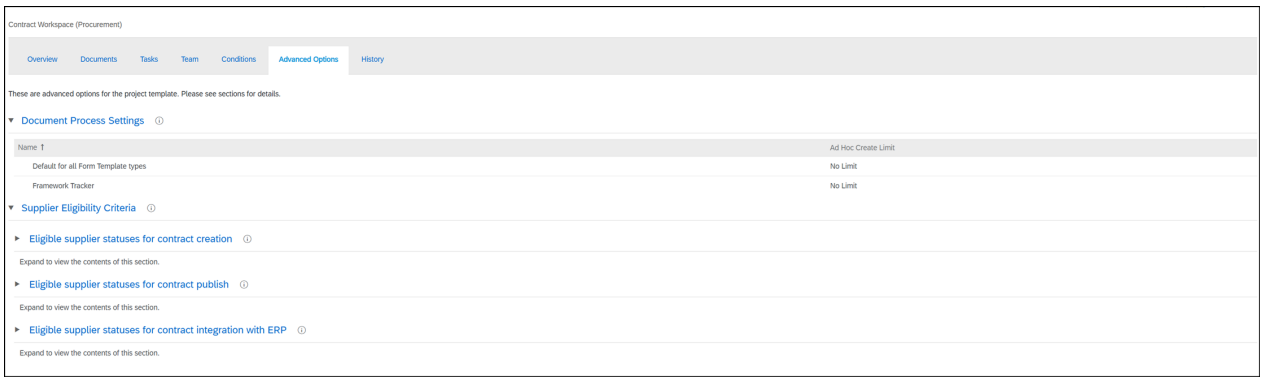
Business Details

This feature enables buyers to set supplier eligibility criteria using supplier registration and qualification statuses from SAP Ariba Supplier Lifecycle and Performance. It ensures that only suppliers who meet the specified eligibility criteria are included in a contract. These criteria can be validated during various stages, such as during contract creation, publication, or when transferring contract data and line items to integrated external systems like SAP ERP.

The supplier qualification status is maintained in SAP Ariba Supplier Lifecycle and Performance for a specific region and commodity combinations. Buyers can use this data to ensure that the supplier that they choose to include in a contract for a given commodity and region meets the specified eligibility criteria as defined in the project template.

Changes to the User Interface

A new section, **Supplier Eligibility Criteria**, is added to the contract workspace project templates. Administrators can set the supplier eligibility criteria in a template by navigating to **Advanced Options** > **Supplier Eligibility Criteria**.



Implementation Details

General Prerequisites

Your solution package must include SAP Ariba Supplier Lifecycle and Performance.

Authorizations

You must be a member of the global **Template Creator** group or the template project's **Templates Creator** team to create and edit templates.

Configuration

Configuring Supplier Eligibility Critera in Contract Workspace Project Templates.

Business End User Tasks

Depending on the supplier eligibility criteria in the contract workspace project template, you can validate supplier eligibility by performing one of the following tasks:

- Create a contract workspace. For more information, see Creating Contract Projects.
- Publish a contract workspace. For more information, see Publishing Contract Workspaces.
- Send contract data and line items in a contract workspace to an integrated external system. For more information, see Sending Contract Data and Line Items to an SAP ERP or to SAP S/4HANA Cloud Public Edition.

Effects on Existing Data

Existing data remains unaffected because applying supplier eligibility criteria requires creating a new version of the template.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Lifecycle and Performance
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SCONTR-1445
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC BNS-ARI-SLP
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Supplier Eligibility Criteria

Ability to Add, Update, Remove URLs in Guided Sourcing Full Projects

Business Details

With this feature, project owners can add, update, and delete URLs in the **Events and other documents** section of a guided sourcing full project.

The option to add URLs is added under **Create** > **Document** in the **Events and other documents** section in guided sourcing full projects. As with any other project document, you can perform the following actions to the URL:

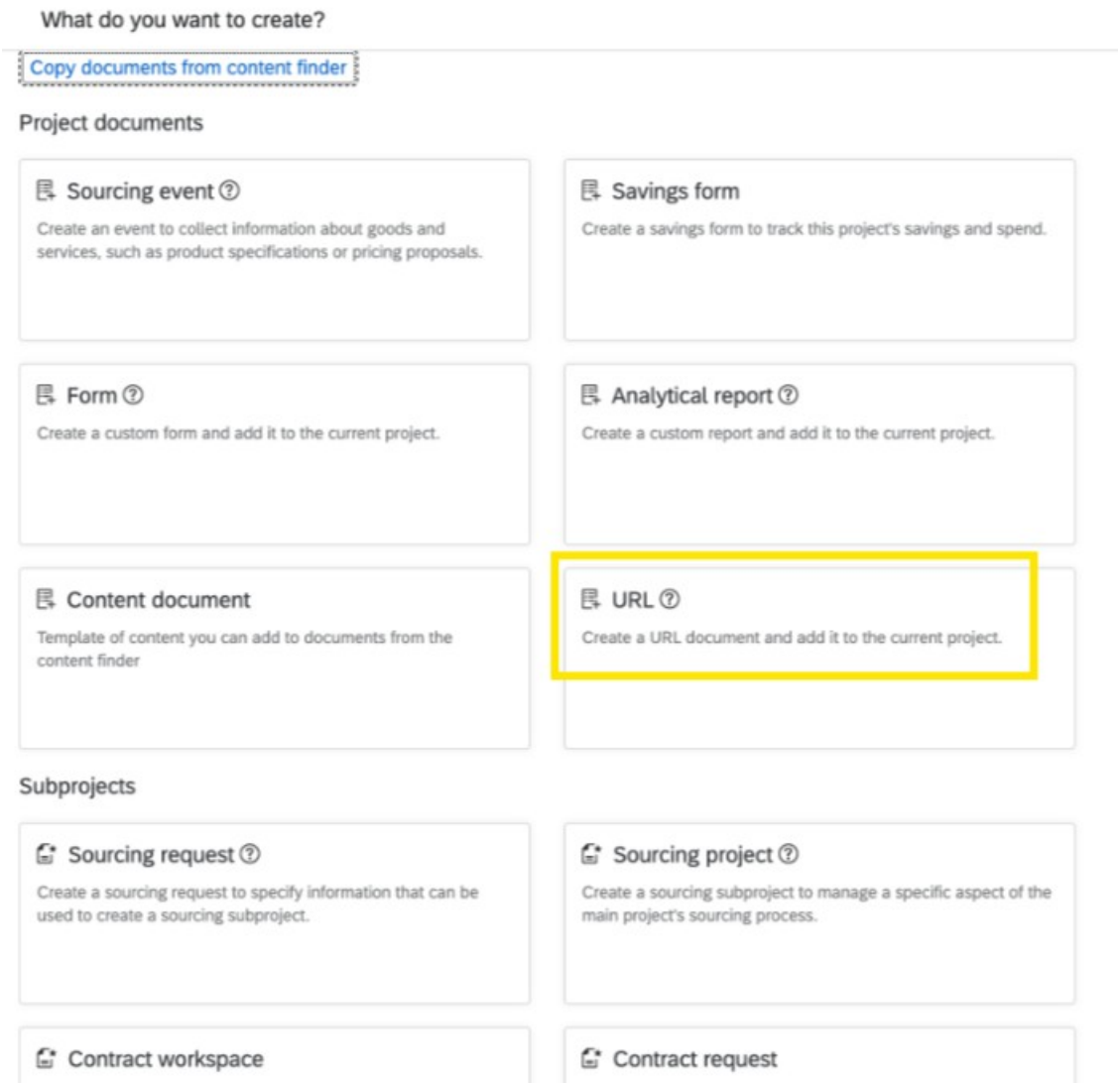
- View details
- Publish
- Lock
- Add to quick links

- Create tasks
- Edit document
- Delete document

Earlier, there was no option to create URLs in events and documents. Now, you can add URLs to give reference to external content within the sourcing project.

Changes to the User Interface

The **URL** option is added under **Project documents** under **Create** > **Document** in the **Events and other documents** section.



Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- You must be a project owner.

Business End User Tasks

Adding URLs to a Guided Sourcing Full Project

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2542
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Additional Contract Workspace Types in Guided Sourcing Full Projects

Business Details

This feature adds additional contract workspace document type options to guided sourcing full projects.

Currently, in the **Events and other documents** section of guided souring full projects, you can create a **Contract workspace** document as only the **Procurement** type. This feature adds the following additional **Contract workspace** document types:

- **Sales**
- **Internal**

Implementation Details

General Prerequisites

Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Extensibility
Functional Localization	No localization
Capability	Not applicable
Component	Not applicable
Environment	Not applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2595
Sub Process (Modular Business Process)	Not applicable
Application Component	BNS-ARI-SSS
Area	Not applicable
Link to Demo	Not applicable
Solution Capability	Not applicable
User Type	Buyer

Exclude Reverted Savings Allocations in Analytical Reports in Guided Sourcing

Business Details

This feature ensures that when draft savings allocations are reverted to the published state, the draft allocations are discarded. Consequently, only active (non-reverted) allocations are included in analytical reports generated from savings forms in guided sourcing full projects.

Previously, analytical reports generated from savings forms in guided sourcing full projects included all savings allocations, including those reverted from drafts. With this feature, these reports now only include active (non-reverted) savings allocations.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- A member of the **Customer Administrator** group must enable the Intelligent Configuration Manager (ICM) parameter `Application.AQS.UpdateRevertedSavingsAllocationsInReport`.

Configuration

Enable removal of reverted savings allocations from analytics tables

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2559
Sub Process (Modular Business Process)	BNS-ARI-SSS
Application Component	BNS-ARI-SSS

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Export All Rows from Content Tables in Guided Sourcing Events

Business Details

This feature enables buyer users to export the complete set of rows from content tables within guided sourcing events.

Buyers can export data, analyze bid information, and modify it as needed. Additionally, comments from suppliers regarding item terms and questions can also be exported.

In multi-currency events, if users choose to view items in the bidding currency, the exported report will be shown in the supplier bidding currency. In the exported Excel file, money terms are displayed with amounts that include the corresponding currency symbol, such as "$".

In multi-round events, you can download bid details only from the final round. The download icon (⭳) now includes an **Export all rows** option, accessible only when the final round is selected. To obtain the final round details, select the final round from the **Rounds summary** panel or apply the **Show final bid** filter.

Changes to the User Interface

- The **Export all rows** option is added to the download icon (⭳) for the following event pages in guided sourcing:
  - The **Monitor** page: In the **Items that needs quotes** and the **Questions, requirements, and attachments** tables
  - The **Award** page: In the **Award allocation** and **Questions, requirements, and attachments** tables

> **Note**
>
> You can export the item term value and the supplier value. However, you cannot export values such as total percentage of scoring rating and the rank information.

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2590
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Import and Export Event Content in XLSX Format in Sourcing

Business Details

This feature enables buyers to import and export event content in SAP Ariba Sourcing in the XLSX format.

Previously, event content could only be exported and imported in the XLS format. With this feature, both XLS and XLSX formats are supported. While XLSX is set as the default export format, you can still opt for XLS based on your preference.

Supported Scenarios for XLSX Format

The following scenarios now support importing and exporting event content in the XLSX format:

Classic SAP Ariba Sourcing	Guided Sourcing
Standard Excel • Supplier sheet • Participant-specific • Items, event participants • Questions • Conditions • Table sections, lots, items, sections, and requirements	Standard Excel • Supplier sheet • Participant-specific • Items, event participants • Questions • Conditions • Table sections, lots, items, sections, and requirements
Simplified Excel	Simplified Excel
Smart Excel	Smart Excel
Custom Offline Bidding	Custom Offline Bidding
Reports: • Bids report • Bids summary report • Item rank report • Bid change report • Full bid data report • Bid history report • Bid comparison report • Scenarios report • Questions and terms report • Grader comments report • Participant rules report • Team member rules report • Advanced pricing condition report	Reports: • Event summary report • Full bid data report • Supplier response report • Scenario report • Bid summary report • Event summary report • Items rank report • Participant rules report • Team member rules report • Advanced pricing condition report
Scoring and Grading: • Consensus grading • Grade as team member • View score card	Scoring and Grading: • Consensus grading • Grade as team member • View score card

Classic SAP Ariba Sourcing	Guided Sourcing
• Export all rows and current page from the **Bonus/ Penalty** page in the monitor stage.	
Bonus-Penalty • Download original content from the draft page • Export all rows and current page from the **Bonus/ Penalty** page in the monitor stage. • Consensus for bonus/penalty	Bonus-penalty
Award scenarios: • Optimization scenario • Manual scenario • Price acceptance scenario • Export all rows and current page from the **Award Scenarios** page. • Export scenario to Excel	Award scenarios: • Optimization scenario: Import and export • Export manual scenario • Price acceptance scenario • Bid analysis export scenario • Import manual scenario • Export notes
Event message board	Event message board: • Download all attachments • Export spreadsheets • Import and export individual attachments
Lookup table	Lookup table
Large capacity event	Large capacity event
Quick project template	Quick project template
Full project template	Full project template
Bid analysis	Bid analysis
Bid comparison	Bid comparison
Supplier bid pages	Supplier bid pages
Project message board	Project message board
Savings form	Savings form
Content document	Content document
Project history	Project history
Invite suppliers page	-
Email bidding	Email bidding, Excel bidding
Post bid term override	-

Unsupported Scenarios for XLSX Format

The following scenarios do not support importing and exporting event content in the XLSX format:

- Direct import and export in the **Administration** tab
- Package Analytical Report in the Sourcing **Home** page
- Sourcing Web services

- Scheduled Email report

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- A member of the **Customer Administrator** group must set the following Intelligent Configuration Manager (ICM) parameters to **Yes**:
  - `Application.AQS.useXLSXFormatForExcelExportAndImport`
    For more information, refer to Export and import sourcing Excel reports in XLSX format.
  - `Application.AQS.useXLSXFormatForExcelReports`
    For more information, refer to Export sourcing Excel reports in XLSX format.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14

Reference Number	SOURCE-2596
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Communication Support in SAP Business Network Discovery Postings for Sourcing Events

Business Details

This feature enables communication between buyers and suppliers in SAP Business Network Discovery postings for sourcing events. Buyers can directly respond to supplier-initiated questions, send messages to suppliers, and receive responses within the event posting.

Changes to the User Interface

On the **Find new suppliers** page, the following user interface enhancements are introduced:

- **Posting Responses** tab: This is the only tab visible on the **Find new suppliers** page during the creation stage and contains questions initiated by suppliers from both public and private sector events. Once a posting for a private-sector event is responded to, a new column, **Message Center**, appears for the particular supplier who responded.
- **Header**: Once a posting is created, this section now includes the following new read-only fields: **Posting ID**, **Sourcing ID**, **Start Date**, **Response Deadline**, and **Sector**
- **Questions and Answers** tab: This tab becomes available only after a posting is created, allowing suppliers to initiate questions before responding to the posting. The count of unanswered questions is displayed and decreases as buyers provide answers. By default, supplier-initiated questions are private. However, buyers can choose to make these questions and answers public, enabling all suppliers to view them. To change the visibility of questions and answers:
  - Enable the **Public** toggle to make the question and answer thread public, allowing everyone to see the entire communication.
  - Enable the **Private** toggle to restrict access, making the question and answer thread private and viewable only by corresponding suppliers.

> **Note**
>
> If a question and answer thread is made public, suppliers cannot ask questions privately.

- **Messages** tab: Click the right arrow icon (›) in the **Message Center** column of the **Posting Responses** tab to open this tab. It is available only for private-sector events, where only buyers can initiate messages. The count of unresponded messages is displayed and decreases as suppliers respond. Messages remain private at all times.

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- Your site must be integrated with SAP Business Network Discovery.
- To use this feature in the guided sourcing user interface:
  - The parameter **Block classic sourcing creation** (`Application.AQS.RFX.BlockClassicSourcingCreation`) must be enabled for your site. If you are a new customer, the parameter **Block classic sourcing creation** (`Application.AQS.RFX.BlockClassicSourcingCreation`) is enabled by default during site deployment to make sure that new customers use only guided sourcing for event creation. If you are an existing customer and you want to create events using guided sourcing instead of classic SAP Ariba Sourcing, you need to submit a service request to SAP Ariba Support to enable this parameter.
  - The feature **SRC-1401** and the parameter `Application.AQS.RFX.EnablePublicSector` must be enabled for your site. Contact SAP Ariba Support to enable the feature and the parameter.
- To use this feature in the classic SAP Ariba Sourcing user interface:
  - A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
  - The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

    > **Note**
    >
    > - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.
    > - If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2640
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Automatic Initial Offer Submissions in Guided Sourcing

Business Details

This feature adds the ability to copy participants and bids from a past event to a new event and use the past bids as initial bid submissions in the new event.

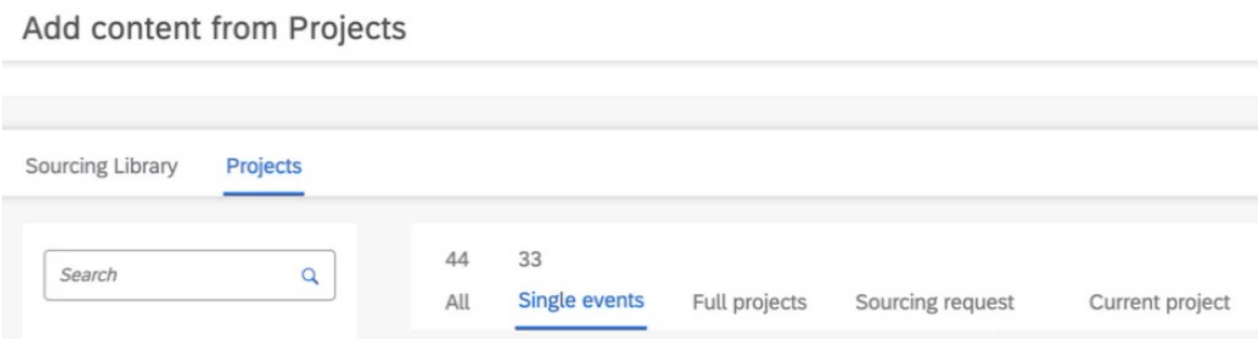
Previously in guided sourcing, buyer users needed to use a multi-round event to reuse bids as initial bids for subsequent rounds. Users couldn't copy bids from a past single event to a new single event. Now, buyer users can copy participants and items with their associated bids from past single events and reuse the bids as initial bids in a new single event.

> **Note**
>
> Some options require additional selections to function properly. If you select **Submit participant responses as participant-specific initial bids**, then **Copy participant responses as participant-specific initial values** and **Copy participant invitations for content being copied** are auto-selected to facilitate your choice. Likewise, if you select **Copy participant responses as participant-specific initial values**, then **Copy participant invitations for content being copied** is auto-selected. You can deselect any of the auto-selected options if you don't want them copied.

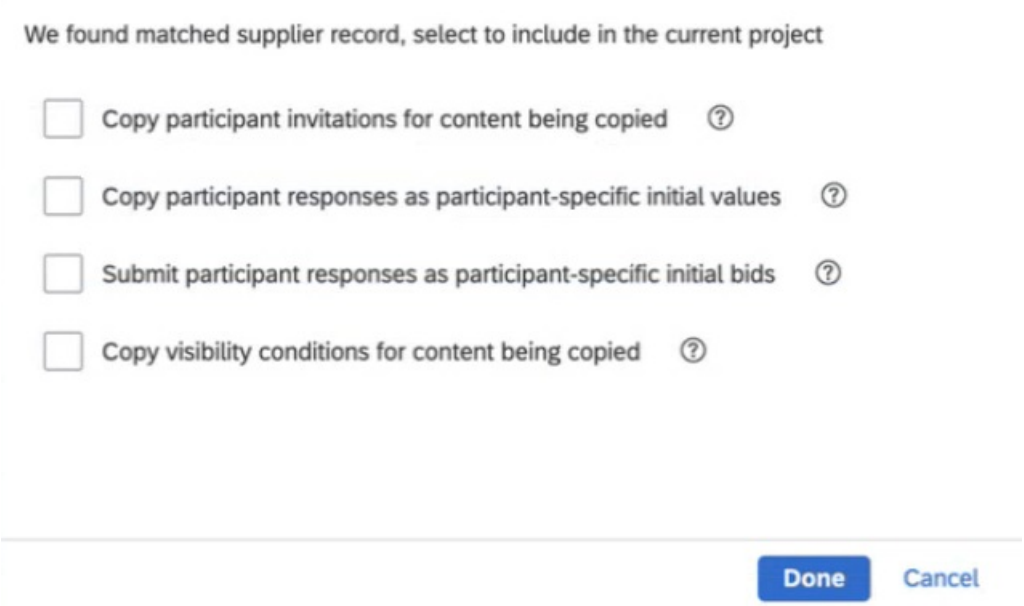
For the buyer, this feature ensures that supplier bids remain unchanged between events, without the need for a multi-round event. This also gives suppliers the option to not login and interface with the event unless they want to modify their bid, which saves time for the supplier.

Examples of the User Interface

The **Add content from Projects** page (**Add** > **Items from finder** option in the **Items that needs quotes** section) now offers single events to choose from.



When selecting items to copy from a previous single event, the resulting popup window has multiple options for copying, including the option to automatically submit responses as initial bids.



Implementation Details

General Prerequisites

Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2647
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Access Controls for Task Comments

Business Details

This feature adds access controls for task comments in guided sourcing full projects.

You can now specify which user groups can access task comments in a guided sourcing full project. Only users with the specified access permissions, or the **Project Owner**, can see an access controlled comment. **Project Owners** can view all task comments. Access controls are chosen below the comment. Comments that do not use access controls are visible to all project members.

Changes to the User Interface

Task detail pages now include **Access control** options below the the comment field. Click the button on the right side of the **Access control** field to choose options.

Implementation Details

General Prerequisites

Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2716
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Generate Executive Summary in Guided Sourcing Using Generative AI

Business Details

This feature enables buyer users to generate executive summary in guided sourcing utilizing generative AI capabilities.

The summary is generated using the following data from the sourcing event: **ID**, **Title**, **Description**, **Type**, **Base Language**, **Currency**, **Owner**, **Display Version**, **Contract Months**, **Contract Effective Date**, **Contract Expiration Date**, **Baseline Spend**, **Target Saving Percentage**, **Create Date**, **Last Modified**, **Origin**, **Template**, and **Supplier Bids**.

The summary is generated in the event's base language, not the user's locale. It is created at the event level, so all users can see the same summary. If a user chooses to regenerate the summary, it is based on the data visible to that user, not the overall event data.

Changes to the User Interface

A new button, **Generate Summary**, is added to the guided sourcing event page. Clicking this button opens the **Executive Summary** popup window, offering the following UI elements:

- Event summary with last generated date and staleness of the summary
- The **Copy Text** button: Use this button to copy the AI-generated executive summary
- The **Feedback to regenerate the executive summary** box: This box functions as an AI prompt. Enter your feedback to receive an improved summary from the AI assistant. Please keep your feedback within a 180-character limit.
- The **Regenerate** button: Click this button to regenerate the summary. The functionality works both with and without user feedback.
- The **Download** button: Click this button to download the AI-generated executive summary
- The **Cancel** button: Click this button to cancel any operation and close the popup window.

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- The guided sourcing event must be in the **Pending Selection**, **Completed**, or **Closed** state.
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.Minerva.EventSummaryUsingAI.Enabled` in the **Intelligent Configuration Manager** workspace. For more information, refer to Allow users to generate executive summary in guided sourcing.
- A member of the **Customer Administrator** group must enter credentials from the BTP SAP AI Core service key details for the following Intelligent Configuration Manager (ICM) parameters:
  - `Application.AQS.Minerva.EventSummaryUsingAI.ClientId`
  - `Application.AQS.Minerva.EventSummaryUsingAI.ClientSecret`

- `Application.AQS.Minerva.EventSummaryUsingAI.AuthURL`
- `Application.AQS.Minerva.EventSummaryUsingAI.ClientAPIURL`

- To use this feature after the trial period, you must have completed an SAP AI Core instance setup. For more information, refer to SAP AI Core Instance Setup.

Configuration

- Allow users to generate executive summary in guided sourcing
- SAP AI Core client ID
- SAP AI Core client secret
- SAP AI Core instance authentication URL
- SAP AI Core client API URL
- SAP AI Core Instance Setup

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Contact SAP
Category	AI
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2670
Sub Process (Modular Business Process)	Not Applicable

Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

View Predecessor Projects in Analytical Reports in Guided Sourcing

Business Details

This feature enables you to view predecessor project details in analytical reports for sourcing requests, events, and full projects in guided sourcing.

Previously, predecessor project details were not included in analytical reports for sourcing requests, events, and full projects in guided sourcing. With this feature, you can now add the **Predecessor Project** column on the **Pivot Layout** page of the report wizard when creating an analytical report. Once added, these details will appear in the **Predecessor Project** column in reports. However, data from projects originally created using the classic SAP Ariba Sourcing interface will appear in the **Based on Project** column instead of the new **Predecessor Project** column.

Changes to the User Interface

On the **Pivot Layout** page of the analytical report wizard, a new field, **Predecessor Project**, is added for sourcing requests, events, and full projects in guided sourcing.

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.

Configuration

The following new data load tasks are introduced:

- **ASM.SourcingRequestPredecessorLoad**
- **ASM.SourcingProjectPredecessorLoad**
- **ASM.RfxDocumentPredecessorLoad**
- **ASM.QuickProjectPredecessorLoad**
- **ASM.ProjectPredecessorLoad**

To load historical data, contact SAP Ariba Support to run these data load tasks.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2694
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

New Transactional Use Cases for Approvals and Navigational Use Cases for AI Copilot Joule in SAP Ariba Supplier Lifecycle and Performance

Business Details

This feature adds navigational use cases for viewing supplier data and performing common supplier management activities, and transactional use cases for approvals, in SAP Ariba Supplier Lifecycle and Performance with AI copilot Joule. Users can get assistance from Joule for viewing supplier profiles, creating supplier request and modular questionnaire projects, finding out approval status for projects where they're an approver, and finding the projects that are pending their approval.

Implementation Details

General Prerequisites

- Joule integration with SAP Ariba Supplier Lifecycle and Performance must be enabled. For details, see Joule Capabilities in Supplier Management [page 237].
- To navigate to supplier profiles from Joule, including **Open in App** navigation, users in your SAP Ariba site must be members of the **Joule Supplier Profile User** group.
- Users must have the appropriate permissions and project team roles for the specific use cases.
- For navigation to supplier management project pages, the features and projects associated with the specific use cases must be set up in your site.

Business End User Tasks

This feature adds the following capabilities in Joule for supplier management:

Use Case Type	Use Case	Description	Example
Transactional	Tasks still pending approval	Displays a list of tasks pending approval by the current user, with options for approving or denying the tasks in Joule. Results include matching tasks in all project types. There's currently no way to filter the list by project type. Tasks in some supplier management projects also support a **Request Additional Info** option. You must navigate to the task details	`Show me tasks pending approval`

Use Case Type	Use Case	Description	Example
		page if you want to use this option rather than approving or denying the task.	
Transactional	Check approval status	Displays the approval status and currently active approvers of the specified task. You must include the task's ID in the question	`Check approval status for task TSK1234567`
Navigational	View a supplier's profile	Displays the matching supplier or suppliers. Choose **Open in App** to view the supplier's profile. To find suppliers by ID, you must include the supplier's SM vendor ID in the question.	`Show me the profile for supplier 12345678` `Show me the profile for supplier ABC`
Navigational	Create a supplier request	Displays a **Create supplier request in app** quick link that opens the supplier request form or questionnaire configured for your site, if you have permission to create supplier requests. The link opens either the standard supplier request or the Dun & Bradstreet-integrated supplier request, depending on which one your organization uses.	`Take me to the page for creating a supplier request`
Navigational	Send modular questionnaires to suppliers	Displays a **Send modular questionnaires in app** quick link that opens the first page in the workflow for inviting suppliers to standalone modular questionnaires, if you have permission to create modular questionnaire projects.	`Take me to the page for creating a modular questionnaire`

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance
Line of Business	Sourcing and Procurement
Action	Information

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	AI
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SLP-2288
Sub Process (Modular Business Process)	Not Applicable
Application Component	CA-JOULE or BNS-ARI-SLP Use CA-JOULE for cases related to general Joule behavior or functionality.
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Dun & Bradstreet Integration with SAP Ariba Supplier Lifecycle and Performance

Ability to Exclude System Generated Versions during ERP sync Internal and External Registrations

Business Details

This feature ensures a new questionnaire version is only created if ERP sync changes the vendor mapped questions of the current active version, preventing unnecessary versions and maintaining clarity in version tracking in registration questionnaire only.

> **Note**
>
> This feature is applicable only to supplier registration.

Implementation Details

Changes to the User Interface

This feature adds the following new parameter in **SM Administration** > **Configuration Parameters**:

Parameter Category	Parameter Name	Default Setting	Description
Questionnaires Integration	**Application.SM.QuestionnaireVersionOnERPSync**	**No**	When enabled, this parameter specifies that ERP synchronization only creates a new questionnaire version if the sync includes an update to at least one mapped question in the currently active version of the questionnaire. Otherwise, ERP synchronizations can create new questionnaire versions even when no data in the currently active version of the questionnaire is updated.

General Prerequisites

- An administrator must enable the parameter **Application.SM.QuestionnaireVersionOnERPSync** in **SM Administration** > **Configuration Parameters**.
- For SAP Ariba Supplier Information and Performance Management, this feature requires the "new architecture."

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Information and Performance Management
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	Not Applicable
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SLP-2310
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SLP
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

New User Research Panel Link in the User Feedback Survey

Business Details

When users complete the feedback survey, they now see a new user research panel link on the thank you page. The link allows users to sign up for the SAP User Research Panel, where they can engage with SAP and provide product feedback.

Changes to the User Interface

After a user submits a completed feedback survey, the thank you page now includes a **SAP User Research Panel** link. Choosing the link opens a sign-up form for the panel.

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SLP-2333
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SLP-UI
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

User Experience Feedback Surveys for Supplier Management

New Country/Region Risk Provider

Business Details

A new default country/region risk provider, Moody's Analytics, is available to include up to date country/region risk information in your risk exposure.

Including the country/region risk as a contributing factor to risk exposure for suppliers allows organizations to make more informed business decisions. The country/region risk exposure is displayed on the SAP Ariba Supplier Risk dashboard and in the supplier 360° profile.

Currently, SAP Ariba Supplier Risk uses country risk score data from the World Economic Forum (WEF) as the default source of information. With this enhancement, Moody's Analytics becomes the default source of country risk score data.

Moody's Analytics Country/Region Risk Index compares investment risk across 191 countries, provides a single country risk score, is updated quarterly, and aggregates threats along six risk dimensions:

- Macroeconomic risk
- Business risk
- Financial risk
- Social risk
- Political risk
- Security risk

Changes to the User Interface

- On the SAP Ariba Supplier Risk dashboard, the **Country/Region score (WEF)** column in the **Your Suppliers** section is now changed to **Country/Region score (Moody's)**.
- On the supplier profile page, the **Risk Exposure** tab on the **Risk** menu displays Moody's risk categories.
- Any other text or link that references the World Economic Forum (WEF) is now replaced with **Moody's**.

Changes to Administrator Interface

- **Supplier risk administration** > **Configure risk exposure** > **Data sources** > **Country/Region risk**. If you choose **Country/Region risk**, **import** and **Moody's** options appear.

Implementation Details

General Prerequisites

Administrator must enable **Country/Region risk** as a data source to calculate risk exposure.

Configuration

Choose **Moody's** as the option in **Supplier risk administration** > **Configure risk exposure** > **Data sources** > > **Country/Region risk**.

Changes to Existing Functionality

Moody's Analytics measures risk threshold from safer to riskier based on a score from 0-100 with a risk weighting of **Low**, **Medium**, and **High**.

When configuring risk exposure in the field configurations for **Country/Region risk score**, the default risk weighting is set at **Low** while the risk range **Less than** and **Greater than** are set at 40 and 60. A country region risk score of less than 40 indicates a low risk while a score greater than 60 would indicate a high risk.

> **Note**
>
> The risk threshold and the risk range values are default values based on the data provider and cannot be changed.

Technical Details

Product	SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SRISK-1833
Sub Process (Modular Business Process)	Not Applicable

Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Risk Exposure Configuration Interface

AI Copilot Joule in SAP Ariba Supplier Risk

Business Details

Joule, SAP's generative AI copilot, is now available in SAP Ariba Supplier Risk. Joule uses a conversational interface to help users complete tasks efficiently. It leverages generative and other AI technologies to understand natural language requests, identify intent, perform actions, and provide insights. Using generative AI, it can execute tasks, deliver tailored responses, and summarize information effectively.

Joule can assist you with your product-related questions by finding answers in the product documentation published on the SAP Help Portal. Along with the answers, it provides direct links to the relevant source documents, allowing you to explore the details further. You can also perform tasks such as viewing the details of a document or approving a document from within the Joule interface. For the list of tasks that you can perform using Joule, refer to the topic Joule Capabilities in SAP Ariba Supplier Risk [page 79].

Changes to the User Interface

The Joule icon ( ) is now available in the top right of the shell bar. Clicking the icon brings up the Joule panel, where you can ask your questions.

Implementation Details

General Prerequisites

- Joule must be integrated with SAP Ariba Supplier Risk. For details, see Integrating Joule with SAP Ariba Solutions [page 238].
- An administrator must enable the configurable field **Last Status Change Date** in vendor data export. For more information about enabling this field, refer to Use of the Supplier Data API with Pagination vendorDataRequests Endpoint.

- Users must have the appropriate permissions and project team roles for the specific use cases.
- The features and projects associated with the specific use cases must be set up in your site.

Technical Details

Product	SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	AI
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SRISK-1848
Sub Process (Modular Business Process)	Not Applicable
Application Component	CA-JOULE or BNS-ARI-RSK Use CA-JOULE for cases related to general Joule behavior or functionality.
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Joule Capabilities in SAP Ariba Supplier Risk

SAP Ariba Supplier Risk is integrated with Joule, SAP's generative AI copilot.

Users in SAP Ariba Supplier Risk can ask Joule questions about your organization's suppliers and receive immediate and accurate answers through generative AI.

Prerequisite

Joule must be integrated with SAP Ariba Supplier Risk. For details, see Integrating Joule with SAP Ariba Solutions.

An administrator must enable the configurable field **Last Status Change Date** in vendor data export. For more information about enabling this field, refer to Use of the Supplier Data API with Pagination vendorDataRequests Endpoint.

Users must have the appropriate permissions and project team roles for the specific use cases.

The features and projects associated with the specific use cases must be set up in your site.

Capabilities

To access the Joule panel, users click the Joule icon ( ) at the top of the window.

The following capabilities are available in Joule for SAP Ariba Supplier Risk:

Use Case Type	Use Case	Description	Example
Transactional	See risk exposure details for a supplier	Displays the overall risk exposure and exposure by category for the specified supplier, including both numerical exposure and exposure level. You must include the supplier's ID in the question.	**`Show me the risk exposure for supplier S12434567`**
Navigational	Create an engagement request	Opens the initial step of the engagement request creation workflow if you are a user who has permission to create engagement requests.	**`Open the create engagement request page`**
Navigational	Open engagement details	Opens the details page for the specified engagement project, if you are a user who has permission to view the engagement. You must include the engagement's ID,	**`Open engagement details for engagement WS12345`**

Use Case Type	Use Case	Description	Example
		which is sometimes called a workspace ID.	
Navigational	See risk information in a supplier's profile	Opens the **Risk** detail are of the specified supplier's profile. You must include the supplier's ID in the question.	`Open the risk profile for supplier S1234567`
Navigational	Create a finding	Opens the initial findings creation page, if **Finding and Event Collaboration** is enabled in your site and you are a user who has permission to create a finding.	`Open the create findings page`

Enhancements to the Create Posting User Interface for Sourcing Events

Business Details

This feature introduces improvements to the user interface on the **Create posting** page for sourcing events integrated with SAP Business Network Discovery. Supplier certificates on the **Create posting** page are organized into distinct groups, enhancing usability and searchability, and ensuring a more streamlined and organized user interface.

> ⓘ Note
>
> This feature is not available to all customers with the 2511 release of SAP Ariba. A phased rollout is planned for this feature, which is expected to be enabled for all customers by December 12th.

Buyer users can select certificates from various categories and include them when creating postings. However, while editing postings, the certificates cannot be removed or changed.

Changes to the User Interface

In the **Choose your supplier preferences** section, the following changes have been implemented:

- The **Supplier certification preference** field is added that includes the  icon. This icon opens a popup window where users can select certificates.
- The **Sustainability Initiatives** checkbox is removed.

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- Your site must be integrated with SAP Business Network Discovery.
- To use this feature in the guided sourcing user interface:
  - The parameter **Block classic sourcing creation** (`Application.AQS.RFX.BlockClassicSourcingCreation`) must be enabled for your site. If you are a new customer, the parameter **Block classic sourcing creation** (`Application.AQS.RFX.BlockClassicSourcingCreation`) is enabled by default during site deployment to make sure that new customers use only guided sourcing for event creation. If you are an existing customer and you want to create events using guided sourcing instead of classic SAP Ariba Sourcing, you need to submit a service request to SAP Ariba Support to enable this parameter.
  - The feature **SRC-1401** and the parameter `Application.AQS.RFX.EnablePublicSector` must be enabled for your site. Contact SAP Ariba Support to enable the feature and the parameter.
- To use this feature in the classic SAP Ariba Sourcing user interface:
  - A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
  - The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

> **Note**
>
> - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.
> - If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SOURCE-2739
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Use of Spend Data for AI Recommendations in Category Segmentation

Business Details

This feature uses your organization's spend data to generate AI-based content recommendations in the **Category Segmentation** tool in SAP Ariba Category Management. By leveraging the additional spend attributes, the category segmentation tool provides segmentation results that more accurately reflects actual spending patterns, reducing manual effort and accelerating strategy development. The AI prompt now uses both the organization's total spend and category-level spend data to deliver faster, more accurate segmentation, while maintaining enterprise-wide security and data privacy.

> **Note**
>
> Some AI capabilities are included as part of SAP's Base AI entitlement at no additional cost. Premium AI capabilities require the purchase of AI units in addition to your SAP Ariba Category Management license. For details on feature availability and licensing, please see the AI feature catalog on the SAP Discovery Center.

Changes to the User Interface

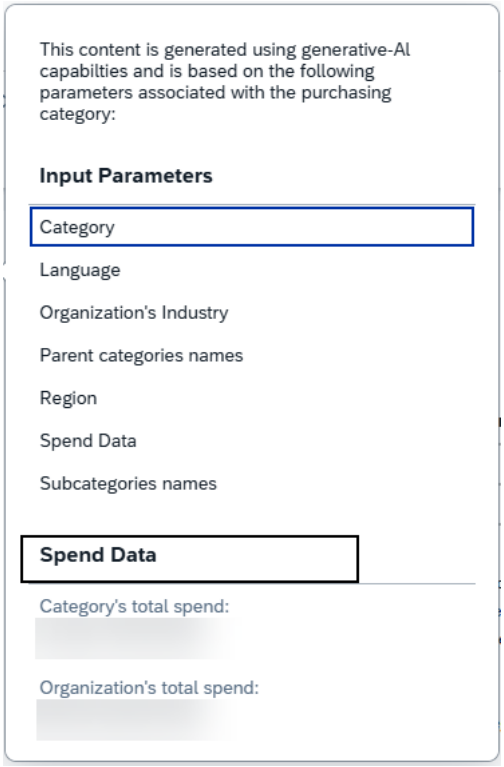
Develop Strategy and Plan app:

When you generate AI-based category segmentation recommendations, the **SAP Business AI** link now shows **Spend** as a new option, along with two new input parameters in the **Spend Data** section. The link shows the following new input parameters:

- **Category's total spend**
- **Organization's total spend**

> **Note**
>
> The spend based input parameters are displayed, only when the organization's total spend or category's total spend fields have a value.

The following image shows the input parameters:



Implementation Details

General Prerequisites

- A category management administrator must have enabled the use of artificial intelligence (AI) for SAP Ariba Category Management. For more information, see Enabling the SAP Business AI Service.
- A category management administrator must have enabled the generative AI feature for category segmentation in the **Manage Configuration** app. For more information, see Enabling the SAP Business AI Service.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-504
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Ability to Set Initiatives as Complete

Business Details

This feature allows you to manually mark active initiatives as complete for better organisation and visualization of your data. You can also filter completed initiatives across all relevant views to easily review and analyze progress.

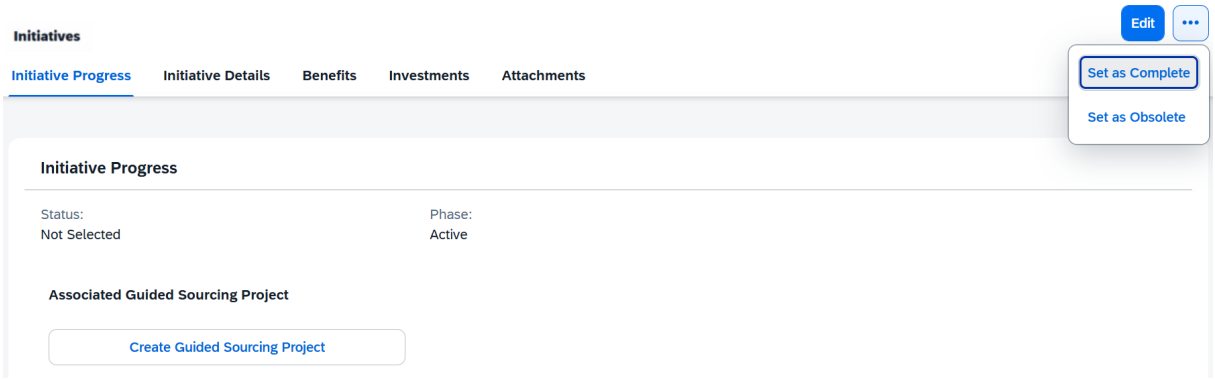
Restrictions:

- An active initiative can be marked as complete only by users that have access to make updates on the initiative.
- An initiative marked as complete is not editable.

Changes to the User Interface

Develop Strategy and Plan app:

- A new option, **Set as Complete**, is introduced in the right panel on the initiatives page. You can use this option to manually mark initiatives as complete.
  The following image shows the new option in the initiatives page:



- When an initiative is marked as complete, the initiative phase changes to **Completed**, the status field is cleared and set to **Not Selected** and the benefits from the initiative continue to roll up to related goals.
- Completed initiatives are included in the approval document and the PDF export.

Initiatives Overview app:

- You can now filter initiatives based on the **Completed** phase across all relevant views.
- Multiple phase selections are supported, allowing you to analyze initiatives across statuses such as Active, Completed, and Obsolete.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-499
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Advanced Search for Strategy and Plan Documents

Business Details

This feature allows you to search for strategy and plan documents using specific filter criteria such as cost structure components, value levers, initiatives, and goals. With these new search filters, category managers can quickly find and review relevant strategy and plan documents, improving decision-making and operational efficiency.

Changes to the User Interface

Develop Strategy and Plan app:

You can now use the **Category**, **Region**, **Business Unit**, **Owner**, and **Phase** default filters to search for strategy and plan documents across multiple categories. Additionally, you can now refine your search results further by selecting the following new filters:

- **Cost Structure Components**: Refine your results based on a parent component or a combination of parent and child cost components.
- **Value Levers**: Select multiple value levers to refine search results.
- **Primary Value Levers** and **Secondary Value Levers**, and **Owner**: Refine search results based on initiative related information.
- **Goal Types** and **KPIs**: Select multiple values to refine your search results based on goals related information.

You can now manually add specific filters using the **Adapt Filters** option in the search bar. Once you've added the filters, select your desired criteria and click **Go** to search for specific strategy and plan documents.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-515
Sub Process (Modular Business Process)	Not Applicable

Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Email and In-App Notifications for SAP Ariba Category Management

Business Details

This feature introduces configurable email and in-app notifications in SAP Ariba Category Management, enabling users to stay informed and act quickly on critical activities. Notifications can be triggered for key events such as being assigned as a team member for a category, designated as the owner of an initiative, or when a strategy and plan document needs to be refreshed based on a configured time interval. These automated notifications help ensure that users are promptly alerted to relevant updates and required actions. Additionally, as part of this feature, approval-related emails have been enhanced to include direct links, allowing approvers to quickly access their assigned documents in **My Inbox** and submitters to directly open the approved or rejected strategy and plan in **Develop Strategy and Plan**. By enabling and managing notifications effectively, teams can drive greater alignment, accountability, and efficiency in executing category strategies.

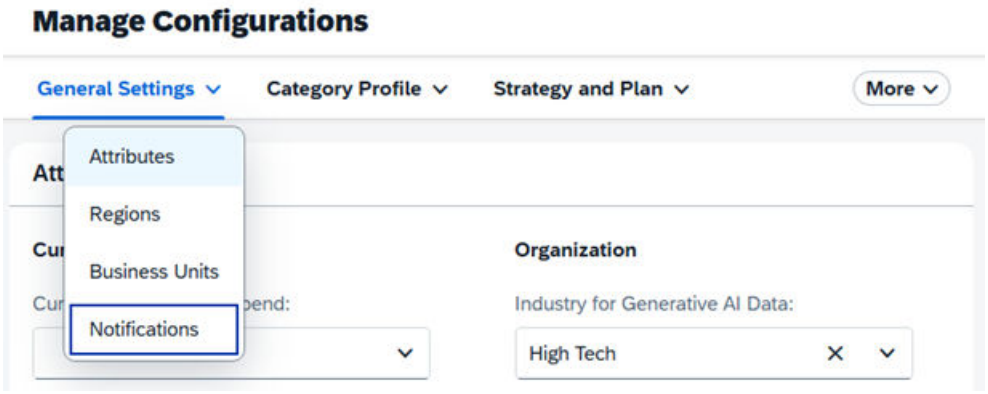
Additional Details:

- Notification behavior is centrally managed by category management administrators, who can enable or disable specific notifications for the entire tenant using the **Manage Configurations** app.
  Once users begin receiving notifications, they can manage their personal notification preferences via the **Settings** section of their user profile. Note that notification types will only appear in the settings panel after the user has received at least one notification of that type.
- Email notifications include an appropriate button that allows users to navigate directly to the relevant page within the SAP Ariba Category Management user interface for quick action.
- Approval-related email notifications include direct links that allow users to navigate directly to the relevant page within the SAP Ariba Category Management user interface for quick action.
- The content of the email notifications is translated based on the language configured in SAP Cloud Identity Services. If no language is set in SAP Cloud Identity Services, email notifications default to English.

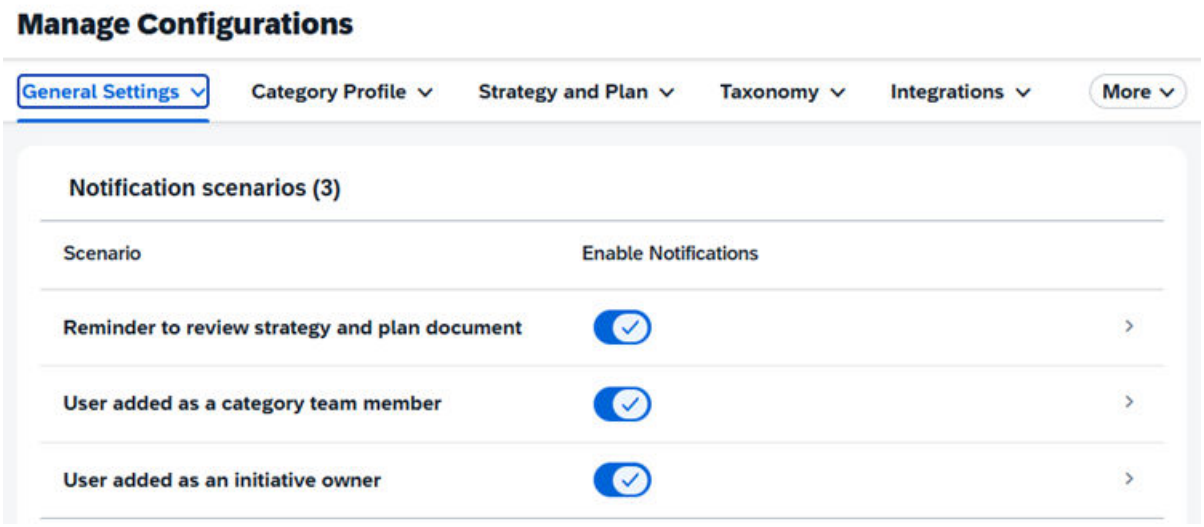
Examples of the User Interface

Manage Configurations app:

- A new **Notifications** option is now available under the **General Settings** dropdown menu.

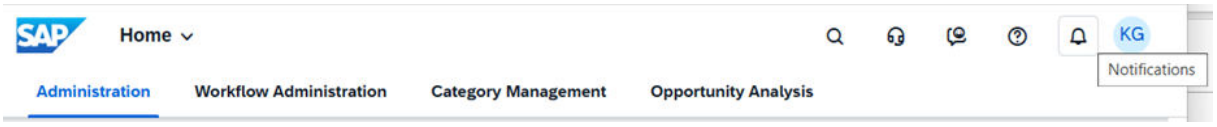


- The **Notifications** page provides toggles for three notification scenarios, which you can enable based on your organization requirements.



SAP Ariba Category Management Launchpad:

- A new **Notifications** option is displayed under the **Settings** section of your user profile. Note that this option will only appear after the user has received at least one notification. This allows you, as a category management user, to adjust your email or in-app notifications preferences for various scenarios.
- A new notifications icon ( ) is now available on the launchpad to indicate notifications. When a notification is received, the icon displays an alert. Click the icon to view your notifications, and select any listed item to navigate to the corresponding page and take the necessary action.



Implementation Details

General Prerequisites

- You must be a category management administrator to configure email and in-app notifications via the **Manage Configurations** app.

- You must be a category management user to set up email and in-app notification preferences for your user account via the **Settings** section of your user profile.

Business End User Tasks

- As a category management administrator, you can configure notification settings on the **Manage Configurations** app. For more information, see Notifications [page 91].
- As a category management user, you can manage your notification preferences for your account through the **Settings** section of your user profile. For more information, see Email and In-App Notifications [page 92].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	CATMAN-118
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Notifications

Email and in-app notifications help ensure users are promptly alerted when tasks are assigned to them, enabling timely action and improved collaboration.

As a category management administrator, you can configure these notifications for specific scenarios by enabling the relevant toggles in **Manage Configurations** > **General Settings** > **Notifications**. The **Notifications** page allows you to enable toggles for various notification scenarios. Once the relevant toggles are enabled, users receive email and in-app alerts for these scenarios, helping them stay on top of key tasks and maintain better coordination across teams.

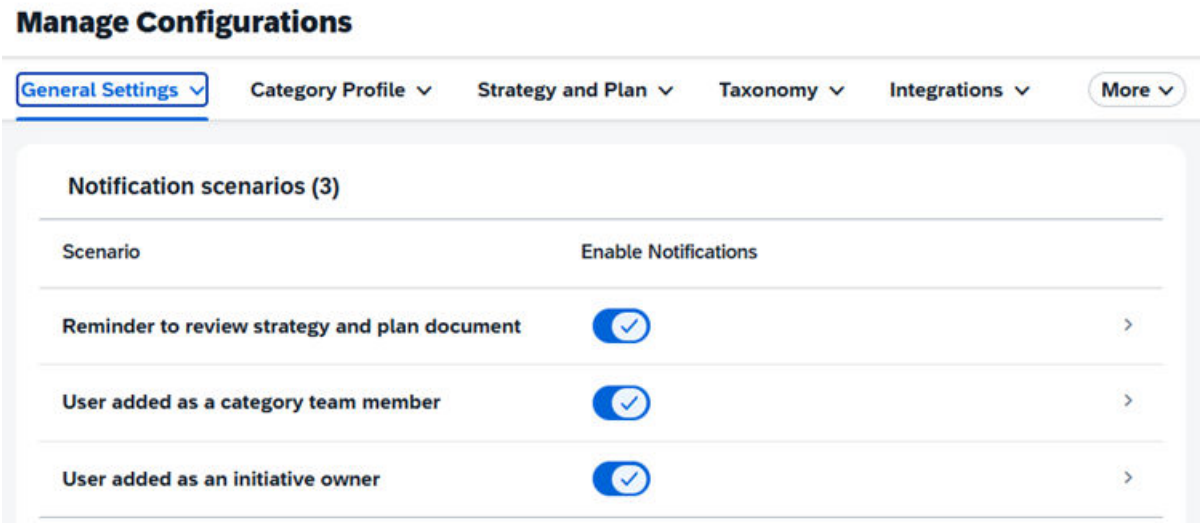
You can enable notifications for the following scenarios:

- **User added as a category team member**: Sends email and in-app notifications to users when they are added as team members for a category. This ensures users are aware of their role and responsibilities.
- **User added as an initiative owner**: Notifies users when they are assigned as the owner of an initiative, allowing them to take timely ownership and begin planning.

  > **Note**
  >
  > The notification is only sent if the new initiative owner is different from the user who made the change.

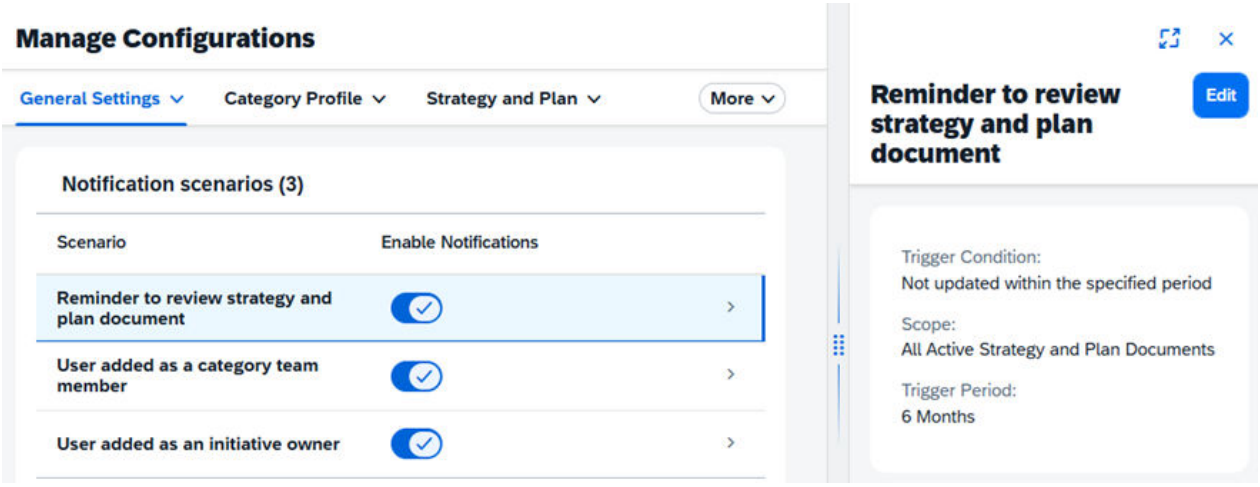
- **Reminder to review strategy and plan document**: Sends a notification to the document creator when the strategy and plan document has not been updated within a configured time interval. You can define this interval based on your business requirements.

Below is an example of the **Notifications** configuration page:



You can view the trigger condition and scope defined for each notification scenario. In the case of the **Reminder to review strategy and plan document** notification, you can also configure the trigger interval, which determines the time period after which the notification is sent to the user.

The below image shows the trigger period field that you can edit:

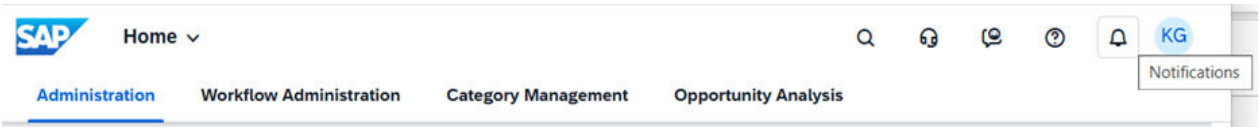


Email and In-App Notifications

Email and in-app notifications help ensure that you are promptly informed when tasks are assigned to you, enabling timely action and improving collaboration.

The availability of notifications is managed centrally by your category management administrator, who determines which notifications are enabled for your organization. Once enabled, you'll automatically begin receiving email and in-app alerts through the **Notifications** icon ( ) on the SAP Ariba Category Management launchpad for the relevant scenarios.

The following image shows the Notifications icon on the launchpad:



You can receive notifications for various events across the category management process, such as when you're added as a team member, assigned as an initiative owner, or when a strategy and plan document has not been updated within a configured time interval.

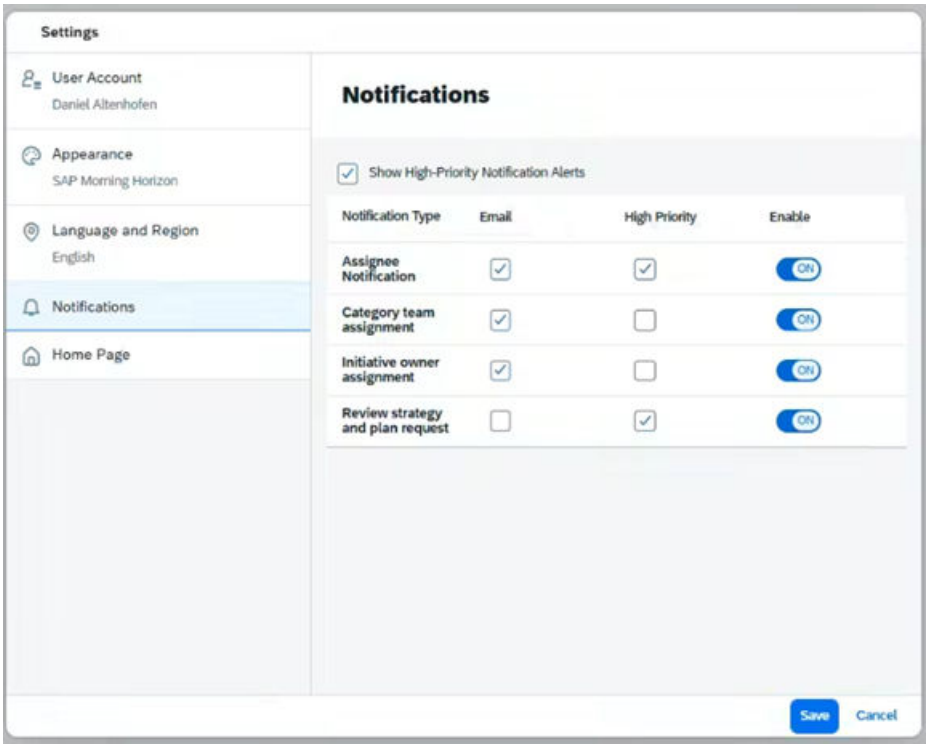
Manage Personal Notification Preferences

As a category management user, you can manage your personal notification preferences by enabling the relevant toggles under the **Settings** > **Notifications** section of your user profile. For each notification type, you can choose to receive email notifications and enable priority alerts by selecting the respective checkboxes.

> **Note**
>
> Notification types appear in the **Notifications** section of your profile only after you have received at least one notification of that type, based on your administrator's configuration. If you haven't received any notifications yet, no options will be displayed.

Once enabled, you'll receive notifications informing you of the task or action that requires your attention. You can find these notifications under the icon on the SAP Ariba Category Management launchpad.

Below is an example of the **Notifications** dialog box:



Additional Notes

- Notification behavior is centrally managed by category management administrators, who can enable or disable specific notifications for the entire tenant using the **Manage Configurations** app.
  Once users begin receiving notifications, they can manage their personal notification preferences via the **Settings** section of their user profile. Note that notification types will only appear in the settings panel after the user has received at least one notification of that type.
- Email notifications include an appropriate button that allows users to navigate directly to the relevant page within the SAP Ariba Category Management user interface for quick action.
- Approval-related email notifications include direct links that allow users to navigate directly to the relevant page within the SAP Ariba Category Management user interface for quick action.
- The content of the email notifications is translated based on the language configured in SAP Cloud Identity Services. If no language is set in SAP Cloud Identity Services, email notifications default to English.

Enhancements to the Develop Strategy and Plan Page

Business Details

This feature adds filtering capabilities to the **Develop Strategy and Plan** page, enabling users to customize their view for greater efficiency. It also includes an **Adapt Filters** button, allowing users to choose which filters are displayed, ensuring only the most relevant criteria appear. Together, these enhancements help category managers quickly access and manage strategy and plan documents, streamlining workflows and boosting productivity.

Additional Details

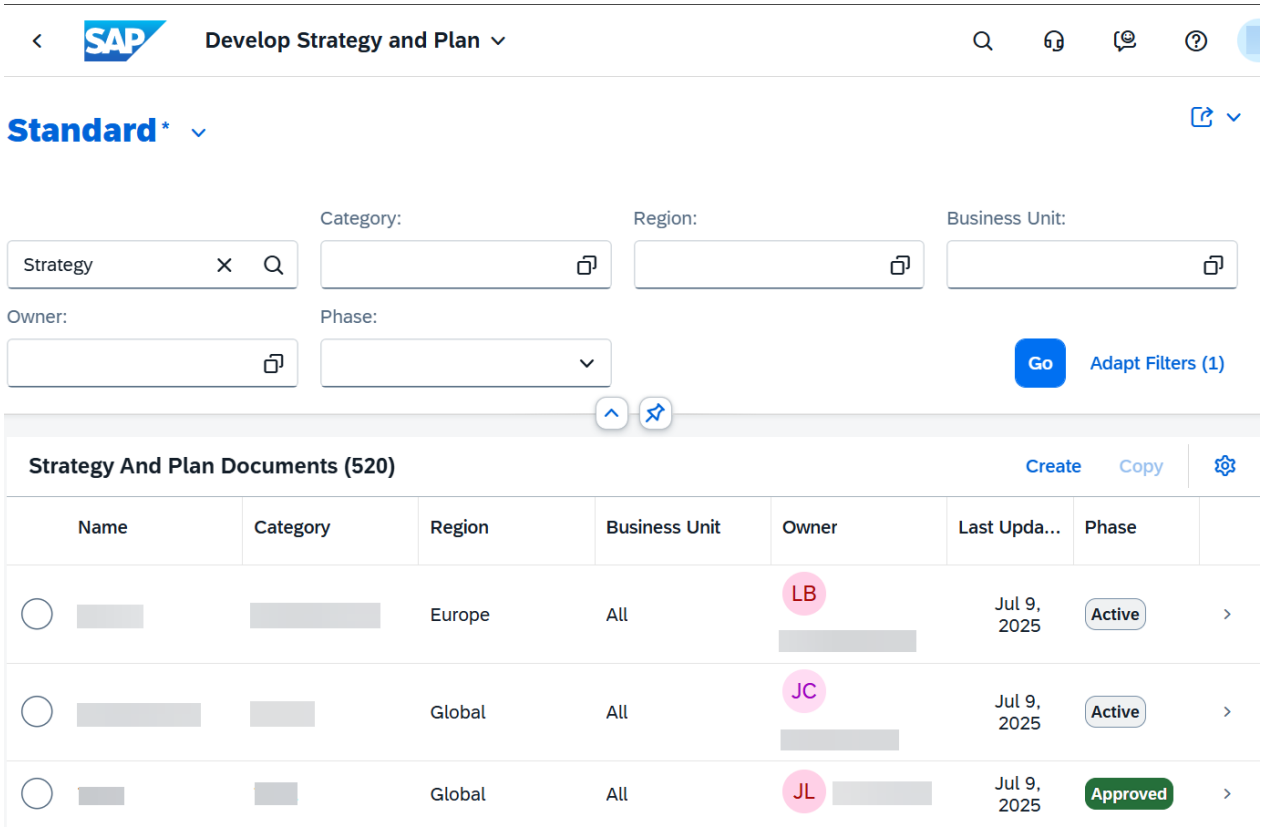
Previously, the **Develop Strategy and Plan** page offered only a category filter. Now, it includes additional filters, making it easier to refine results and start new strategy and plan documents directly from the page.

Changes to the User Interface

Develop and Strategy Plan app:

- In addition to the **Category** filter, the following new filters are now available on the **Develop Strategy and Plan** page:
  - **Region**
  - **Business Unit**
  - **Owner**
  - **Phase**
- A new button, **Adapt Filters** is now available on the page that allows you to choose the filters to display.
- A new icon (⚙) is now available for the **Strategy and Plan Documents** table. Use this icon to add or remove columns within the table as necessary.
- You now have the **Search** field that allows you to search for strategy and plan documents.

Here is an example of the **Develop Strategy and Plan** page with the new filters:



Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-334
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enhancements to the Operational Reporting API of SAP Ariba Category Management

Business Details

This feature allows you to retrieve the following operational data as part of the strategy and plan document by using the operational reporting API for SAP Ariba Category Management:

- Business units associated with the strategy and plan documents
- Regions selected as Global that are also associated with the strategy and plan documents

Implementation Details

General Prerequisites

To use the endpoints of the operational reporting API, you must first generate an access token. For more information, see API Guide for SAP Ariba Category Management.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement

Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-555
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Add Collaborators to a Strategy and Plan Document

Business Details

This feature allows you to add team members maintained in the **Manage Category Profile** app as collaborators to a category strategy and plan document. Collaborators can create and manage the initiatives they own, promoting effective and collaborative strategy development. They can only edit the initiatives they've created, ensuring clear ownership and accountability. The category strategy and plan owner or lead category manager can assign one or more collaborators to support coordinated execution and contribute to the overall strategy. Additionally, the **Assignee** field is replaced with a new **Owner** field in all the applicable pages, including the initiatives page.

Additional Details

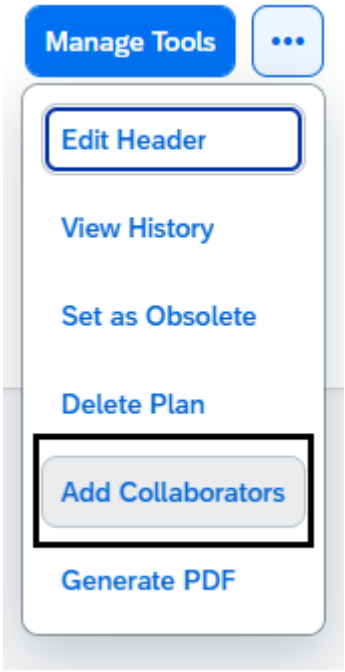
- If collaborators aren't available in the team members list, you must add them to the **Team Members** tool in the **Manage Category Profile** app.
- If you're the lead category manager, the strategy and plan owner, or the current initiative owner, you can assign a collaborator as the new initiative owner. This allows the newly assigned owner to manage and edit the initiative.
- As collaborators, you can perform the following actions within the strategy and plan document:
  - Create new initiatives.
  - Edit initiatives that you own.
  - Mark initiatives as complete or obsolete.
  - Create associated sourcing projects from an active initiative.

> **Note**
>
> - Only a strategy and plan owner or a lead category manager can add one or more collaborators to a strategy and plan document.
> - Initiatives can be edited by the strategy and plan owner, lead category manager, and the initiative owner.
> - Collaborators can only work within the initiatives tool and all other strategy and plan tools are ready-only.
> - Once a team member is added as a collaborator, the strategy and plan owner or the lead category manager can't delete the team member from the **Team Members** tool.

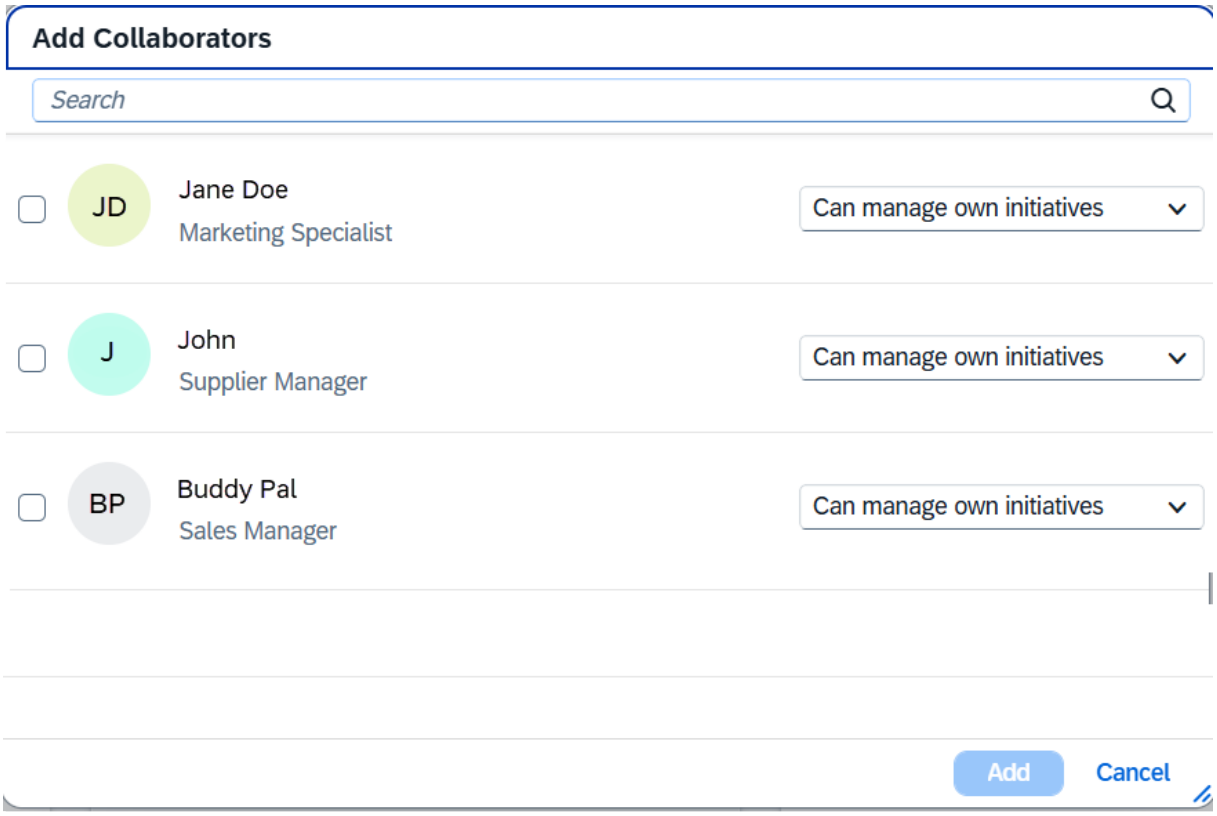
Changes to the User Interface

Develop Strategy and Plan app:

- A new **Add Collaborators** option is now available from the overflow icon (•••) in the strategy and plan document header. You can use this option to search and select the team members, assign the **Can manage own initiatives** permission, and add them as collaborators to a strategy and plan document. To add more collaborators, you can use the + icon next to the collaborators avatar in the strategy and plan header to open the **Add Collaborators** dialog box and select the team members. Additionally, you can remove existing collaborators by opening the **Manage Collaborators** dialog box, which you can access by clicking the collaborators avatar in the strategy and plan header.
  The following image shows the new **Add Collaborators** option in the strategy and plan header:



The following image shows the new **Add Collaborators** dialog box:



- The existing **Assignee** field is replaced with the new **Owner** field across all the applicable pages including the initiatives page. When an initiative is created, this field automatically displays the user who created it.
- The new **Owner** field is now included in the PDF export and the Operational Reporting API.

Manage Category Profile app:

The **Add Team Members** dialog box now displays a new informational field, showing **Collaborate on strategy and plan documents** as the default permission for all team members. This allows every team member to be added as a collaborator on strategy and plan documents.

Implementation Details

General Prerequisites

- You must be a strategy and plan owner or a lead category manager to add one or more collaborators to a strategy and plan document.
- You must have added users as **Team Members** tool in the **Manage Category Profile** app. These team members can be added as collaborators to the strategy and plan document.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-31
Sub Process (Modular Business Process)	Not Applicable

Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Use the External Factors Analysis Tool in Category Management

Business Details

This feature allows you to use the **External Factors Analysis** tool to model variations of the PESTLE framework within the strategy and plan document of SAP Ariba Category Management. **External Factors Analysis**, based on the PESTLE framework, is a widely used strategic method for analyzing key external influences and macro environmental factors that may impact a category. By leveraging this tool, category managers can better understand how external dynamics could affect their strategy and sourcing decisions, enabling them to identify risks and opportunities early and make more informed, proactive planning choices aligned with broader business objectives.

Additional Details:

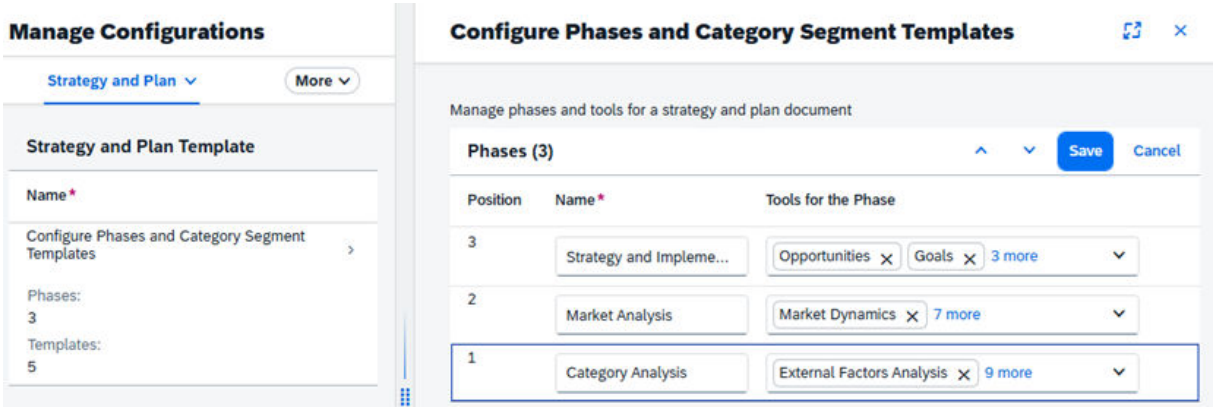
The external factors, key factor types, and the **External Factors Analysis** tool must be configured by the category management administrator for use in category management. For more information, see External Factors [page 107].

Once the tool is configured by the category management administrator, category managers can use it within their strategy and plan documents to record the key factors that influence their category management strategies and decisions. For more information, see External Factors Analysis [page 110].

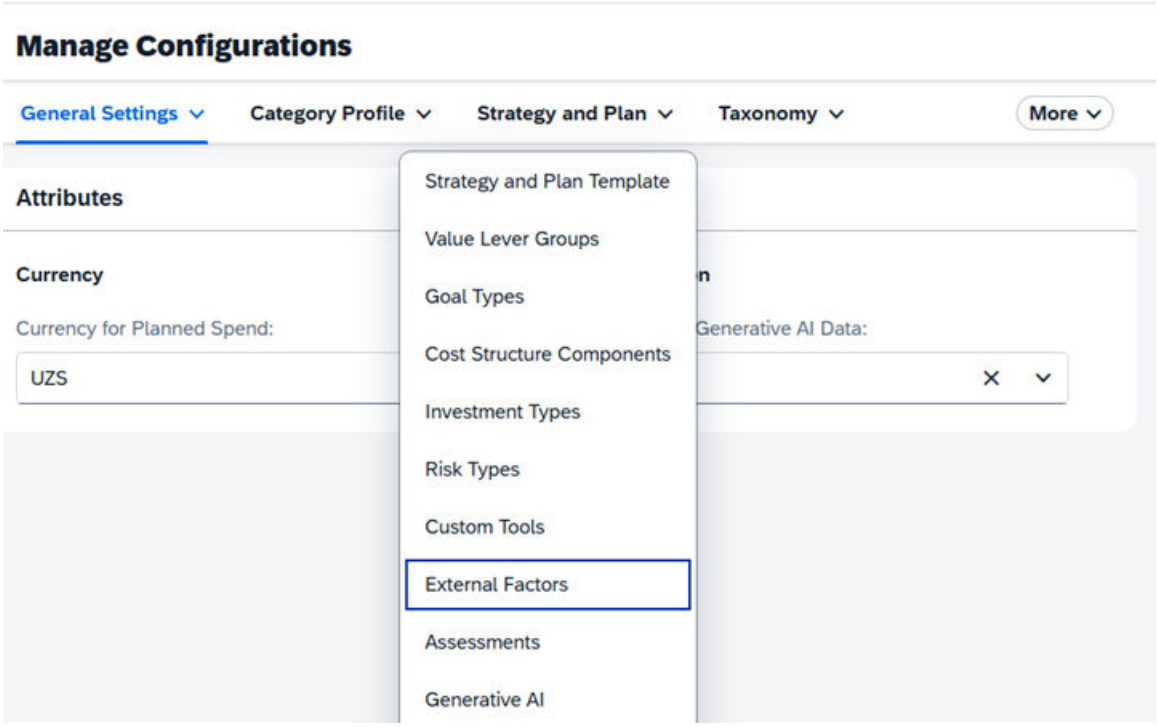
Examples of the User Interface

Manage Configurations app:

- The **External Factors Analysis** tool is now available in the **Phases** section of the **Strategy and Plan** > **Strategy and Plan Template** page. To enable category managers to use this tool as part of their strategy and plan document, you must include it within a designated phase.

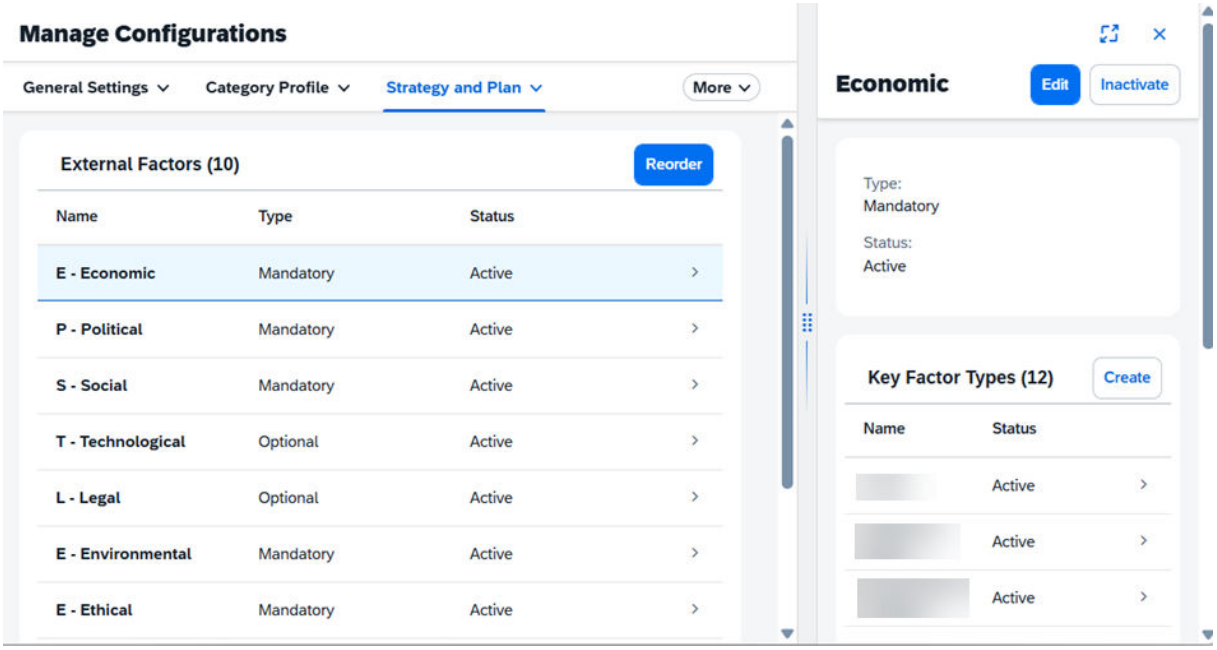


- A new option, **External Factors**, in now available under the **Strategy and Plan** dropdown menu. Use this option to configure external factors and key factor types.

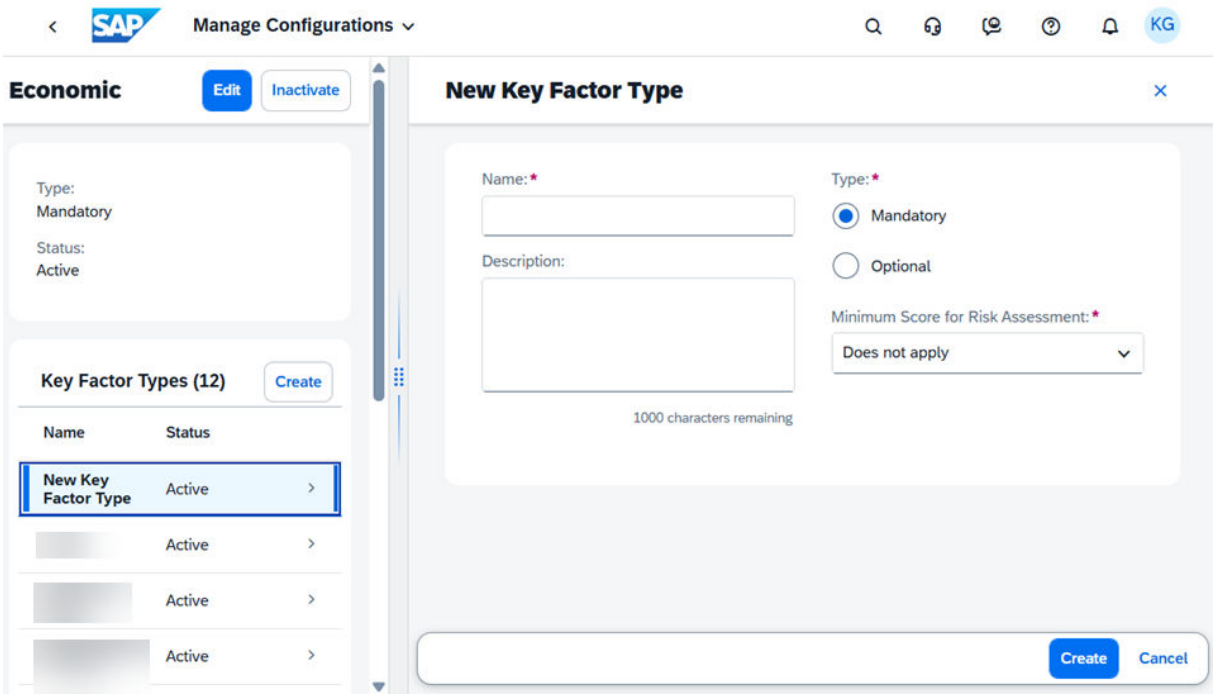


- The **External Factors** page lists the predefined external factors provided by SAP Ariba Category Management and offers the following options:
  - Reorder the list of external factors using the **Reorder** button.
  - Activate or inactivate the external factors by using the **Activate** or **Inactivate** button in the right panel.
  - Edit external factors to mark them as optional or mandatory by using the **Edit** button in the right panel.
  - Create key factor types for each external factor by using the **Create** button in the key factor types section of the right panel.
    The **New Key Factor Type** panel allows you to define the name and description of the key factor type, set the key factor type as mandatory or optional, and define the minimum score for risk assessment.

The following image shows the **External Factors** page:



The following image shows the **New Key Factor Type** panel:



Develop Strategy and Plan app:

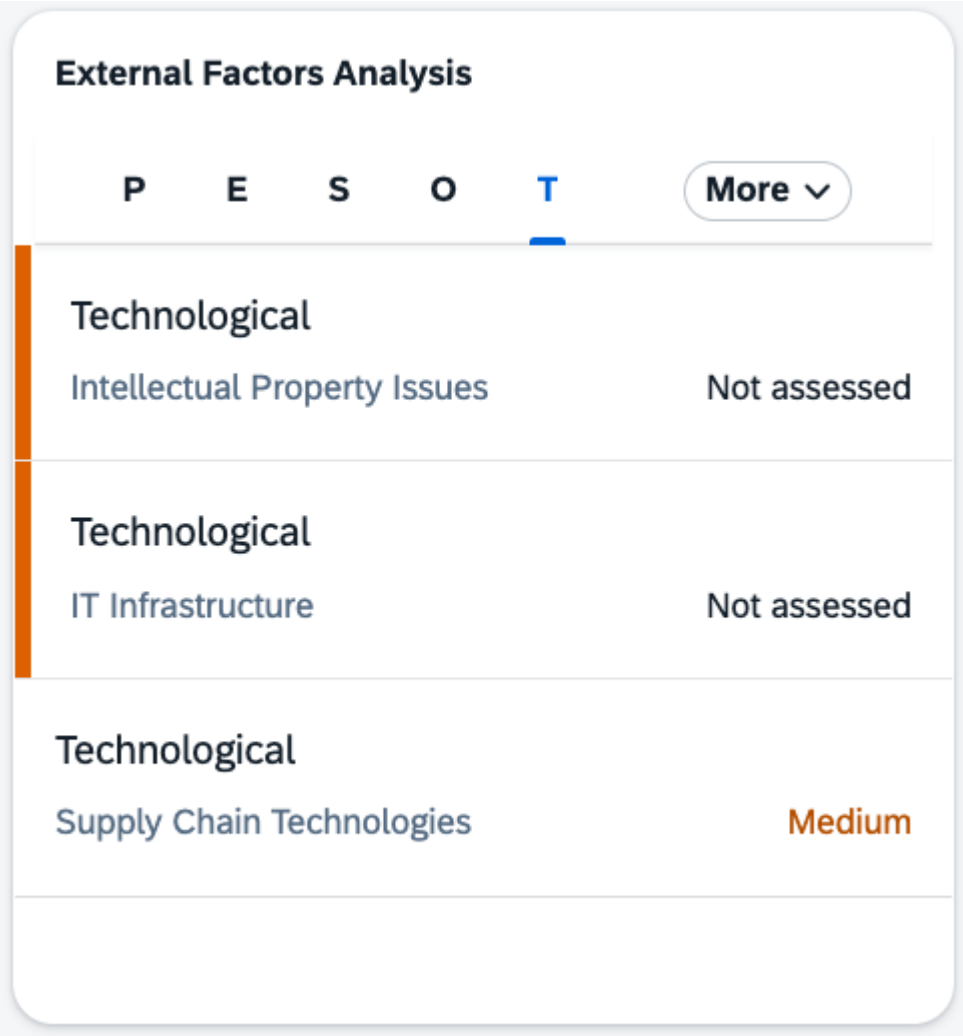
- The **External Factors Analysis** tool is now included in the strategy and plan document.

> **Note**
>
> This tool is displayed on the strategy and plan document page only if the following conditions are met:
>
> - The tool is configured as part of a phase within the strategy and plan template by the category management administrator. However, if it is not also configured for the relevant category segment

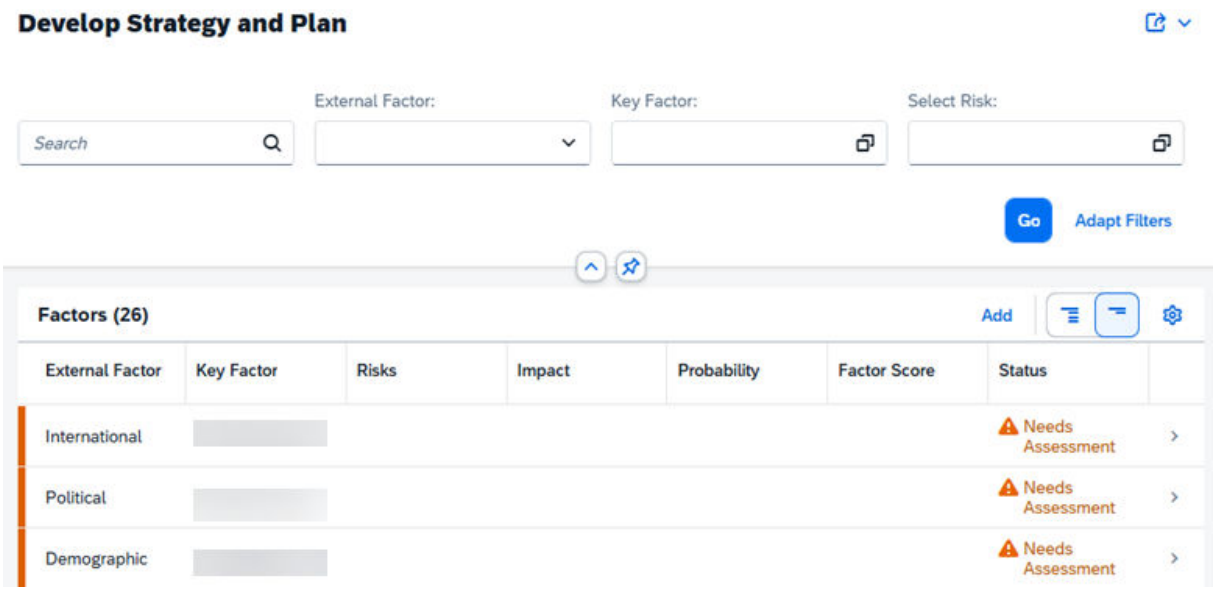
within the strategy and plan template, the tool may not appear on the strategy and plan page. In that case, you can choose to add it from **Manage Tools**.

- The tool itself is configured with key factor types by the category management administrator.

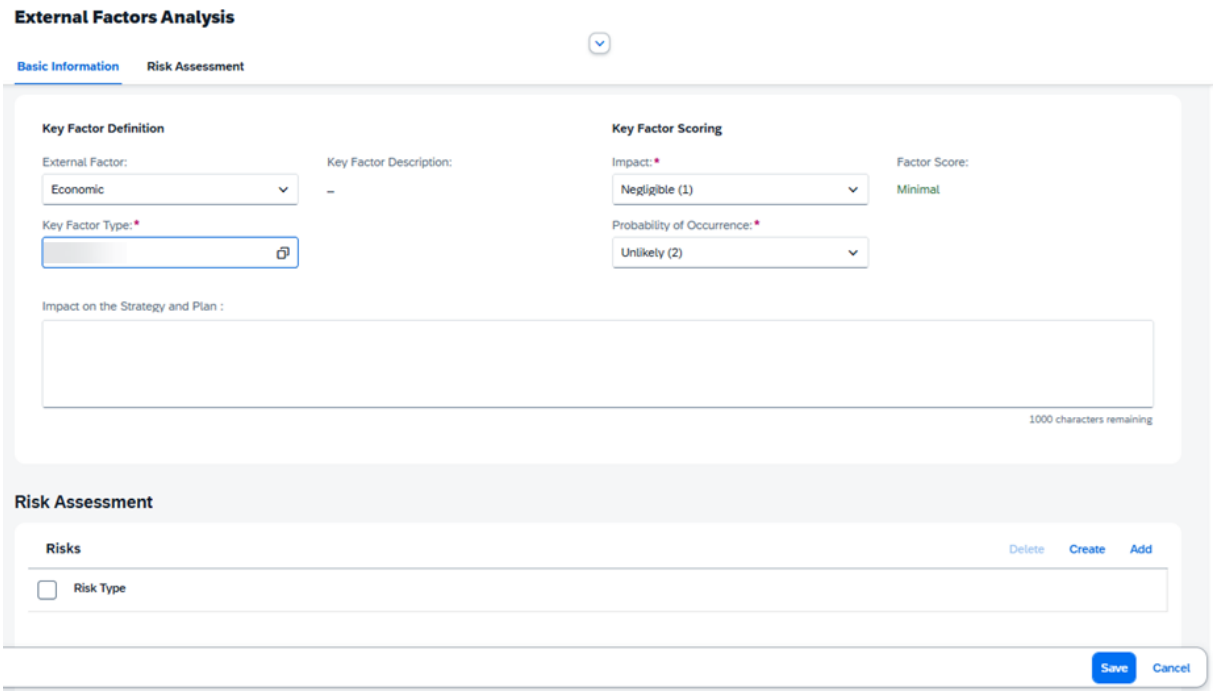
The following image shows the **External Factors Analysis** card that appears on the strategy and plan document page:



- The **External Factors Analysis** page allows you to add external factors, assess the key factors, and associate risks, based on the factor score calculated by considering the impact and probability of occurrence of each key factor. The following image shows the **External Factors Analysis** page with the **Add** button:



When you click **Add**, the following page appears:



Implementation Details

General Prerequisites

- You must be a category management administrator to configure the **External Factors Analysis** tool for use in SAP Ariba Category Management. This includes the following:

- Configure the tool as part of the strategy and plan template.
- Configure the external factors with key factors types.

- You must be a category manager to use the tool as part of the strategy and plan document.

Business End User Tasks

- As a category management administrator, you must configure the tool for use in category management. For more information, see External Factors [page 107].
- As a category manager, you can use the tool to understand and analyze how external dynamics could affect your strategy and sourcing decisions. For more information, see External Factors Analysis [page 110].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	CATMAN-446
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

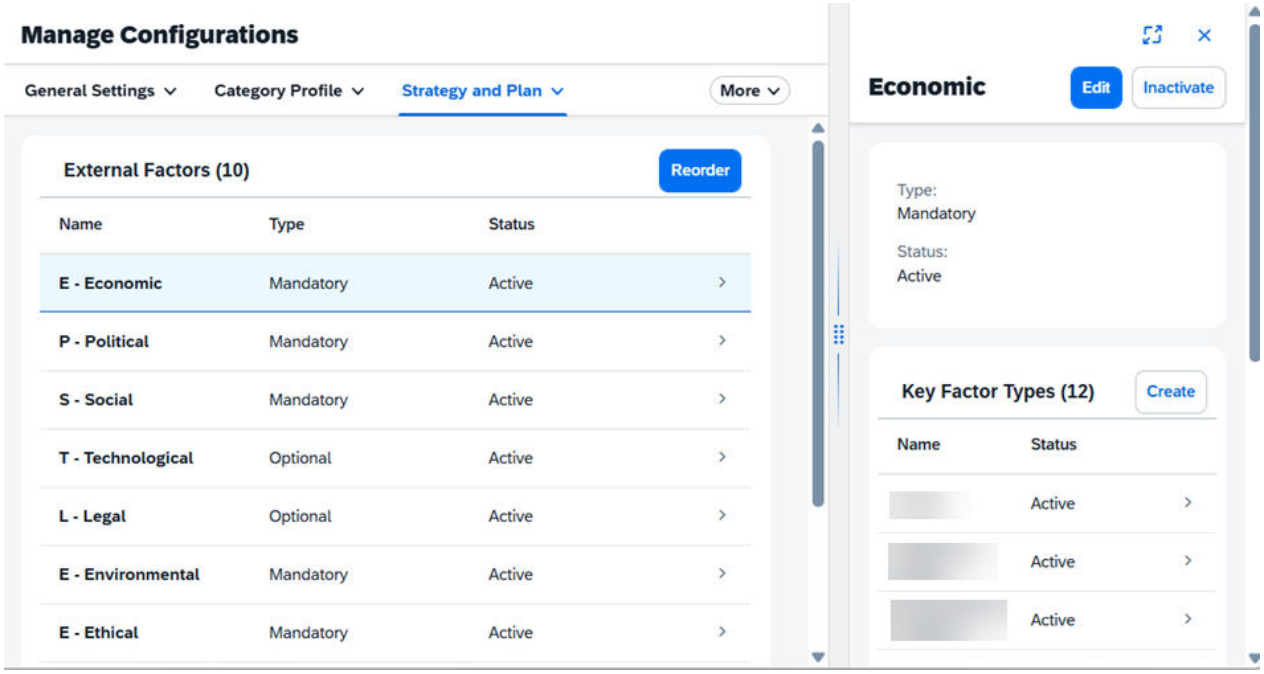
External Factors

External factors are key influences from the external environment that can impact category management strategies and decisions. These include political, economic, social, technological, legal, environmental, ethical, international, demographic, ecological, local, national, and global considerations.

SAP Ariba Category Management provides a predefined set of these external factors to help organizations evaluate risks and opportunities, enabling more effective and informed category planning.

As a category management administrator, you can customize these external factors by designating them as mandatory or optional, adjusting their display order in the strategy and plan document, activating or inactivating them, and configuring key factor types for each of the external factors.

The following image shows the **External Factors** page:



As these external factors are provided as part of the **External Factors Analysis** tool of a strategy and plan document, it is essential to configure this tool within your strategy and plan template. This includes determining the appropriate phase and segment configurations to ensure consistent and effective use of the tool throughout the category management process. For more information on how to include this tool as part of the strategy and plan template, see Strategy and Plan Template.

> **Note**
>
> - Inactive external factors and key factor types are not displayed in the **External Factors Analysis** tool of the strategy and plan document.
> - If an external factor is marked as both mandatory and active, the category manager must add at least one key factor for it in the strategy and plan, even if the associated key factor type is optional.

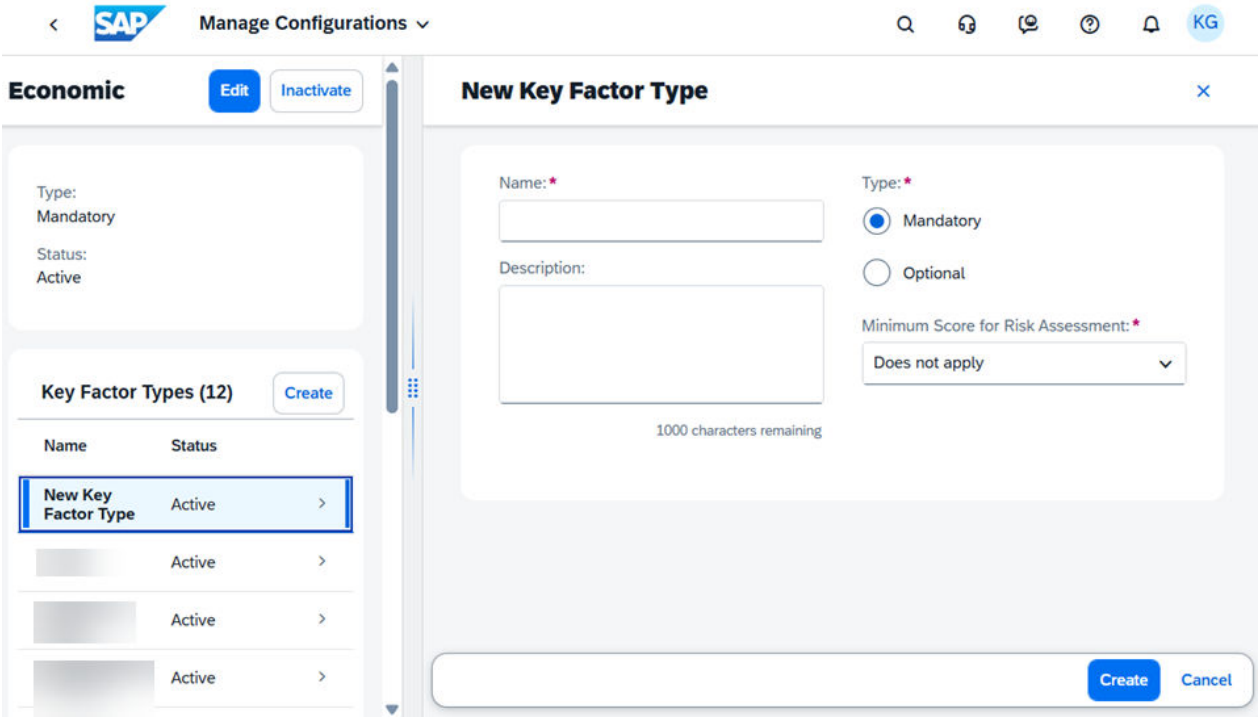
Key Factor Types

You can further configure specific key factor types within the broader external factors. Key factor types allow businesses to assess macro-environmental forces that could present opportunities or threats, such as changes in government policy, fluctuations in economic growth, shifts in consumer attitudes, advancements in digital innovation, new regulations, and concerns over climate change.

You can define the key factor types, assign them as mandatory or optional, and set a minimum score for risk assessment for each key factor type. This enables more granular control and risk assessment tailored to your organization's needs.

The minimum score for risk assessment is the score that determines whether a risk assessment is required and should potentially be addressed. It is a value based on the impact and probability of a key factor, used to decide if the factor needs an associated risk for mitigation.

The following image shows the **New Key Factor Type** panel:



Additional Notes

- You can't create or delete external factors, but you can edit their order, activate, or inactivate them. The ones set as inactive won't show up for category managers in their new strategy and plan documents, and they won't be able to add new key factors under those external factors within existing strategy and plan documents.
- You can't create a mandatory key factor type under an external factor that's set as optional.
- You can't mark an external factor as optional if it contains any key factor types that are set as mandatory.
- You can't activate a key factor type under an external factor that's set as inactive.
- You can't delete key factor types that are associated with assessed external factors in the strategy and plan document.

- If a key factor type that's linked to one or more assessed key factors in any strategy or plan document is inactivated, the inactivated type will continue to appear in the strategy and plan documents where it was previously used. However, category managers won't be able to create new key factors of that type in either existing or new strategy and plan documents.

Related Information

Configuring External Factors with Key Factor Types [page 109]

Configuring External Factors with Key Factor Types

Configure external factors with key factor types that category managers can use when defining key factors in a strategy and plan document.

Prerequisites

You must have the **Category Management Administrator** role collection or `CategoryManagementAdministrator` user group assigned.

Procedure

1. From the SAP Ariba Category Management launchpad, click **Manage Configurations**.
2. Click the **Strategy and Plan** tab dropdown menu and select **External Factors**.
3. (Optional) You can use the **Reorder** button to reorder the list of external factors. The order configured here determines how they appear in the **External Factors Analysis** card and **External Factors Analysis** page within the **Develop Strategy and Plan** app.
4. Select an external factor in the **External Factors** table.

   A panel for the selected external factor appears to the right. You can do the following:
   - Click **Edit** to set the external factor as mandatory or optional.
   - Click **Activate** or **Inactivate** to activate or inactivate the external factor based on your organization's need.

   > **Note**
   >
   > Inactive external factors and key factor types are not displayed in the **External Factors Analysis** tool of the strategy and plan document.
5. Click **Create** in the **Key Factor Types** section.
6. Enter the name of the key factor type, provide a description, specify whether it is mandatory or optional, and set a minimum score for risk assessment. The minimum score you set determines if a risk assessment for the key factor is required and whether it should be addressed.

Any new key factor type you create will be set to **Active** by default. However, you can inactivate them as necessary.

7. Click **Create**.

Results

You can edit, activate, inactivate, or delete key factor types.

> **Note**
>
> - If a key factor type that's linked to one or more assessed key factors in any strategy or plan document is inactivated, the inactivated type will continue to appear in the strategy and plan documents where it was previously used. However, category managers won't be able to create new key factors of that type in either existing or new strategy and plan documents.
> - You can't delete key factor types that are linked to one or more assessed key factors within the strategy and plan documents.

External Factors Analysis

The **External Factor Analysis** tool helps you identify and understand key external influences that can impact your category management strategies and decisions. These factors span a wide range of areas, including political, economic, social, technological, legal, environmental, ethical, demographic, and more.

SAP provides a predefined list of external factors that your category management administrators customize to suit your organization's needs. Depending on their configuration, some factors may be mandatory or optional, and their order and types may vary within your strategy and plan documents.

As a category manager, you can use the **External Factor Analysis** tool to record details about the external factors affecting the procurement of your category. This enables you to systematically assess potential risks and opportunities related to these factors.

By leveraging this analysis, you can make better-informed decisions, align your category strategy with external conditions, and enhance your overall planning effectiveness.

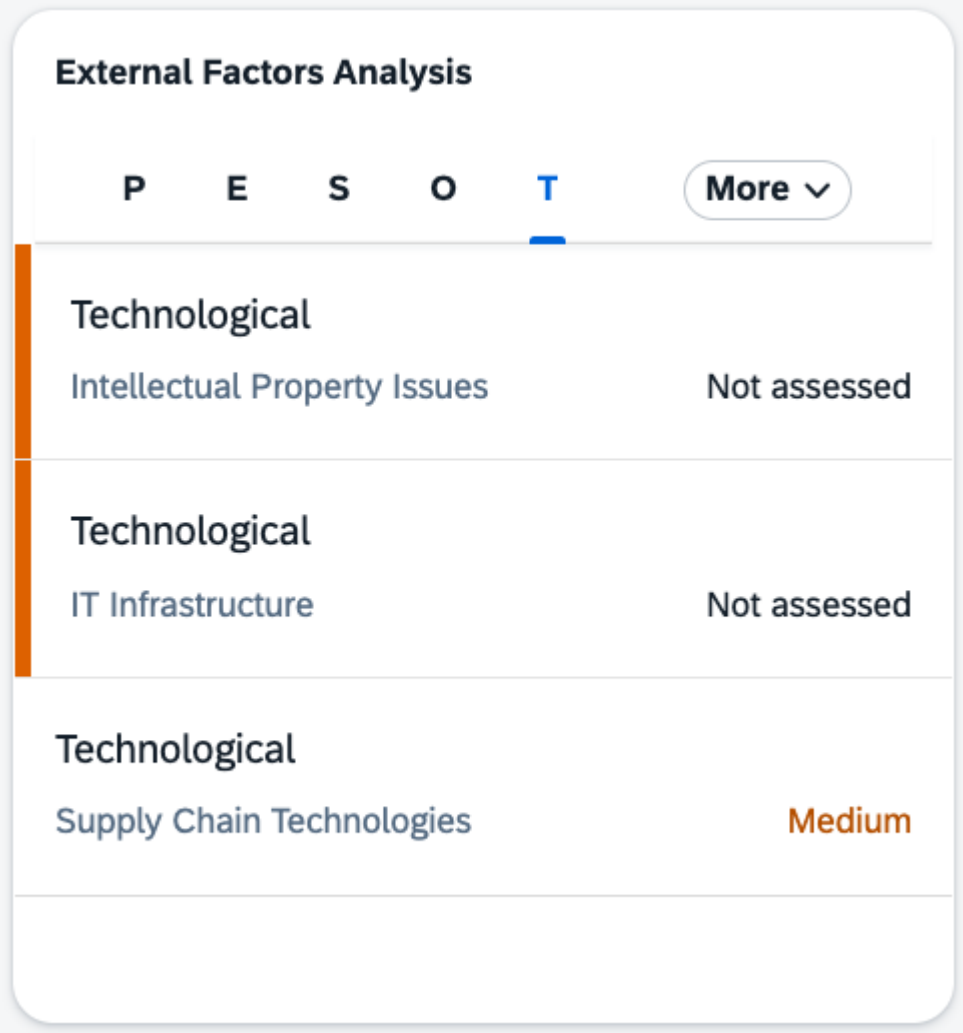
Key Features

- Enables analysis of a broad range of external factors, including political, economic, social, technological, legal, environmental, ethical, and demographic influences.
- Provides a list of predefined external factors tailored by category management administrators to meet organizational needs.
- Helps category managers assess key factors for risks and opportunities, leading to more informed, data-driven decision-making.
- Allows category managers to add key factors and associate risks based on the impact and likelihood of occurrence.

- Enhances alignment of category strategies with external market and environmental conditions.

Managing Key Factors

The **External Factors Analysis** tool displays the external factors and key factor types that the category management administrator has configured as mandatory. The following image shows how this tool appears within a strategy and plan document:



This tool is displayed on the strategy and plan document page only if the following conditions are met:

- The tool is configured as part of a phase within the strategy and plan template by the category management administrator. However, if it is not also configured for the relevant category segment within the strategy and plan template, the tool may not appear on the strategy and plan page. In that case, you can choose to add it from **Manage Tools**.
- The tool itself is configured with key factor types by the category management administrator.

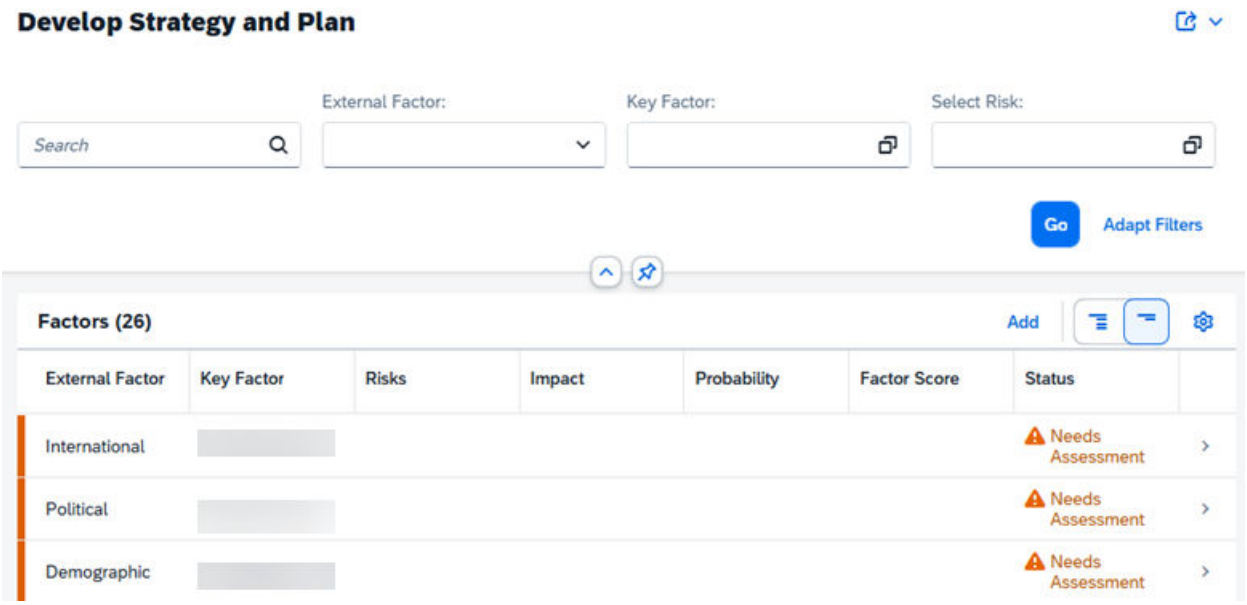
You can add new key factors and associate risks to these key factors based on the factor score. For more information, see Adding Key Factors [page 113].

> **Note**
>
> - Inactive external factors and key factor types are not displayed in the **External Factors Analysis** tool of the strategy and plan document.
>
> However, if an external factor was used in an active strategy and plan document before being inactivated, it will still appear there along with its associated key factors. You will not be able to select the inactivated external factor in new strategy and plan documents or add new key factors to existing ones.
> - If an external factor is marked as both mandatory and active, you must add at least one key factor for it in the strategy and plan, even if the associated key factor type is optional.

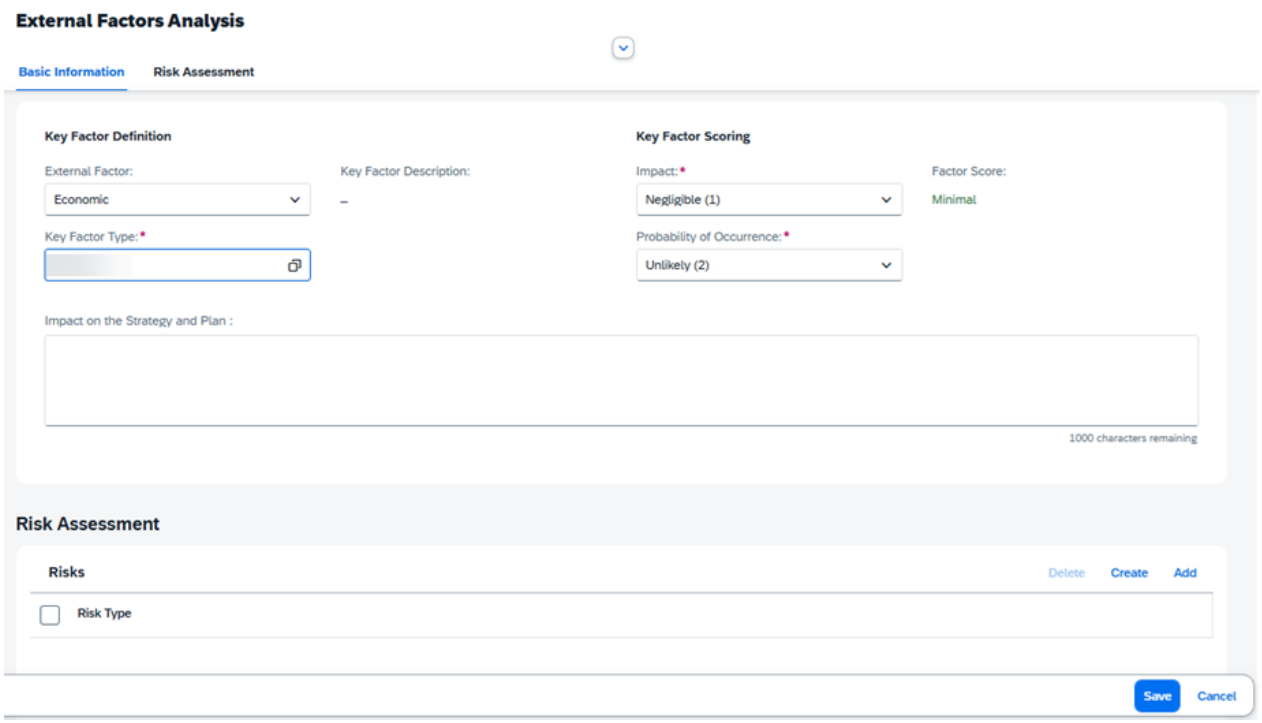
External Factors Analysis Page

The **External Factors Analysis** page allows you to add external factors, assess the key factors, and associate risks based on the factor score calculated by considering the impact and probability of occurrence of each key factor.

The following image shows the **External Factors Analysis** page with the **Add** button:



When you click **Add**, the following page appears:



Related Information

Adding Key Factors [page 113]

Adding Key Factors

Add key factors that can influence and impact your category management strategies and decisions.

Prerequisites

- You must be the assigned category manager for the selected category.
- You must be the owner of the strategy and plan document.

Procedure

1. From the SAP Ariba Category Management launchpad, click the **Develop Strategy and Plan** app.
2. In the **Strategy and Plan** tab, select a category from the **Category** field.

3. Select a plan from the **Strategy and Plan Documents** table.
4. Navigate to the **External Factors Analysis** card and click the card header.

> **Note**
>
> If the **External Factors Analysis** card isn't available, navigate to the upper corner of the strategy and plan page, and click **Manage Tools**. In the **Manage Tools** popup window, ensure that the **External Factors Analysis** tool is selected and click **OK**.

5. To add a new key factor, click **Add** at the upper corner of the **Factors** table.

   Alternatively, to edit an existing factor, select any factor from the **Factors** table that is not yet assessed and click the **Complete Assessment** link at the top of the page.
6. Enter relevant information:

   - In the **Basic Information** > **Key Factor Definition** section, enter the following:
     - **External Factor**: Select an external factor from the list.
     - **Key Factor Type**: Select a key factor type from the list.
     - **Key Factor Description**: This field is autofilled based on the key factor type description configured by the category management administrator.
   - In the **Basic Information** > **Key Factor Definition** section, enter the following:
     - **Impact**: Select the impact of the key factor on the procurement process.
     - **Probability of Occurrence**: Select a likelihood of the occurrence of the key factor.
     - **Factor Score**: Based on the value selected for **Impact** and **Probability of Occurrence**, a factor score is displayed in this field. The value of the factor score determines whether a risk must be associated with the key factor.
       This score is compared against the **Minimum Score for Risk Assessment** configured by the category management administrator. If the factor score is greater than or equal to the configured **Minimum Score for Risk Assessment**, you must associate relevant risks with the key factor. If the factor score is lower than the configured **Minimum Score for Risk Assessment**, associating risks is not required.
   - In the **Impact on Strategy and Plan** field, add comments explaining how the key factor could influence your strategy and plan. Describe the underlying situation that may trigger the risk and detail the potential consequences or effects on category objectives, timelines, or outcomes if the risk materializes.
   - The **Associated Risks** section allows you to choose whether to skip associating risks with the key factor. If you decide to skip, you must select the **Skip risk association** checkbox and enter a reason for not associating any risks.
   - In the **Risk Assessment** section, click **Add** to add risks from the **Risk Assessments** tool.
7. Click **Save**.

   A new key factor is created.

Next Steps

You can choose to edit or delete the key factor based on your organization's requirement.

Related Information

External Factors Analysis [page 110]

Updated Support Components for SAP Ariba Category Management

Business Details

This feature introduces changes to the existing support components for SAP Ariba Category Management, which are now reflected when creating a support case on the SAP Support Portal. The following support components have been updated to better reflect their intended use:

Current Support Component	Updated Support Component	Use for Issues with
S2P-SRC-CATM	S2P-CATM	SAP Ariba Category Management in general
S2P-SRC-CATM-CAT	S2P-CATM-CAT	Manage Taxonomy
S2P-SRC-CATM-INT	S2P-CATM-INT	Integrations
S2P-SRC-CATM-PROV	S2P-CATM-PROV	Provisioning
S2P-SRC-CATM-SP	S2P-CATM-SP	Strategy and Plan
S2P-SRC-CATM-TKT	S2P-CATM-TKT	Toolkit

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBCATA-604
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Getting Support

Multi-Field Search for Invoice Item Categorization

Business Details

This feature enables you to evaluate and confirm proper invoice line item categorization using the new **Invoice Items View** on the **Review Invoice Items Categorization** page, which streamlines identifying items for review and applying consistent categorization.

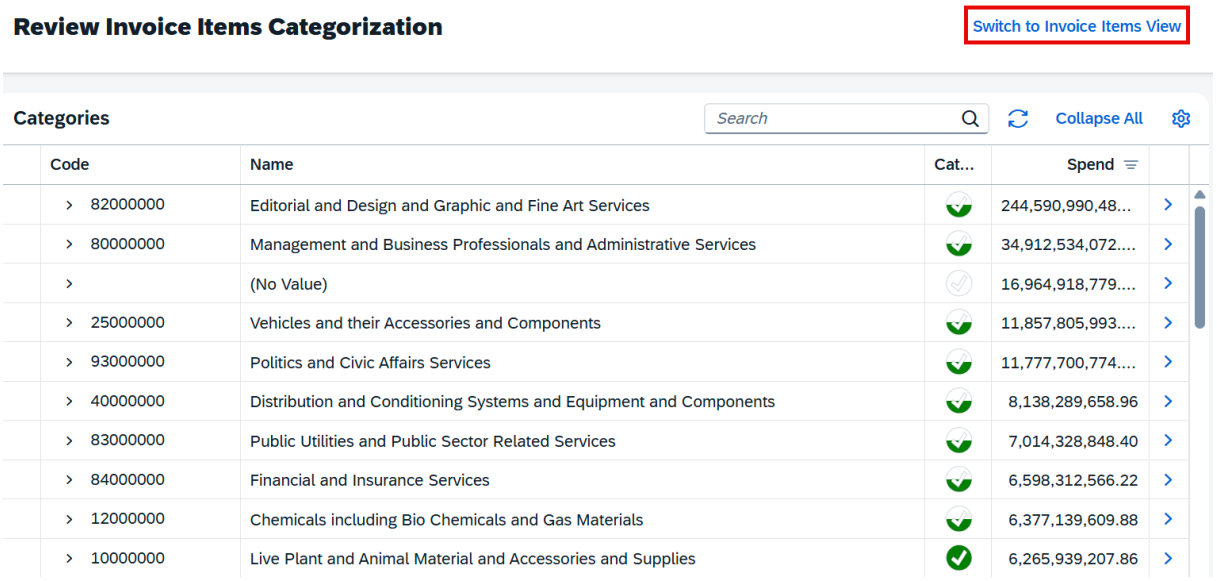
The **Invoice Items View** lists aggregated invoice items and provides a multi-functional search to help you find items that need review. You can also save search criteria and apply a saved search to filter invoice items.

Changes to the User Interface

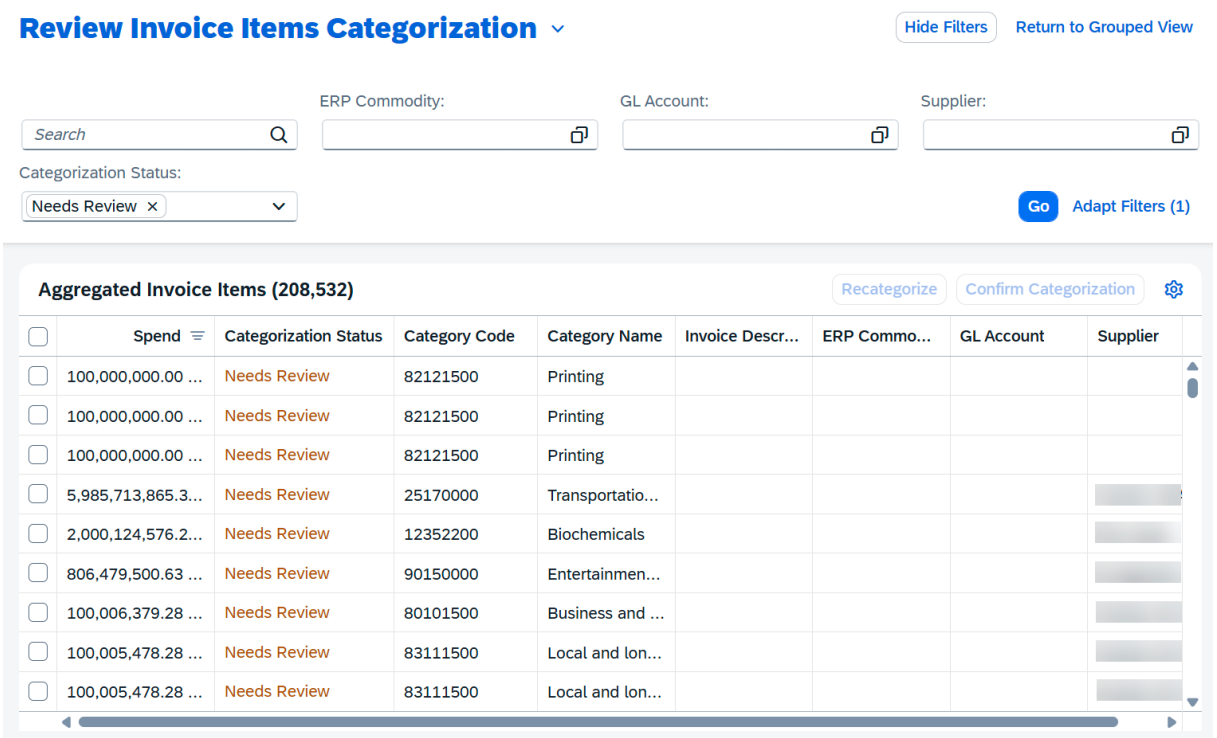
This feature introduces the following changes to the user interface:

- The **Review Invoice Items Categorization** page now offers two views to help you evaluate and confirm invoice line item categorization: **Grouped View** and **Invoice Items View**.
  - **Grouped View** (default) shows invoice items that need review, grouped by category code.
  - **Invoice Items View** lists aggregated invoice items and provides a multi-functional search to help you quickly find items that need review.

- A **Switch to Invoice Items View** link appears on the **Review Invoice Items Categorization** - **Grouped View** page:

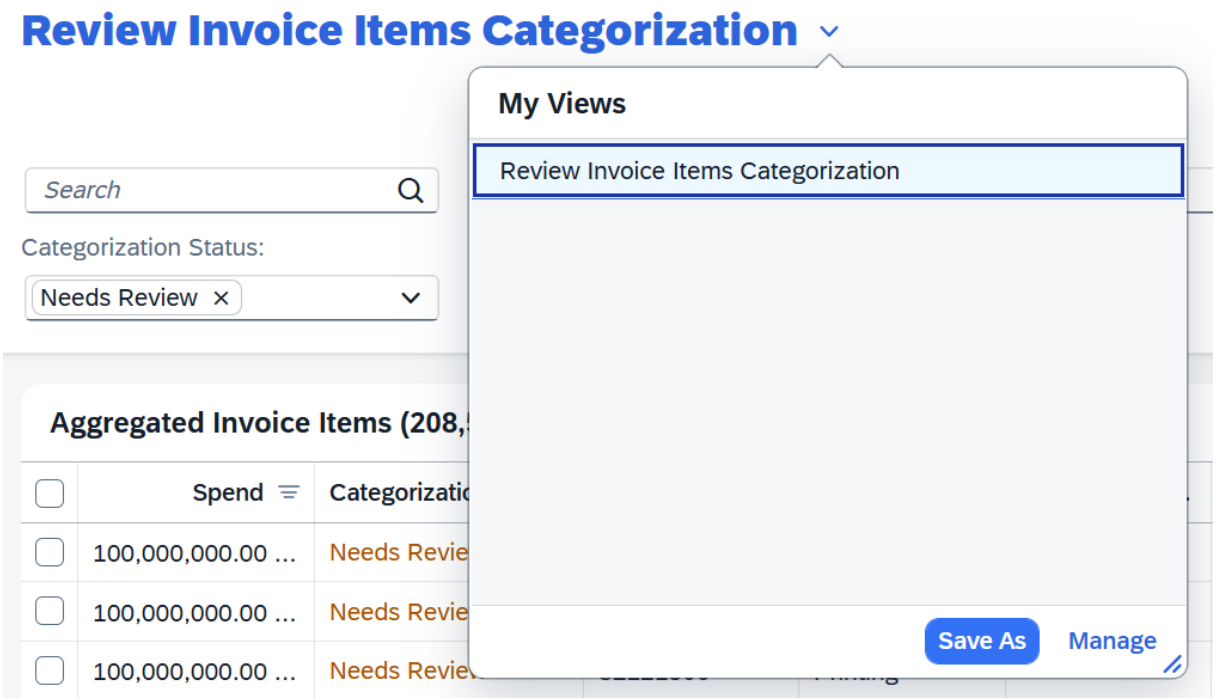


- The **Review Invoice Items Categorization** (**Invoice Items View**) page includes a multi-functional search and the ability to save search criteria, enabling you to quickly filter invoice items using a saved search.



- Click the *dropdown* icon to the right of **Review Invoice Items Categorization** to save and manage your search views.

> **Note**
>
> Your saved views are available only to you and are not shared with other users.



Implementation Details

General Prerequisites

You have been assigned the **Spend Control Tower Data Enrichment Manager** role collection in SAP BTP. See Assigning Administrator Roles.

Business End User Tasks

Confirming Spend Categories for Invoices in the Invoice Items View [page 119]

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBTS-95
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Confirming Spend Categories for Invoices in the Invoice Items View

The **Invoice Items View** on the **Review Invoice Items Categorization** page enables you to evaluate and confirm invoice line item categorization by viewing aggregated invoice items and using a multi-functional search.

Prerequisites

You have been assigned the **Spend Control Tower Data Enrichment Manager** role collection in SAP BTP. See Assigning Administrator Roles.

Context

The **Review Invoice Items Categorization** page offers two views to help you evaluate and confirm invoice line item categorization: **Grouped View** and **Invoice Items View**.

- **Grouped View** (default) shows invoice items that need review, grouped by category code. For more information, refer to Confirming Spend Categories for Invoices in the Category Grouped View.

- **Invoice Items View** lists aggregated invoice items and provides a multi-functional search to help you quickly find items that need review.

> ⚠ Restriction
>
> - Currently, search and filter options on the **Review Invoice Items Categorization** page do not support:
>   - Multiple strings
>   - Special characters
>   - Greater than filter
>   - Less than filter
>   - Between filter
>   - "Not Empty" filter
>   - "Not Equals" filter
>   - "Does Not Contain" filter

Procedure

1. From the SAP Spend Control Tower launchpad, choose the **Review Invoice Items Categorization** tile.
   By default, the **Grouped View** page opens.
2. Click **Switch to Invoice Items View**.
3. Enter and select your search criteria and choose **Go** to view invoice items that meet your criteria.
   Optionally, click **Adapt Filters** to add or remove the search filters displayed in the **Invoice Item View**. Click the ⌄ *dropdown* icon to the right of **Review Invoice Items Categorization** to save and manage your search views.

   > ⓘ Note
   >
   > Your saved views are available only to you and are not shared with other users.
4. If the category value is correct, select the invoice item and choose **Confirm Categorization**.
   The selected invoice items are confirmed and saved.
5. If the category value is incorrect, select the invoice item and choose **Recategorize** to select an alternate category.
   The **Select an Alternate Category** dialog opens.
6. Select another category and choose **Select**.
   a. Choose **Confirm Recategorization** to confirm the new categorization.

Related Information

Confirming Spend Categories for Invoices in the Category Grouped View

Manage Spend Taxonomy Enhancements

Business Details

This feature includes enhancements that enable you to expand your custom taxonomy by adding new categories, moving categories, and mapping additional UNSPSC codes.

You can now add a new custom category (leaf node only) to support new products or acquisitions. The new category can be assigned to any existing parent node (levels 0 to N-1) and must be mapped to a new UNSPSC level 4 code that has not been used in the existing taxonomy mapping. SAP Spend Control Tower validates category changes to prevent duplicate codes or mappings.

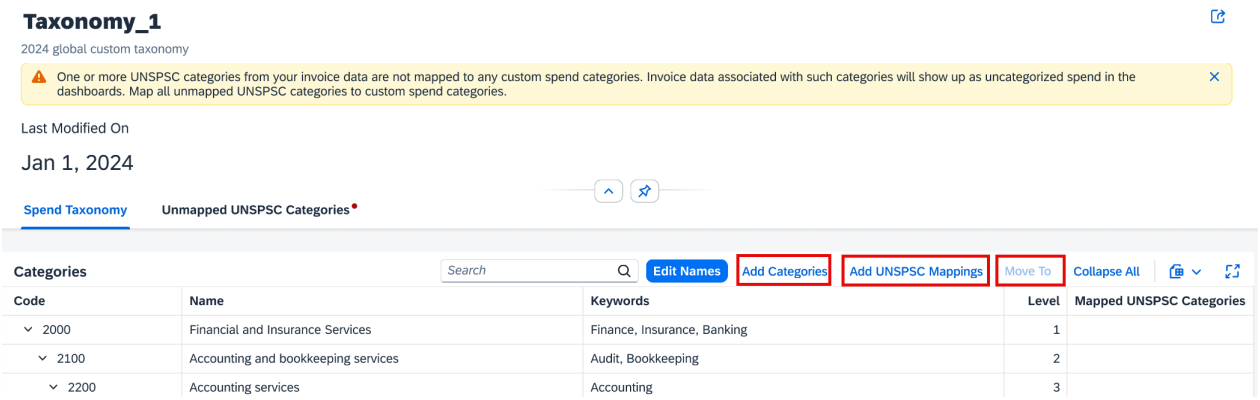
You can now move a custom taxonomy category to a new parent. The entire subtree (the category and all of its descendants) moves with it. Moving categories updates roll-ups in the custom taxonomy used for display and dashboards. It does not change item-level classifications, predictions, or UNSPSC mappings.

You can now add an unmapped UNSPSC code that has not been used in the current custom taxonomy mapping file to any existing custom leaf node to fill gaps or extend the taxonomy.

Changes to the User Interface

The **Spend Taxonomy** tab on the custom taxonomy page includes the following new buttons:

- **Add Categories**
- **Add UNSPSC Mappings**
- **Move To**



Implementation Details

General Prerequisites

You have been assigned to one of the following role collections:

- **Spend Control Tower Administrator**
- **Spend Control Tower Data Manager**
- **Spend Control Tower Delivery Lead**

You selected **Custom** from the **Select Spend Taxonomy** dropdown on the **Configure System Settings** page. For more information, refer to Selecting the Default Category Taxonomy for Procurement.

Business End User Tasks

- Adding UNSPSC Mappings to Custom Taxonomies [page 123]
- Adding Categories to Custom Taxonomies [page 124]
- Moving a Custom Taxonomy Category to a New Parent Level [page 125]

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ARBTS-215
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Adding UNSPSC Mappings to Custom Taxonomies

You can map your custom categories to unmapped UNSPSC categories in your custom taxonomy.

Prerequisites

You have been assigned to one of the following role collections:

- **Spend Control Tower Administrator**
- **Spend Control Tower Data Manager**
- **Spend Control Tower Delivery Lead**

You selected **Custom** from the **Select Spend Taxonomy** dropdown on the **Configure System Settings** page. For more information, refer to Selecting the Default Category Taxonomy for Procurement.

Context

To add UNSPSC mappings to a custom spend taxonomy for your organization, you download and update the following two templates:

- Spend Taxonomy Template
- Mapping Template

After updating the templates with your mappings to UNSPSC categories, upload the files to SAP Spend Control Tower. SAP Spend Control Tower validates the files and generates an error report if any issues are detected. To make changes to your custom taxonomy or mappings, update and upload the templates again.

> **Note**
>
> Template files must be smaller than 15MB.

Procedure

1. From the SAP Spend Control Tower launchpad, click the **Manage Spend Taxonomy** tile.
2. Click **Add UNSPSC Mappings**.
   The **Add UNSPSC Mappings** window appears.
3. Click **Download Mapping Template**.
4. Add your mappings to the **Custom to UNSPSC Mapping Template**.
5. Click **Browse** to locate and select the updated template on your computer.
6. Click **Add Mappings**.

Next Steps

SAP Spend Control Tower validates your file and adds your mappings, which may take a few hours. You won't be able to add new mappings until the process is complete.

Related Information

Selecting the Default Category Taxonomy for Procurement
Defining Custom Spend Taxonomies
Adding Categories to Custom Taxonomies [page 124]
Moving a Custom Taxonomy Category to a New Parent Level [page 125]

Adding Categories to Custom Taxonomies

You can add categories to your custom taxonomy.

Prerequisites

You have been assigned to one of the following role collections:

- **Spend Control Tower Administrator**
- **Spend Control Tower Data Manager**
- **Spend Control Tower Delivery Lead**

You selected **Custom** from the **Select Spend Taxonomy** dropdown on the **Configure System Settings** page. For more information, refer to Selecting the Default Category Taxonomy for Procurement.

Context

To add categories to a custom spend taxonomy for your organization, you download and update the Spend Taxonomy Template.

After updating the Spend Taxonomy Template, upload the file to SAP Spend Control Tower. SAP Spend Control Tower validates the file and generates an error report if any issues are detected. To make changes to your custom taxonomy or s, update and upload the templates again.

> **Note**
>
> Template files must be smaller than 15MB.

Procedure

1. From the SAP Spend Control Tower launchpad, click the **Manage Spend Taxonomy** tile.
2. Click **Add Categories**.
   The **Add Categories** window appears.
3. Click **Download Taxonomy Template**.
4. Add categories to the **Spend Taxonomy Template**.
5. Click **Browse** to locate and select the updated spend taxonomy template on your computer.
6. Click **Add Categories**.

Next Steps

SAP Spend Control Tower validates your file and adds your categories, which may take a few hours. You won't be able to add new categories until the process is complete.

Related Information

Selecting the Default Category Taxonomy for Procurement
Defining Custom Spend Taxonomies
Adding UNSPSC Mappings to Custom Taxonomies [page 123]
Moving a Custom Taxonomy Category to a New Parent Level [page 125]

Moving a Custom Taxonomy Category to a New Parent Level

You can move a category by drag & drop, or by selecting a category and choosing Move To to pick a destination from a searchable list.

Prerequisites

You have been assigned to one of the following role collections:

- **Spend Control Tower Administrator**
- **Spend Control Tower Data Manager**
- **Spend Control Tower Delivery Lead**

You selected **Custom** from the **Select Spend Taxonomy** dropdown on the **Configure System Settings** page. For more information, refer to Selecting the Default Category Taxonomy for Procurement.

Context

You can now move a custom taxonomy category to a new parent. The entire subtree (the category and all of its descendants) moves with it. Moving categories updates roll-ups in the custom taxonomy used for display and dashboards. It does not change item-level classifications, predictions, or UNSPSC mappings.

Procedure

1. From the SAP Spend Control Tower launchpad, click the **Manage Spend Taxonomy** tile.
2. In the **Categories** table, select the category to move, then do one of the following:
   - Drag & drop it onto the destination category to make it a child of that category.
   - Click **Move To**, search for and select the destination category, then choose **OK**.

     > **Note**
     >
     > Search uses "contains" across code, name, and keywords. Results span all roots; a parent can appear if any descendant matches the search term.

Next Steps

After you confirm the move, the system runs a background update. While the update is in progress, other taxonomy changes are disabled. When the update completes, the UI shows a success or error message.

Related Information

Selecting the Default Category Taxonomy for Procurement
Defining Custom Spend Taxonomies
Adding UNSPSC Mappings to Custom Taxonomies [page 123]
Adding Categories to Custom Taxonomies [page 124]

SAP Ariba Procurement solutions

Support for Adding Catalog Items, Contract Items, or Unplanned Items in Service Sheets Created in SAP Business Network

Business Details

This feature enables suppliers to punch in to the SAP Ariba solution and add catalog items, contracted-items, or unplanned items when creating service sheets in SAP Business Network for purchase orders that are not available in the SAP Ariba solution. Supplier users can now create service sheets with reference to the purchase order in SAP Business Network even when a corresponding copy order isn't available in the SAP Ariba solution.

Because the purchase order isn't available in the SAP Ariba buying solution, the values for the accounting fields are based on the configuration as follows:

- If **Approvable Details Determination Rules (ADDR)** option is selected for the service sheet cart, the accounting details are defaulted as per the configured rule.
- If **Approvable Details Determination Rules (ADDR)** option isn't selected for the service sheet cart, accounting details are defaulted from the Commodity Export Map Entry (CEME) of the line items.

A supplier user must ensure that the include toggle for the service sheet line item is disabled in SAP Business Network when adding the service sheet line in SAP Business Network after having punched in to the SAP Ariba buying solution to add or update catalog, non-catalog, or contract items.

Implementation Details

General Prerequisites

Your administrator must do the following in your SAP Ariba solution:

- Enable the **Allow suppliers to punch in to create service sheet for orders not in SAP Ariba** (`Application.ServiceSheet.CreateSESBySupplierPunchInWithoutOrderInAriba`) parameter. See Allow suppliers to punch in to create service sheet for orders not in SAP Ariba.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement

Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	ACSS-382
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-SRV-SES
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Accounting Defaulting on Service Sheets and Service Sheet Carts
Allow suppliers to edit accounting fields while adding items to service sheets

Support for Budget Check in External ERP System for SAP Ariba Procurement Mobile App Requisitions

Business Details

In the SAP Ariba Procurement mobile app, real-time budget check is performed in the external ERP system when users submit or withdraw requisitions, and also when requisitions are approved or denied.

Implementation Details

General Prerequisites

- The general prerequisites for using the SAP Ariba Procurement mobile app must be met. For information, see the prerequisites section in SAP Ariba Procurement Mobile App Prerequisites and Restrictions.
- Ensure that your administrator enables the **Enable real-time budget check for SAP Ariba Procurement mobile app** (`Application.Mobile.EnableRTBCInExternalERPSystem`) parameter. See Enable real-time budget check for SAP Ariba Procurement mobile app.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511

Valid as Of	2025-11-14
Reference Number	BMAA-479
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-CP-BMA
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

SAP Ariba Procurement Mobile App Guide
Budget Checking Functionality in External Systems

Enhancements to Catalog Replication Page

Business Details

With this feature, the **Catalog Replication** page contains a new tab called **Content** that allows catalog administrators to search for catalogs quickly. The new design optimizes browsing and viewing large volumes of data.

> **Note**
>
> As of 16 January 2026, the feature is customer-managed. To enable the feature, customer administrators must configure the **Display Content tab on Catalog Replication page** (`Application.Base.Replication.IsSearchSupportEnabled`) parameter. For more information, see Display Content tab on Catalog Replication page.

Previously, the **Catalog Replication** page loaded all the catalogs in the **Overview** and **Configuration** tabs, which made it difficult for users to search for catalogs.

Changes to the User Interface

A new tab called **Content** is now displayed on the **Catalog Replication** page. As a catalog administrator, you can search for a catalog by its name and type (subscribed or unsubscribed). By default, the number of catalogs displayed on the page is limited to 1000.

Technical Details

Product	SAP Ariba Catalog
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	CMS-1418
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-CM-ADM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Customer Catalog Administration Guide for Buyers

Support for Cancellation and Deactivation of Requisitions

Business Details

This feature enables users belonging to the **Purchasing Approvable Administrator** group to cancel requisitions that are in the **Canceling** state using the **Mark as Canceled** option and deactivate requisitions that are in the **Approved** or **Ordering** states using the **Deactivate** option.

This functionality is also not supported if your site is configured for budget checking. You can't revert a requisition that was cancelled using **Mark as Canceled** or deactivated using the **Deactivate** option to its earlier state.

Changes to the User Interface

- The **Deactivate** option is displayed for requisitions that are in the **Approved** or **Ordering** states.

  > ⓘ Note
  >
  > - For a requisition with multiple versions, the previous version of the requisition becomes active when the current version is deactivated.
  > - For a requisition that has multiple purchase orders, the **Deactivate** option isn't displayed even if one purchase order is in the **Ordered** state.

- The **Mark as Canceled** option is displayed for requisitions that are in the **Canceling** state.

Implementation Details

General Prerequisites

- Your administrator must enable the **Enable users to mark as canceled and deactivate requisitions** (`Application.Procure.AllowUsersToDeactivateOrMarkAsCanceledPRAndPO`) parameter. See Enable users to mark as canceled and deactivate requisitions.
- You must belong to the **Purchasing Approvable Administrator** group.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability

Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PROC-1010
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO BNS-ARI-PUR-REQ
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Virtual Card Details for Virtual Card Orders

Business Details

With this feature, a new field called **Payment Method** is displayed on the purchase order details page for virtual card orders. When you click the **Virtual Card** hyperlink, the virtual card details such as the card number, card status, and card holder name are displayed.

The card holder is the buyer whose bank account is configured while setting up the virtual card. For more information, see Setting Up a Buyer Account for a Virtual Card. A new field called **Sub Type** is introduced in the search filters section for **Charge Reconciliation** approvable that enables users to search either by purchasing card charge reconciliation or virtual card charge reconciliation. Similarly, **Sub Type** in the search filters section for **PCard Charge** approvable enables users to search either by purchasing card charge or virtual card charge.

Implementation Details

General Prerequisites

Your administrator must enable **Use single-use virtual cards to pay suppliers** (`Application.Common.SupportsvCardBasedOrder`) in your SAP Ariba buying solution. See Use single-use virtual cards to pay suppliers.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PROC-1025
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO-PCO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Related Information

Configuration and Management of Virtual Cards

New Fields in Purchase Order cXML sent to SAP Business Network

Business Details

With this feature, the company code, purchasing organization, and purchasing group fields are passed in the purchase order cXML that the SAP Ariba buying solution sends to SAP Business Network. The new fields help users in SAP Business Network to search for purchase orders by company code, purchasing organization, or purchasing group.

The following example shows a sample purchase order cXML snippet with the new fields that is sent to SAP Business Network.

Sample Code

```
<LegalEntity>
       <IdReference identifier="3000" domain="CompanyCode">
           <Description xml:lang="en_US">IDES&#032;US&#032;INC</Description>
       </IdReference>
   </LegalEntity>
   <OrganizationalUnit>
        <IdReference identifier="300" domain="PurchasingOrganization">
           <Description xml:lang="en_US">IDES&#032;NY</Description>
       </IdReference>
   </OrganizationalUnit>
   <OrganizationalUnit>
        <IdReference identifier="100" domain="PurchasingGroup">
           <Description xml:lang="en_US">Corporate&#032;Purchsng</Description>
       </IdReference>
   </OrganizationalUnit>
```

Implementation Details

General Prerequisites

Ensure that your administrator enables the **Include new legal entity fields in purchase order cXML** (`Application.Procure.IncludeNewFieldsForLegalEntityInPOcXML`) parameter. See Include new legal entity fields in purchase order cXML.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PROC-624
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

New Import Task for Deactivating Supplier Locations Associated with Ad Hoc Vendors

Business Details

As an administrator, you can now run the newly introduced import task **Deactivate supplier locations associated with ad hoc vendors** to deactivate supplier locations associated with ad hoc vendors to ensure that the email IDs

of deactivated supplier locations can't be reused. When users try to use the email ID of the deactivated supplier location while creating a contact for an ad hoc vendor, the SAP Ariba solution displays an error message to indicate that the supplier is not an ad hoc vendor.

Implementation Details

General Prerequisites

Your administrator must do the following in your SAP Ariba solution:

- Enable **Use single-use virtual cards to pay suppliers** (`Application.Common.SupportsvCardBasedOrder`). For more information, see Use single-use virtual cards to pay suppliers.
- Enable **Use ad hoc vendors for non-catalog items** (`Application.Common.UseAdHocVendorsForNonCatalogItem`). For more information, see Use ad hoc vendors for non-catalog items.
- Update the `AdhocVendorSupplierLocationAnonymizePull.csv` file with information about the suppliers you want to deactivate.
  Following is an example of the `AdhocVendorSupplierLocationAnonymizePull.csv` file. In the file, the `SystemID` represents the supplier ID of the ad hoc vendor and `vCardEmailAddress` represents an email address that was previously created as an ad hoc vendor contact for a virtual card order.

```
"UTF-8"
SystemID, vCardEmailAddress
"12345", "Vendor1@Organization1.com"
"34567", "Vendor2@Organization2.com"
"45678", "Vendor2@Organization3.com"
```

Authorizations

Users belonging to the **Customer Administrator** group can run the **Deactivate supplier locations associated with ad hoc vendors** task.

Business End User Tasks

Adding an Ad Hoc Vendor and Vendor Location in a Purchase Requisition

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New

Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PROC-1016
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO-PCO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Display Requisition Amount in Approver's or Watcher's Currency

Business Details

With this feature, the amount in a requisition at the header or line level is displayed as a new field in the approver's or watcher's currency.

When the approver's currency doesn't have a mapping between the requisition creator's currency and the approver's currency, the new amount field displays **0**. For more information on how different currencies are converted in SAP Ariba applications, see Currency Information.

Changes to the User Interface

New fields such as **Total in Your Currency** at the header level and **Amount in Your Currency** at the line level are displayed for a requisition when the requisition is sent for approval. The amount in the approver's or watcher's currency is also displayed in the notification emails. The new fields are displayed only when the profile currency of the approver or watcher is different from that of the requisition.

Implementation Details

General Prerequisites

Your administrator must enable the **Enable display of requisition amount in approver's or watcher's currency** (`Application.Common.SupportedClassToIncludeTotalAmountsInApproverCurrency`) parameter. See Enable display of requisition amount in approver's or watcher's currency.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	BNS-ARI-PUR-REQ
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PROC-1029
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-REQ
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Support for Hierarchical Service Items

Business Details

With this feature, you can better manage complex service procurement scenarios by grouping multiple items under a parent non-catalog service. Service hierarchies help to define how services are structured and delivered, improving efficiency when ordering services.

> **Note**
>
> This feature has been moved to a future release.

Service hierarchies allow you to request a parent service and child items using one purchase requisition. Child items can include catalog and non-catalog services or goods. For example, you can create a non-catalog request for laptop repair service (parent service) and then add software maintenance service (child item) and computer cleaning kit (child item). You can use service hierarchies in the following scenarios:

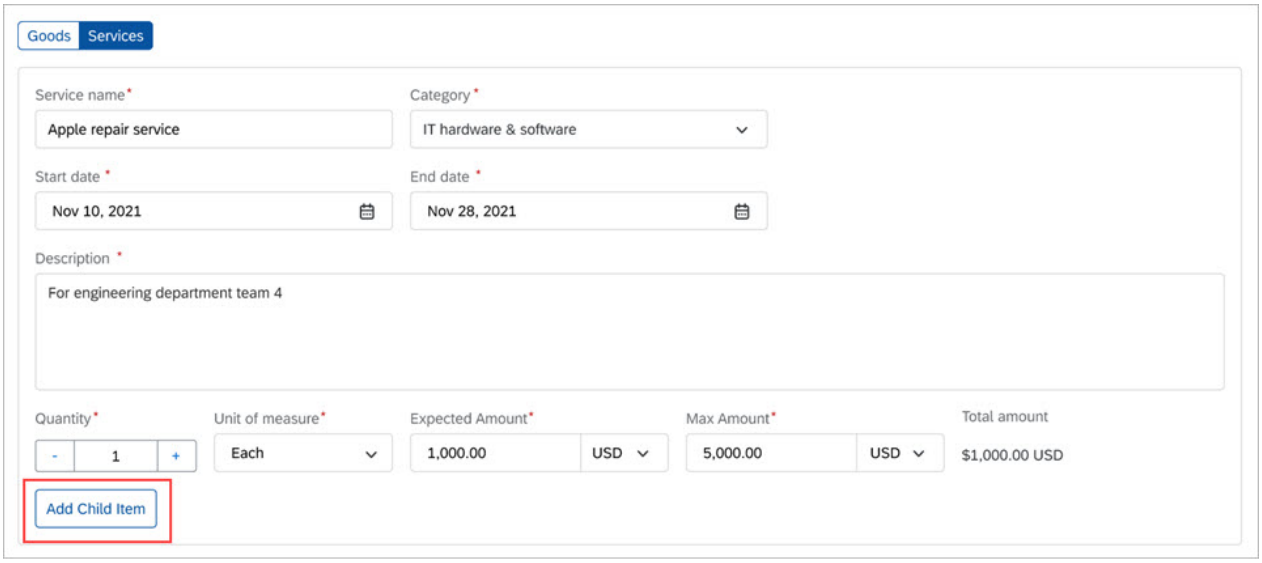
- When you create a service requisition using a non-catalog request or a line item form, you can add child items using the **Add Child Item** button.
- On the checkout page, you can add child items to the request before you submit it.
- If you submit a service requistion, you can withdraw it after it's submitted or partially approved, add child items, and then resubmit it.

> **Restriction**
>
> For sites with the 2NV and 3EN integration scenarios, service hierarchy requests are submitted as individual requests. In the future, this feature will be available for sites with the 2NV and 3EN integration scenarios. For more information on requisitions in the 2NV and 3EN integration scenarios, see Requisition Statuses.

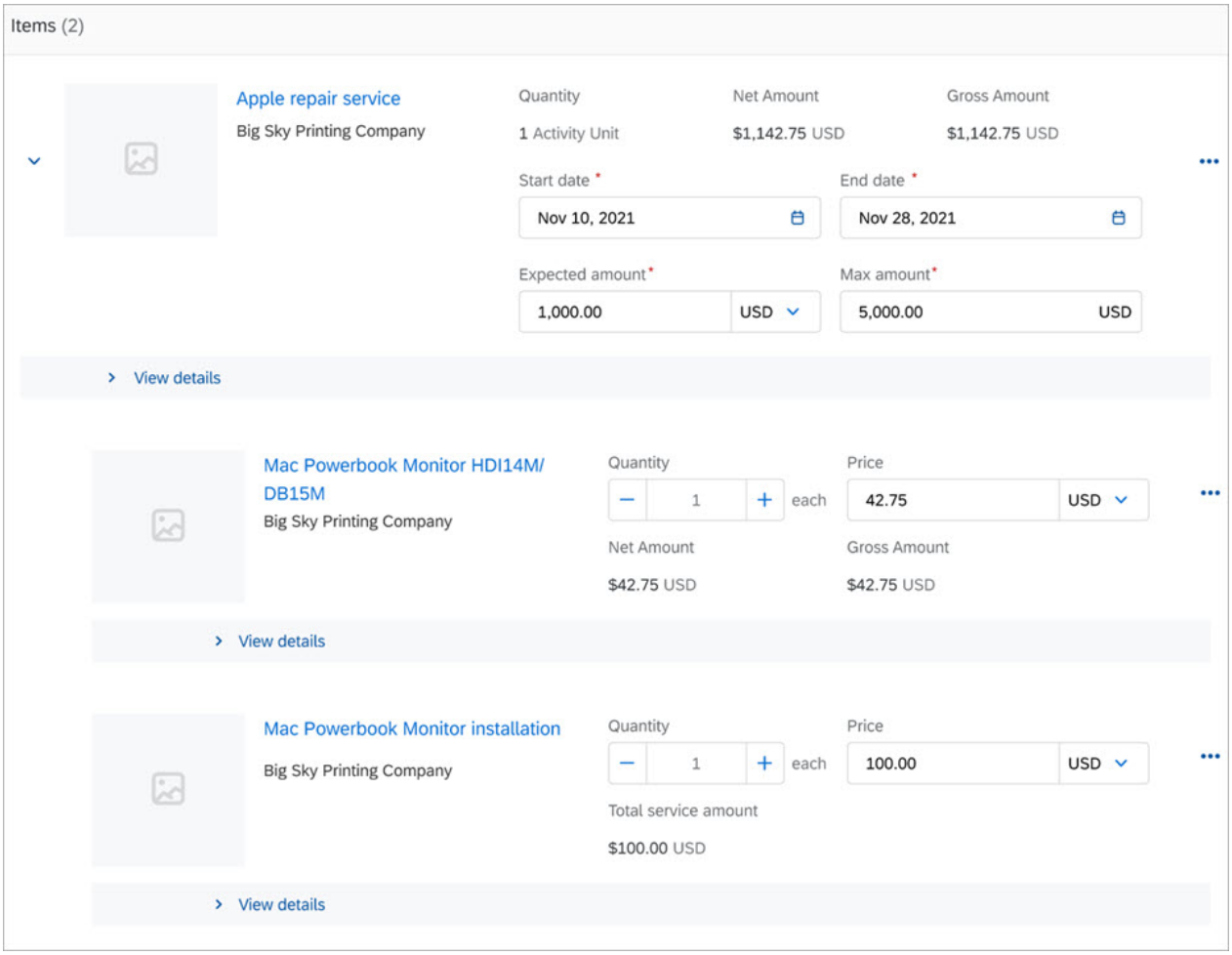
Examples of the User Interface

When you create a non-catalog request for a service, the **Add Child Item** button, **Expected Amount**, and **Max Amount** display on the form, as shown in the following figure.

> **Note**
>
> The **Add Child Item**, **Expected Amount**, and **Max Amount** options also display on line item forms for services.



The following figure displays a hierarchical service request: Apple repair service (parent), Mac Powerbook Monitor (child), and Mac Powerbook Monitor Installation (child).



Implementation Details

General Prerequisites

To use this feature, enable the following guided buying parameter:

PARAM_ENABLE_NON_CATALOG_SERVICE_HIERARCHY

ID	PARAM_ENABLE_NON_CATALOG_SERVICE_HIERARCHY
Default value	`false`

Enables service hierarchies for non-catalog requests and line item forms.

When set to `true`, non-catalog requests for services can include child items. Child items can include catalog and non-catalog products or services.

When set to `false` (default), non-catalog requests and line item forms for services can have only one line item.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Workflow
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	GUIDEB-300
Sub Process (Modular Business Process)	Not Applicable

Application Component	BNS-ARI-GB-REQ
Area	Non-Catalog Request
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Hide Interim Supplier RFQ Bids

Business Details

You can now configure guided buying to hide interim supplier RFQ bids from users and display only awarded bids.

By default, guided buying displays all bids to users. However, your organizational structure and security requirements might benefit by hiding interim bids and displaying only the winning bid after it has been awarded. You can enable this capability by setting a new guided buying parameter.

This capability is available only in high-touch RFQ scenarios, where professional buyers evaluate and award bids in SAP Ariba Sourcing.

Changes to the User Interface

If you enable this feature, guided buying hides bids on the following pages and sections:

- **Receive quotes**
- **Awarding**
- **Confirm award**
- **Bid overview** section
- **Compare bids** (both graph and table view)

Implementation Details

General Prerequisites

Before you can use this feature, you must first configure guided buying to communicate with SAP Ariba Sourcing through APIs by setting the guided buying parameter `PARAM_ENABLE_ENHANCED_RFQ_INTEGRATION` to **`true`**.

For more information about configuring API communication, see Guided Buying Parameters for RFQs.

Configuration

To enable this feature:

1. Sign in to guided buying and choose **Admin** to display the **Administration** page.

2. Scroll down and choose **Manage parameters**.
3. Find the following parameter and choose **Change value**:

PARAM_ENABLE_HIDE_BIDS_IN_HIGH_TOUCH

ID	PARAM_ENABLE_HIDE_BIDS_IN_HIGH_TOUCH
Default value	**false**

Hides interim supplier RFQ bids and displays only the winning bid in high-touch scenarios.

When set to **true**, only the winning bid, awarded in SAP Ariba Sourcing, is displayed to users.

When set to **false** (default), all supplier bids display to users.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	GUIDEB-1262
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GB-RFQ
Area	Not Applicable

Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Business Network

Support Auto Generation of a Line Item Credit Memo from a Revised Service Entry Sheet for Fieldglass Integration (4R2)

Business Details

This feature enables suppliers to make corrections or revise a service entry sheet (SES) in SAP Fieldglass, if the SES is already invoiced in SAP Business Network. When a SES is corrected or revised, the previously created SES is canceled, a new SES is created, and a line item credit memo is automatically generated in SAP Business Network.

Previously, after a service sheet had been approved or invoiced, suppliers were able to make corrections to the service sheets but by assigning negative values and the line item credit memo was not auto generated. For this reason, the service sheet was not correctly processed by the buyer and they have to implement a custom logic. The service sheet correction with negative values is not supported out-of-the-box.

These changes are included for orders sent to SAP S/4HANA Cloud through SAP Integration Suite, managed gateway for spend management and SAP Business Network, Service Procurement with SAP Business Network and SAP Fieldglass (4R2) integration scenario. Line item credit memo is generated for those revised service entry sheets that are associated with purchase order items of regular or lean-services.

For more information on the workflow, see Workflow for Auto Generation of Line Item Credit Memo for 4R2 [page 147].

Implementation Details

General Prerequisites

Ensure that the following integration scenarios have been implemented:

- Automation of Source-to-Pay with Ariba Network (42K)
- Service Procurement with Ariba Network and SAP Fieldglass (4R2)
- Ensure that the following transaction rules are enabled in the SAP Business Network buyer account:
  - Allow exchange of documents between Ariba Network, SAP Fieldglass, and SAP S/4HANA or SAP S/4HANA Cloud, for services procurement when the purchase order is created in the SAP ERP.
- Ensure that the **Enable automatic generation of line item credit memo from service entry sheet correction** rule is enabled at country rule, supplier group level, or default transaction rule under invoice rules.

- Ensure that the supplier consent for the generation of correction service entry sheet and of line item credit memo is accepted in the invoice creation acceptance tab.
- Ensure that the **Allow change orders in invoice aggregation** rule is enabled in the SAP Business Network buyer account.
- Ensure that the **with positive values** sub rule is selected under the **Allow suppliers to create correction service sheet** transaction rule.
- Ensure that the **Auto-generate service sheets from service invoices** transaction rule is disabled in the SAP Business Network buyer account.
- Ensure that the **Allow suppliers to reuse service sheet numbers** transaction rule is enabled in the buyer account.

> **Note**
>
> - If you want to correct or revise a service entry sheet that is already invoiced, then you must select the **Enable automatic generation of line item credit memo from service entry sheet correction** transaction rule. If not selected, SAP Business Network rejects the revised service sheet.
> - Irrespective of whether you select **Submit** or **Save as Draft** in the supplier consent, the line item credit memo is always submitted, whereas, the invoice is either submitted or saved as draft based on the selection.
> - If the new rules are enabled at country rule level then ensure that you disable the **Ignore country-based invoice rules** transaction rule in the SAP Business Network buyer account.
> - If the buyer enables the **Allow suppliers to reuse service sheet numbers** rule with the status as Canceled, the Delete SES takes the ID from the original SES.

Restrictions

The following restrictions are applicable:

- Enabling the Allow suppliers to create invoices directly from service POs without a service sheet rule takes no effect when the Allow exchange of documents between Ariba Network, SAP Fieldglass, and SAP S/4HANA or SAP S/4HANA Cloud, for services procurement rule is enabled.
- Service entry sheets originating from SAP Fieldglass cannot be edited in SAP Business Network.
- This feature is not supported for proforma invoice.
- This feature is not supported for Evaluated Receipt Settlement (ERS).
- This flow does not work if SAP Ariba Buying and Invoicing, with guided buying capability is part of the solution.

Technical Details

Product	SAP Business Network
Line of Business	Supply Chain
Action	Information
Type	New

Lifecycle Phase	Early Adoption
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NP-28980
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Overview of Service Procurement with Ariba Network and SAP Fieldglass (4R2)
Overview of Automation of Source-to-Pay with Ariba Network (42K)
Setting Up Automation of Purchase-to-Pay with Ariba Network
Setting up Service Procurement with Ariba Network and SAP Fieldglass

Workflow for Auto Generation of Line Item Credit Memo for 4R2

The following steps explain the new workflow of this transaction in detail:

1. In SAP Fieldglass, the supplier searches for the original service receipt (Schedule, Event, Fee, Time sheet or Expense Sheet) and completes the revision. On submission, a workflow is triggered which routes the document for any business approvals and track the service receipt revision through the following steps.
2. When the business approvals are completed in SAP Fieldglass, the workflow triggers the service receipt revision integration. As a first step, the integration workflows sends the original service receipt to SAP Business Network, via SAP Integration Suite, managed gateway for spend management and SAP Business Network with a delete indicator, and hold, waiting for either an approval or rejection from SAP Business Network.
   A sample SES cXML is given below:

   Sample Code

```
<ServiceEntryRequestHeader serviceEntryID="DLABPE00004566" operation="delete"
serviceEntryDate="2023-02-20T18:59:16+00:00">
                                    <PartnerContact>
                                    </PartnerContact>
                                    <PartnerContact>
                                    </PartnerContact>
                                   <DocumentReference
payloadID=1673434871342-2830124647211387 99@10.162.97.206></DocumentReference>.
                                    <Period
startDate="2023-02-15T00:00:00+00:00" endDate="2023-02-15T00:00:00+00:00"/>
                                    <Extrinsic name="Accruals">Yes</Extrinsic>
                                    <Extrinsic name="ApprovalLevel">3.00</
Extrinsic>
                                    <Extrinsic name="Operation">Correction</
Extrinsic>
                                    <Extrinsic name="ServiceEntrySheetID">To
Be Updated Via CF Update Integration</Extrinsic>
                                    <Extrinsic name="Status">44</Extrinsic>
                                    <Extrinsic
name="AribaNetwork.LegacyDocument"/>
                                  </ServiceEntryRequestHeader>
```

3. SAP Business Network puts the Cancel SES sent by Fieldglass on hold and looks up for the invoice associated with the original service entry sheet.
   - If an invoice exists for the canceled SES, the SAP Business Network creates a line-item credit memo for the invoiced amount automatically only, if the **Enable automatic generation of line item credit memo from service entry sheet correction** rule is selected and the Supplier consent is enabled.
     The auto-generated line-item credit memo contains the following flag to indicate that it has been created by the system:
     `<Extrinsic name="isAutoFlip">yes</Extrinsic>`
   - If an invoice exists for the canceled SES, but the rule is not selected, then the revised SES is rejected.
   - If the original SES is not invoiced, SAP Business Network does not generate any line item credit memo and sends a request to the backend to cancel the SES.
   - If the line item credit memo is not generated for the invoiced SES, then SAP Business network rejects the cancelation of original SES and sends a status update request as rejected to Fiedglass through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
4. SAP Business Network sends the newly generated line item credit memo to the buyer ERP (S/4 HANA) through SAP Integration Suite, managed gateway for spend management and SAP Business Network. The LICM contains the same information as in the invoice generated by the SAP Business Network. If an invoice contains reference to multiple SES, then SAP Business Network extracts only that information that corresponds to the corrected SES.
5. Depending on whether the buyer accepts or rejects the line item credit memo one of the following action occurs:

- If the buyer accepts and approves the line item credit memo, the buyer ERP sends the acceptance status as Reconcile to SAP Business Network through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
- If the buyer does not approve the line item credit memo, the buyer ERP sends the reject status as rejected to SAP Business Network, which is passed to SAP Fieldglass through SAP Integration Suite, managed gateway for spend management and SAP Business Network with a message for rejection.

6. When the line item credit memo is accepted, SAP Business Network releases the Cancel SES that was put on hold with operation as deleted.
7. This SES version that is released by SAP Business Network has a reference to make it obsolete, is passed on to SAP Integration Suite, managed gateway for spend management and SAP Business Network for further processing at buyer ERP.
    - If the buyer enables the **Allow suppliers to reuse service sheet numbers** rule with the status as Canceled, the Delete SES takes the ID from the original SES.
    - If the buyer does not enable **Allow suppliers to reuse service sheet numbers** rule, the Delete SES checks the document number preference and generates the ID following these rules.
        - If document number preference is not enabled, the Delete SES takes the length from the original SES and generates the ID with alphanumeric characters of same length.
        - If the document number preference is enabled, the delete SES autogenerates the Delete SES ID as per the buyer document number preference.
8. When the SES is revoked and deleted at buyer ERP, SAP Business Network receives the SES version with the status as canceled.
9. SAP Business Network then sends this status to SAP Fieldglass through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
10. On receiving a rejection, SAP Fieldglass workflow rejects the service receipt, allowing the supplier to correct and re-submit, or delete the revised service receipt.
    On receiving an approval notification, theSAP Fieldglass workflow advances to Step 2, and sends the revised service receipt detail to SAP Business Network for further processing.

Support Auto Generation of a Line Item Credit Memo from a Revised Service Entry Sheet for 42K and Commerce Automation

Business Details

This feature enables suppliers to make corrections or revise a service entry sheet (SES) if the SES is already invoiced in SAP Business Network. When a SES is corrected or revised, the previously created SES is canceled, a new SES is created, and a line item credit memo is automatically generated in SAP Business Network.

Previously, after a service sheet had been approved or invoiced, suppliers were able to make corrections to the service sheets but by assigning negative values and the line item credit memo was not auto generated. For this reason, the service sheet was not correctly processed by the buyer and they have to implement a custom logic. The service sheet correction with negative values is not supported out-of-the-box.

These changes are included for orders sent to SAP S/4HANA Cloud through SAP Ariba Cloud Integration Gateway, Service Procurement with SAP Business Network, and Automation of Source-to-Pay with Ariba Network (42K)

integration scenario. Line item credit memo is generated for those revised service entry sheets that are associated with purchase order items of regular or lean services.

For more information on the workflow, see the Workflow for Auto Generation of a Line Item Credit Memo from a Revised Service Entry Sheet for 42K and Commerce Automation [page 152] .

Implementation Details

General Prerequisites

- Ensure that the following integration scenarios have been implemented:
  - Automation of Source-to-Pay with Ariba Network (42K).
- Ensure that the **Enable automatic generation of line item credit memo from service entry sheet correction** rule is enabled at country rule, supplier group level, or default transaction rule under invoice rules.
- Ensure that the supplier consent for the generation of correction service entry sheet and of line item credit memo is accepted in the invoice creation acceptance tab.
- Ensure that the **Allow change orders in invoice aggregation** rule is enabled in the SAP Business Network buyer account.
- Ensure that the **with positive values** sub rule is selected under the **Allow suppliers to create correction service sheet** transaction rule.
- Ensure that the **Auto-generate service sheets from service invoices** transaction rule is disabled in the SAP Business Network buyer account.
- Ensure that the **Allow suppliers to reuse service sheet numbers** transaction rule is enabled in the buyer account.

> **Note**
>
> - If you want to correct or revise a service entry sheet that is already invoiced, then you must select the **Enable automatic generation of line item credit memo from service entry sheet correction** transaction rule. If not selected, SAP Business Network rejects the revised service sheet.
> - Irrespective of whether you select **Submit** or **Save as Draft** in the supplier consent, the line item credit memo is always submitted, whereas, the invoice is either submitted or saved as draft based on the selection.
> - If the new rules are enabled at country rule level then ensure that you disable the **Ignore country-based invoice rules** transaction rule in the SAP Business Network buyer account.
> - If the buyer enables the **Allow suppliers to reuse service sheet numbers** rule with the status as Canceled, the Delete SES takes the ID from the original SES.

Restrictions

The following restrictions are applicable:

- If the service entry sheet contains contract items or ad hoc items added from P2P then it cannot be edited in SAP Business Network. The supplier has to remove such items and add the new ones.
- This feature is not supported for proforma Invoice.
- This feature is not supported for Evaluated Receipt Settlement (ERS).

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	Early Adoption
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NP-34675
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Overview of Automation of Source-to-Pay with Ariba Network (42K)

Setting Up Automation of Purchase-to-Pay with Ariba Network

Workflow for Auto Generation of a Line Item Credit Memo from a Revised Service Entry Sheet for 42K and Commerce Automation

The following steps explain the new workflow of this transaction in detail:

1. Supplier revises a service entry sheet and submits it.
2. The invoice of the original service entry sheet is held in the outbound queue.
3. When the supplier submits the corrected service entry sheet, in SAP Business Network, the original SES with status Delete and the Correction tag progresses through the approval flow.
   A sample SES cXML is given below:

   Sample Code

   ```
   <ServiceEntryRequestHeader serviceEntryID="DLABPE00004566" operation="delete"
   serviceEntryDate="2023-02-20T18:59:16+00:00">
                           <PartnerContact>
                           </PartnerContact>
                           <PartnerContact>
                           </PartnerContact>
                           <DocumentReference
   payloadID=1673434871342-2830124647211387 99@10.162.97.206></DocumentReference>.
                           <Period startDate="2023-02-15T00:00:00+00:00"
   endDate="2023-02-15T00:00:00+00:00"/>
                           <Extrinsic name="Accruals">Yes</Extrinsic>
                           <Extrinsic name="ApprovalLevel">3.00</Extrinsic>
                           <Extrinsic name="Operation">Correction</Extrinsic>
                           <Extrinsic name="ServiceEntrySheetID">To Be Updated
   Via CF Update Integration</Extrinsic>
                           <Extrinsic name="Status">44</Extrinsic>
                           <Extrinsic name="AribaNetwork.LegacyDocument"/>
                           </ServiceEntryRequestHeader>
   ```

4. SAP Business Network puts the Cancel SES on hold and looks up for the invoice associated with the original service entry sheet.
   - If an invoice exists for the canceled SES, the SAP Business Network creates a line-item credit memo for the invoiced amount automatically only, if the **Enable automatic generation of line item credit memo from service entry sheet correction** rule is selected and the Supplier consent is enabled.
     The auto-generated line-item credit memo contains the following flag to indicate that it has been created by the system:
     `<Extrinsic name="isAutoFlip">yes</Extrinsic>`
   - If an invoice exists for the canceled SES, but the rule is not selected, then the revised SES is rejected.
   - If the original SES is not invoiced, SAP Business Network does not generate any line item credit memo and cancels the original SES.
   - If the line item credit memo is not generated for the invoiced SES, then SAP Business network rejects the cancelation of original SES and sends a status update request as rejected to the supplier account through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
5. SAP Business Network sends the newly generated line item credit memo to SAP ERP, S4, or P2P for reconciliation. The line-item credit memo contains the same information as in the invoice generated by the supplier system. If an invoice contains reference to multiple SES, then SAP Business Network extracts only that information that corresponds to the corrected SES.

6. Depending on the action taken by the SAP Buyer Network, one of the following action occurs:
    - If the buyer accepts and approves the line item credit memo, the buyer ERP sends the acceptance status as Reconciled to SAP Business Network through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
    - If the buyer does not approve the line item credit memo, the buyer ERP sends the reject status as rejected to SAP Business Network, which is passed to the supplier network through SAP Integration Suite, managed gateway for spend management and SAP Business Network with a message for rejection.
7. When the line item credit memo is accepted, SAP Business Network releases the Cancel SES that was put on hold with operation as deleted.
8. This SES version that is released by SAP Business Network has a reference to make it obsolete, is passed on to SAP Integration Suite, managed gateway for spend management and SAP Business Network for further processing at buyer ERP.
    - If the buyer enables the **Allow suppliers to reuse service sheet numbers** rule with the status as Canceled, the Delete SES takes the ID from the original SES.
    - If the buyer does not enable **Allow suppliers to reuse service sheet numbers** rule, the Delete SES checks the document number preference and generates the ID following these rules.
        - If document number preference is not enabled, the Delete SES takes the length from the original SES and generates the ID with alphanumeric characters of same length.
        - If the document number preference is enabled, the delete SES autogenerates the Delete SES ID as per the buyer document number preference.
9. When the SES is revoked and deleted at buyer ERP, SAP Business Network receives the SES version with the status as canceled.
10. SAP Business Network then sends this status to the supplier network through SAP Integration Suite, managed gateway for spend management and SAP Business Network.
11. SAP Business Network sends the new revised service entry sheet to the buyer ERP for approval.
12. After the buyer approves the service entry sheet, an invoice is generated for the revised service entry sheet and is sent for further processing.

Enable 4R2 Service Procurement Process for Standard Account Suppliers

Business Details

Currently, when SAP Fieldglass sends a Service Entry Sheet (SES), SAP Integration Suite, managed gateway for spend management and SAP Business Network processes and routes it to the SAP Business Network supplier account. However, this routing is designed for enterprise supplier accounts, and not for standard supplier accounts.

As a result, the SES is sent as a transactional document to the supplier's account, bypassing the SAP Business Network buyer account. This behavior requires that the SAP Business Network supplier account is SAP Integration Suite, managed gateway for spend management and SAP Business Network-enabled, which is technically only supported for enterprise accounts. Standard supplier accounts do not have access to those features.

This limitation blocks standard account suppliers from using the 4R2 integration, which relies on SAP Integration Suite, managed gateway for spend management and SAP Business Network for SES delivery.

Now, SAP Business Network is configured to consume SES documents sent by SAP Fieldglass using SAP Integration Suite, managed gateway for spend management and SAP Business Network, regardless of the supplier's account type, whether it is standard or enterprise. This ensures that all suppliers can participate in the 4R2 integration.

Implementation Details

General Prerequisites

Ensure that Fieldglass is configured to send SES documents through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Configuration

SAP Business Network is now configured to consume SES documents sent by SAP Fieldglass using SAP Integration Suite, managed gateway for spend management and SAP Business Network, regardless of the supplier's account type, whether it is standard or enterprise.

Technical Details

Product	SAP Business Network
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NP-57779

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Account Linking in NextGen

Account Linking in SAP Business Network consolidates multiple organizational accounts into parent-child hierarchies, streamlining service management, unified billing, synchronized subscriptions, and controlled visibility. Use it to reduce administrative overhead, improve data consistency, and simplify access across teams.

Business Details

In SAP Business Network, users or members of the same organization often create multiple accounts for various reasons. Sometimes, users forget they have already registered and sign up again, while different departments or teams may create separate accounts for each member within the same organization. Additionally, accounts are often registered under different emails, usernames, or roles (such as individual and team accounts). These duplicate accounts lead to fragmented user data, increased administrative overhead, and other challenges for both users and the platform.

> **Note**
>
> Suppliers from any Data Centre can now establish parent-child relationships with suppliers from any other centre. For example: Suppliers from KSA can now establish a parent-child relationship with the suppliers in the US.

This feature enables users to identify multiple accounts linked to the same organization or individual.

Linking to a Child Account [page 158]

Account Linking

If you have multiple SAP Business Network accounts, you might benefit from setting up an account linking as Parent and Child accounts.

Account Linking benefits include the following:

- One individual can handle service management tasks for the entire organization, saving time and effort.
- The administrator for the parent account can align the subscription terms for all subsidiaries' services to start and end on the same date, so that all subscription expirations and renewals occur at the same time. Realignment can occur whether or not subsidiary accounts have already subscribed to services on their own.
- The administrator for the parent account can pay for all subsidiaries' subscriptions in a single payment.
- **The administrator of the Parent account** has **Child Account Access** permissions which enable users to automatically sign on to a child account without having to enter a user name and password.

In addition to these benefits, you can also control the visibility of your accounts to potential business partners. By default, both the parent and child accounts are visible to potential business partners when they perform a search for you on SAP Business Network. However, you can control the visibility of your child accounts by configuring the **Allow buyer organizations to search this account** setting. When this setting is enabled, business partners can search for both parent and child accounts on SAP Business Network. When this setting is unchecked, business partners can search and view only the parent accounts on SAP Business Network.

> **Note**
>
> You cannot create an account hierarchy in your test account.

Service Management in Account Linking

The administrator for a parent account can work with SAP Business Network Customer Support to manage services for child accounts. This includes subscribing to, updating, renewing, and canceling services on behalf of the child accounts.

The parent account administrator can view the status of each child account's subscriptions in the **Service Subscriptions My Subsidiaries' Services** section of the parent account.

> **Note**
>
> The **My Subsidiaries' Services** section appears on the **Service Subscriptions** page only if you are the parent account administrator. If an administrator chooses to align subscription terms for multiple child accounts, and one or more of the child accounts have already subscribed to services on their own, the SAP Business Network Customer Support team cancels the existing subscriptions and begins a new subscription on the date specified by the parent account administrator.

Linking to a Child Account [page 158]

Recommended Accounts [page 158]

Connected Accounts [page 161]

Roles and Permission [page 162]

Technical Details

Product	SAP Business Network
Line of Business	Service
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NS-62741
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Linking to a Child Account

If you administer both the parent account and the subsidiary account you want to link, use this procedure to establish the link without requiring confirmation from the subsidiary account, reducing the maintenance needed for updating duplicated accounts.

Prerequisites

The **Account Hierarchy Administration** permission allows users to manage links to child accounts and sign on to child accounts without a user name and password. The **Child Account Access** permission enables a user to sign on to child accounts.

Context

You can create a parent-child account Linking in SAP Business Network, one parent account linked to any number of child accounts. This allows the administrator for the parent account in the hierarchy to manage services not only for that account, but also for the child accounts in the hierarchy.

The following terms apply to account hierarchies:

- The parent account is the topmost account in the hierarchy and has one or more child accounts.
- A child account , or subsidiary account, has one parent account.
- An independent account has no parent or child accounts.

Procedure

1. Go to **Settings** > **Account Administration**.
2. You can use the following options for account linking.
    - Recommended Accounts [page 158]: Displays accounts that correspond to the user's profile for linking, while also allowing users to search for a specific account if desired.
    - Manage Account Requests [page 160]: Users have the option to approve or reject the requests.
    - Connected Accounts [page 161]: The user is able to see all linked organizations and manage them.

Recommended Accounts

Use **Recommended Accounts** to link and view matching accounts. Search for specific accounts and initiate link requests. This option allows users to easily manage and link accounts that correspond to their profile, streamlining the account administration process.

Context

On the **Recommended accounts** > **Open Advanced Search** page, you have the ability:

- to search for a specific account Company name, BNOID, ANOID, and more.
- to view the public profile before initiating the link (if the account is already a parent/child of another account, request cannot be initiated)

> **Note**
>
> Child accounts cannot view this page and child account users cannot send requests for another account.

Procedure

1. Go to **Settings** > **Account Administration**.
2. Click **Recommended Accounts**.

   This option displays accounts that correspond to the user's profile for linking, while also allowing users to search for a specific account if desired.
3. On the **Recommended Accounts** page, click **Open Advanced Search**.
4. Add the required details in the **Advanced Search** popup and click **Go**.
5. Select the accounts that you wish to link from the **Accounts** section and click **Link**.

   The **Link As My Child Account** page appears on your screen.
6. On the **Send Request to Administrator** tab, add the required details in the following mentioned fields and click **Next**.
   - **Reason for Linkage**
   - **Your Comments**
7. Review the details in the **Link Company Profile** tab, select the consent checkbox and click **Next**.
8. On the **Review** tab, check all the added details and click **Submit**.

   Your request to link the child account has been successfully initiated. An email is sent to the initiated organization for further action. To track this process, you can select **Go to Manage Account Requests** to view and monitor the status of your pending requests.

Manage Account Requests

Manage account linking requests on the **Manage Account Requests** page. Use it to easily review and manage pending, approved, and declined account requests. You can approve, reject, or cancel requests, and establish linking between parent and child accounts.

Context

You can view these tabs **Pending**, **Approved**, and **Declined Accounts** on the **Manage Account Requests** page.

- Not a Parent or Child Account:
  - Requestor Account's Pending Page Abilities:
    - View sent requests.
    - View the type of requests sent.
    - Cancel the sent request.
  - Approver Account's Pending Page Abilities:
    - View received requests: If an account receives multiple requests, upon accepting one request, all other pending requests are automatically declined, and the account whose request was accepted becomes the child account.
    - View the requestor's profile before approving.
    - View the request type
    - **Review** or **Cancel** the request by selecting:
      - **Approve**: To approve the account linking request.
      - **Reject**: To reject the account linking request.
      - **Cancel**: To return to the **Pending** requests page.

> **Note**
>
> Once the request is approved, the linking between the parent and child accounts is established.
>
> - Parent and Child Account:
> - - **Manage Account Requests** > **Approved** page, you can view the list of approved requests.
>   - Parent account on **Manage Account Requests** > **Declined** page, you can:
>   - View the declined requests.
>   - Send the child account request again.
>   - Child account on **Manage Account Requests** > **Declined** page, you can view the declined requests.

Procedure

1. Go the **Manage Account Requests**. You view these options in this page:

- **Pending**
- **Approved**
- **Rejected**

2. Click **Pending** to view the list of account linking requests.
3. Click:
   - **Approve**: To approve the account linking request.
   - **Reject**: To reject the account linking request.
   - **cancel**: To return to the **Pending** requests page.

   Based on the action taken, requests are approved and a corresponding email notification is sent to the requestor account, informing them of the decision.

Connected Accounts

Context

On the **Connected Accounts** page, Parent and child accounts have different action types and as an

- Parent accounts user you have the ability:
  - to find linked child accounts.
  - to toggle profile discoverability and Profile linking (synch) for a linked child account.
  - to unlink the child account at any time, provided all validation requirements have been met.
  - to sign (SSO) into the child account and manage it.
  - To the Hierarchy info of the connected accounts
  - to filter linked child accounts by company name and/or SAP Business Network ID.
  - to hide unused or infrequently used columns.
- Child you have the ability:
  - to find linked child accounts.
  - to unlink the Parent account at any time, provided all validation requirements have been met.
  - to the Hierarchy info of the connected accounts
  - to contact admin of the parent organization
  - to hide unused or infrequently used columns.

Results

SAP Business Network displays all the linked accounts in the **Connected Accounts** page.

Profile Linking/Synch: from Parent to Child: You can share a parent account's company profile information with a linked child account. When you share a parent account's company profile information with a linked child account, the parent account's profile overwrites the child account's company profile. This action can be performed while initiating the account link or after the link is established.

After sharing is enabled, the account administrator for the parent account can maintain the company's SAP Business Network public profile for all the child accounts. SAP Business Network displays a read-only **Company Profile** page to child account users when profile sharing is enabled.

The following information is shared between linked company profiles:

.

- Company Name (SAP Business Network directory)
- Company description
- Company logo
- Year founded
- Industry type
- Business type
- Tax ID
- D-U-N-S number
- Physical address (in Latin-based characters)
- Phone and fax numbers
- Social networking profiles
- Standard certifications
- Industries

The following information is not shared between linked company profiles:

- Settings like electronic order and invoice routing
- Users
- Email notification settings
- Customer-requested fields
- Supplier ANID and DUNS
- Contact information
- Customer relationships

Roles and Permission

Account Hierarchy Administration allows users to manage links to child accounts and sign on without a username and password. This is useful for administrators who need to manage multiple accounts and for users who need access to child accounts.

Prerequisites:

- The account must have the Account Hierarchy Administration permission to allow a user to manage links to child accounts and sign on to child accounts without a username and password.
- As the administrator of a parent account, you can automatically sign on to a child account; child users must have the Child Account Access permission to sign on to child accounts.

Table 1: The following table lists the features that are available, depending on your permissions and whether you are in a parent or child account:

User Type	Assigned Permissions	Options Available in Account Hierarchy
Administrator of an independent organization (not a parent or not child organization)	All permissions	Recommended accounts Organization account Manage Account Requests
Sub user of an independent organization (not a parent or not child organization)	**Account Hierarchy Administration**	Recommended accounts Organization account Manage Account Requests
Sub user of an independent organization (not a parent or not child organization)	**Child Account Access**	Organization account
Administrator or user of a parent account	All permissions	Recommended accounts Organization account Manage Account Requests
User of a parent account	**Account Hierarchy Administration**	Recommended accounts Organization account Manage Account Requests
User of a parent account	**Child Account Access**	Organization account: 1. Cannot Unlink and edit profile settings 2. Can SSO
Administrator of a child account	All permissions	Organization account: • No Edit Profile settings • Can contact Admin Manage Account Requests
User of a child account	**Account Hierarchy Administration**	Organization account: • Cannot Edit Profile settings • Can contact Admin Manage Account Requests
User of a child account	**Child Account Access**	No access to all account links related pages
User of a parent account signed on to a child account	**Administrator**	Organization account: • Cannot Edit Profile settings, SSO, contact admin, Unlink, and view information Manage Account Requests

User Type	Assigned Permissions	Options Available in Account Hierarchy
User of a parent account signed on to a child account	**Account Hierarchy Administration**	Organization account: • Cannot Edit Profile settings, SSO, contact admin, Unlink, and view information Manage Account Requests
User of a parent account signed on to a child account	**Child Account Access**	Organization account: • Cannot Edit Profile settings, SSO, contact admin, Unlink, and view information
Sub user	**Not having admin or Account Hierarchy Administration or SSO**	No Access for all these pages: Recommended accounts Organization account Manage Account Requests

Support Inventory Reporting with B2B – EDIFACT INVRPT D.96A

Business Details

This feature introduces support for the **EDIFACT INVRPT D.96A** message in the integration between suppliers and buyers via **Managed Gateway**. Incoming inventory report messages from suppliers are automatically transformed into **ProductReplenishmentMessage (cXML)**, enabling a standardized and automated flow of inventory information.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SBNI-2262
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Related links:

EDIFACT D96A Implementation Guides

Support Self-Billing Invoices with B2B – EDIFACT INVOIC D.96A

Business Details

This feature introduces support for generating self-billing invoices in the EDIFACT INVOIC D.96A format, aligning with the Evaluated Receipt Settlement (ERS) standard.

Benefits

- Ensures that cXML self-billing requests are precisely transformed into EDIFACT-compliant invoices.
- Simplifies business-to-business (B2B) integration, enhancing connectivity and efficiency with trading partners.
- Facilitates the seamless and automated exchange of invoices, reducing manual effort and improving overall transaction efficiency.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SBNI-2375
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

NextGen Discovery Release

Business Details

This feature enhances the SAP Business Network Discovery postings.

- SAP Business Network Discovery for Trading Partner Portal Buyers

- SAP Business Network Discovery for Trading Partner Portal Sellers

> **Note**
>
> This feature will not be available to all customers with the 2511 Release for SAP Business Network. It is planned to be rolled out in phases, with all customers being enabled by December 5th.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	PAY-25168
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Tax Invoicing in Belgium

Business Details

SAP Business Network supports creating and processing of EN-16931 compliant invoices to address relevant Belgian B2B regulations, if the buyer activates this feature. In this case, the UBL invoice issued in SAP Business Network shall constitute as the legal invoice, whereas the cXML file is used only for data transfer and processing purposes.

As per the e-invoice mandate in Belgium, suppliers are recommended to send invoices to buyers through Peppol network. Hence, Belgian invoices must be one of the invoice formats supported by peppol, for example, UBL format. If you as a supplier want to use an alternative invoice format, and do not wish to be a part of peppol network, transmission of invoices is based on mutual agreement between the buyer and the supplier.

The UBL invoice is available under the Attachment(s) section. As the cXML invoice does not constitute as a legal invoice, it will not be digitally signed.

> ### Note
>
> Domestic invoices based on the UBL format is not supported for self-billed invoices.
>
> If **Long Term Archiving** is activated, then the UBL invoice is also archived.

The required SAP Business Network rules such as country-based rules, and default transaction rules are also applicable for Belgium. As a buyer, ensure that the rules are thoroughly checked and applied for the country if you are adding the invoice rules for the first time for Belgium. For more information, see Country/Region-Based Invoice Rules.

Implementation Details

Buyer Tasks

- Enable the rule **Require suppliers to send tax invoice documents** in your SAP Business Network buyer account under **Manage Profile** > **Country-based Invoice Rules** > **General Invoice Rules**. This enables Belgian suppliers to send invoice in UBL format.
- Ensure that you disable the rule **Ignore country-based invoice rules** in your SAP Business Network buyer account under **Manage Profile** > **Default Transaction Rules** > **Invoice Rules** > **General Invoice Rules**. Disabling this rule allows the country-specific rules configured for the country to precede over the default rules configured for your account.
  If you do not enable this rule, the invoice will not be issued in the UBL format. The invoice will be available in the standard cXML format along with the digital signature.

> ### Note
>
> - This rule is not applicable for non-domestic suppliers.

Supplier Tasks

- During invoice creation, navigate to the **Line items** section. If the **Tax rate** is zero rated, then choose the required option for the **Reason for exemption** drop-down list.
- To download and view the invoices sent to the buyers, see Viewing a UBL Invoice [page 170].

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Development
Functional Localization	Localized for Belgium
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NG-8736
Sub Process (Modular Business Process)	n/a
Application Component	n/a
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer Supplier

Related Information

E-Invoice

Viewing a UBL Invoice

Learn to download and view a UBL invoice.

Procedure

1. Sign in to your SAP Business Network supplier account.
2. Choose **Invoices** > **Invoices**. The list of invoices sent to buyers appears.
3. Select the required invoice sent to the Belgian buyer. The **Detail** tab opens by default.
4. Go to the **Attachment(s)** section. The UBL format of the invoice is available as UBL.XML file.
5. Double-click the UBL.XML file to view it. The file is automatically downloaded to your local system.

E-Invoicing Updates for Poland

Business Details

This feature enables inbound flow of invoices for suppliers in Poland. Suppliers in Poland can now submit the invoices that are created in SAP Business Network directly to the Polish tax authority portal, Krajowy System e-Faktur (KSeF). SAP Business Network converts the system readable cXML invoice into the Polish FA xml e-invoice format and sends it to the KSeF portal for validation of the invoice. Only valid FA xml e-invoice from the KSeF portal will be processed in the SAP Business Network system. Buyers will receive the cXML invoice along with the FA xml e-invoice and a PDF version of the invoice as attachments.

As per the Poland tax authority regulations, FA(3) invoice formats will be supported for e-invoicing in Poland for inbound flow of invoices, effective from February 2026. SAP Business Network shall support the transition of FA(2) to FA(3) invoice format from February 2026.

> **⚠ Restriction**
>
> Outbound flow of invoices is applicable only for domestic and cross-border/intra EU transactions.

Implementation Details

Prerequisites

- Buyer Prerequisites
  - You must enable the rule **Require suppliers to send tax invoice documents** under **Manage Profile** > **Configuration** > **Select the Country as Poland** > **Country-based Invoice Rules** > **General Invoice Rules** section in your SAP Business Network buyer account. This rule enables suppliers to send Polish invoices to the KSeF portal.
  - Ensure that you disable the rule **Ignore country-based invoice rules** in your SAP Business Network buyer account under **Account Settings** > **Manage Profile** > **Configuration** > **Default Transaction Rules**. Disabling this rule allows the country-specific rules configured for Poland to precede over the default rules configured for your account on SAP Business Network.
- Supplier Prerequisites
  - You need to have a KSeF registered Tax ID/NIP, and a valid KSeF token. Both these particulars can be obtained in the KSeF portal.
  - You must create a country configuration for your supplier organization in your SAP Business Network supplier account. For more information, see Country Configuration for Suppliers in Poland [page 173]. Invoices created without a maintained country configuration will:
    - Be processed in SAP Business Network if the rule is not enabled by the buyer.
    - Not be processed in SAP Business Network if the rule is is enabled by the buyer. Therefore the invoice will not be sent to the KSeF portal.

Information for Buyers

You can view the FA xml e-invoice under the **Invoice** inbox in your SAP Business Network buyer account.

Information for Suppliers

During invoice creation, note the following points:

- You will be able to enter the tax rate allowed by the KSeF as **Line Level taxes**. Header level taxes are not supported for Polish invoices.
- Once you select the required country configuration, the **Supplier NIP** field under the **Additional Poland Specific Information** section is auto-populated with the Tax ID/NIP entered during the creation of the Legal Profile.
- The **Buyer NIP** field under the **Additional Poland Specific Information** section is auto-populated with the Tax ID/NIP when you select the buyer's address from the **Choose Address Customer** drop-down.

> **Note**
>
> If the FA xml e-invoice fails the validation process in the KSeF portal, then the status of the invoice is available on the invoices's **History** page.

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Development
Functional Localization	Localized for Poland
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NG-9059
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Related Information

Tax Invoicing in Poland for Inbound Invoices

Country Configuration for Suppliers in Poland

Context

Follow the steps to set up the country configuration for suppliers in Poland.

Procedure

1. Log in to your SAP Business Network supplier account.
2. Navigate to **Account Settings** > **Company Profile**.
3. Select **Country Configuration** from the left navigation pane.
4. Choose **Create**.
5. Select the **Country/Region** as **Poland** and the **Company Name**.
6. Choose **Continue**.

   For the selected country and company name, some of the fields are prepopulated. This information is captured from the company details provided under **Additional Entities**.
7. The **Tax Identification Numbers** section displays the tax type and tax ID related information of the supplier organization.
8. In the **Supplier KSeF Registration Information** section, choose the **Registration Type**.
9. If you select the **KSeF Token** type, then enter the token number. If you select the **KSeF certification** type, then upload the certificate.
10. Choose **Create** to complete the configuration process.

    You can also delete the configuration by choosing **Discard Draft**.

Results

The Poland configuration is displayed on the **Country Configuration** entry page. The configuration works when the **Status** column displays as **Accepted**. Once the Poland configuration is in the accepted state, it is recommended to not delete it. If you delete it, then you have to create a Service Now ticket to create country configuration for the same tax details and credentials.

Migration of Buyer and Supplier Preferred Language Settings to NextGen

Business Details

This feature adds a new entitlement, **Preferred Language** in the **Language and Region** page.

Preferred Language is the language used when SAP Ariba sends you configurable notifications. This is different from your web browser's language setting, which controls the user interface and actions you initiate there. If you are the account administrator, then the preferred language setting also controls the section headings and field labels on purchase orders routed through email or fax.

Changes to the User Interface

- **Timezone and Currency** page is renamed to **Language and Region**.
- **Preferred Language** entitlement is added in the **Language and Region** page along with **Preferred Language** and **Preferred Currency** fields.

> **Note**
>
> This feature is exclusively available at the organizational or company level. Only administrators have the permission to modify language settings, while all other users are granted view-only access to the settings page.

Implementation Details

General Prerequisites

You are assigned a role with the **Company Information** permission. See SAP Business Network Permissions.

Business End User Tasks

You can choose your preferred language from the **Account Settings** page.

1. Log in to SAP Business Network.
2. Go to **Settings** > **Account Settings** > **Language and Region**.
3. Click **Edit** and go to the **Preferred Language** dropdown to make changes.
   You can also select your preferred timezone and currency in the **Preferred Timezone** and **Preferred Currency** fields. For more information, see Timezone and Currency Support for Buyers and Suppliers.
4. Once selected, click **Save**.

Updating Your User Account Information

Technical Details

Product	SAP Business Network
Line of Business	Finance
Action	Information
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NP-61450
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Enhancement to Supplier Groups User Interface

Business Details

This feature introduces a new cloud platform for SAP Business Network, a new and simplified user interface to manage supplier groups on SAP Business Network. Previously, buyers had to switch between multiple screens to manage supplier groups. The updated interface now consolidates these actions into a single workflow, enabling users to create a supplier group and assign suppliers within the same screen.

> **Note**
>
> You can only view active suppliers in NextGen supplier groups. Expired suppliers from the previous user interface were not migrated and will not appear in NextGen supplier groups.

On the enhanced **Supplier Group** page, you can perform these tasks:

- Click the **Active groups** tab to view the list of active suppliers.
- Click the **Inactive groups** tab to view the list of deactivated suppliers.

- Create a supplier group.
- Edit Supplier Group
  - Edit the **Name** and **Description** fields
  - Add one or more suppliers to a supplier group
  - Remove one or more suppliers from a supplier group
- Deactivate a supplier group
- Reactivate a supplier group

Changes to the User Interface

- A new **Supplier Group** page is added under the **Supplier Enablement** option.
- This feature removes **Assign Supplier Group** and **Remove from Supplier Group** options from the **Active Relationships** page. You can assign and remove members from a supplier group only via the NextGen **Supplier Group** page. For more information, see Adding Members to an Active Supplier Group [page 814] and Removing Members in an Active Supplier Group [page 814].
- A new **Transactional Settings** button has been added to the top of the **Supplier Group** main page, allowing users to navigate to the legacy **Supplier Group** page in a separate tab. For more information, see Transactional Settings [page 815].

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NP-49710

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Managing Remit To Addresses on Company Profile

Business Details

Suppliers can now manage their Remit To addresses directly under the **Additional Entities** tab of the Company Profile, ensuring consistent and accurate address information across invoicing and payment processes.

This enhancement replaces the previous setup where Remit To addresses were maintained on the **Settlement** page. It consolidates address management within the Company Profile for greater accuracy and consistency.

Changes to the User Interface

Old Experience	New Experience
Remit To addresses were managed on the **Settlement** page: **Account Settings** > **Settings** > **Remittances**	**Remit To** addresses are now managed under the **Additional Entities** tab: **Account Settings** > **Company Profile** > **Additional Entities**
Users could **Create**, **Edit**, and **Delete** Remit To addresses directly on the **Settlement** page.	These buttons have been removed and replaced with: • **Edit Bank Details**: Opens the **Edit Remittance Address / Payment Info** page to configure payment methods and bank details, assign contacts, or mark the address as a factoring service address. • **Go to Additional Entities**: Opens the **Additional Entities** tab in **Company Profile** to create, edit, delete Remit To addresses.
On the **Edit Remittance Address / Payment Info** page, users could edit Remit To address details, assign a contact, designate the address as a factoring service address, or add remittance and banking details..	Remit To address details are now **non-editable** on this page. Users can still assign a contact, designate the address as a factoring service address, or add remittance and banking details. (These actions are not yet supported directly on the **Additional Entities** tab.)

Old Experience	New Experience
No direct link between the **Settlement** page and the **Company Profile**.	Two new navigation buttons have been added: • **Go to Remittances**: Available on the **Additional Entities** page. • **Go to Additional Entities**: Available on the **Settlement** page. These enable seamless navigation between the **Company Profile** and **Settlement** areas.

Implementation Details

Business End User Tasks

Managing Remit To Entities [page 179]

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	SA-55009

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Managing Remit To Entities

A **Remit To** entity represents the supplier location where payments should be sent. It appears on invoices to inform buyers where to remit payment and may include associated bank and remittance details to ensure accurate processing.

Prerequisites

You have the **Company Information** permission. If you're not an admin user, contact your account administrator to request access.

Context

Previously, **Remit To** addresses were managed on the **Settlement** page, accessed via **Account Settings** > **Settings** > **Remittances** on the SAP Business Network portal. Now, address management is handled under **Company Profile** > **Additional Entities**, while payment configuration remains on the **Settlement** page.

Because the functions are split across two areas, direct navigation links are available to help you move between address management and payment configuration as needed.

Procedure

Create a Remit To Address

1. Sign in to your SAP Business Network account.
2. Go to **Account Settings** > **Company Profile** > **Additional Entities**.
3. In the **Additional Entities** table, click **Create**.

4. On the **Create New Additional Entity** page, provide the following information:

   Company and location information:

   - Company (Legal) Name
   - Contact Name
   - Country/Region, City, State, Postal Code
   - Address Lines 1-3

   Network collaboration information:

   - From the **Functions** dropdown, select **Remit To**.
   - (Optional) Select **Make this address default**.

   Identification information

   - Enter an **Internal ID**, which is used to recognize the entity within your organization, such as a company code, address ID, or other internal reference.

5. Click **Create**.

   The entity will now appear in the **Additional Entities** table.

Edit or Delete an Entity

6. To edit or delete an entity, select its row and click **Edit** or **Delete**.

> ### Note
>
> Deleting a **Remit To** entity will also remove the remittance information linked to it.

Add or Update Remittance Information

7. To add or update banking and payment details for the Remit To entity:
   a. On the **Additional Entities** page, click **Go to Remittances** in the top-right corner to open the **Settlement** page.
   b. In the **EFT/Check Remittances** section, select the **Remit To** address you created.
   c. Click **Edit Bank Details** to open the **Edit Remittance Address / Payment Info** page.
   d. On this page, you can:
      - Assign a contact
      - Designate the address as a factory service address
      - Add or update banking and payment method details

      > ### Note
      >
      > These configurations are currently available **only** on the **Settlement** page. Address information must be managed in **Company Profile** > **Additional Entities**.

   e. Click **Save**.

Navigation Tips

8. To help you manage Remit To entities efficiently:
   - From the **Settlement** page, click **Go to Additional Entities** to create or update Remit To addresses.
   - From the **Additional Entities** tab, click **Go to Remittances** to configure payment details.

Supporting Lean Services Procurement Integration between SAP S/4HANA and SAP Business Network Commerce Automation using SAP Integration Suite, managed gateway for spend management and SAP Business Network AddOn

Business Details

This feature supports lean services procurement integration between SAP S/4HANA and SAP Business Network Commerce Automation using the SAP Integration Suite, managed gateway for spend management and SAP Business Network AddOn component, S4CI1. This feature allows buyers and suppliers to exchange all the lean service documents such as service orders, service sheets, and invoices.

As part of this feature, only planned lean services and lean services with item hierarchy are supported.

Implementation Details

General Prerequisites

- You must have the latest add-on component, S4CI1, installed:
  - SAP S/4HANA
    - ARBCI1 10S: SP24
    - S4CI1 100: SP00

  Existing buyers using SAP Integration Suite, managed gateway for spend management and SAP Business Network can install the add-on based on the following criteria:
  - SAP S/4HANA
    - If you are using ARBCI1 10S:
      - Upgrade to the latest version ARBCI1 10S: SP24
      - Install SAP S4CINT 100: SP00

    For information on how to install the add-on, please see Installing and Upgrading the Add-On for SAP ERP and SAP S/4HANA.
    If you are a new customer, ensure that you configure the Managed Gateway for Spend&Network portal. For more information, please see **SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network Installation Guide**.
- You need to use the following versions:
  - SAP S/4HANA 2022 SP05 or higher
  - SAP S/4HANA 2023 SP03 or higher
- To trigger the PO output type when you make changes to a Purchase Order in SAP S/4HANA, the OSS SAP Note 3430273 must be implemented. This note is valid for S4CORE versions 107 through 109.

Configuration

1. Configure the output parameter determination. For more information, please see Setting up Output Parameter Determination [page 183].

2. Configure SOAP service for the **S4CI1** add-on. For more information, please see Configuring SOAMANAGER for Outbound Connection [page 185] and Configuring SOAMANAGER for Inbound Connection [page 191].
3. Edit the WSDL definition files. For more information, please see Editing WSDL Definition Files [page 193].
4. Configure the partner profile. For more information, please see Configuring Partner Profile to Trigger IDoc [page 192].
5. Implemented the BAdIs. For more information, please see Implementing BAdI for Supported Transactions [page 197].

Limitations

- The unplanned lean services (enhanced limit service type) are not supported.
- The update operation for a service entry sheet (SES) is not supported.
- Attachments are not supported.

Technical Details

Product	SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Integration
Functional Localization	Not Applicable
Capability	Integration Suite
Component	Not Applicable
Environment	Neo
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	BPI-509
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Configuring SOAMANAGER for Outbound Connection [page 185]
Setting up Output Parameter Determination [page 183]
Configuring SOAMANAGER for Inbound Connection [page 191]
Editing WSDL Definition Files [page 193]

Setting up Output Parameter Determination

This procedure describes how to set up the output parameter determination settings for the purchase order business document.

Prerequisites

- To use the settings of SAP S/4HANA output management, the files containing the BRFplus settings need to be uploaded to the SAP S/4HANA system. For more information about the download of the BRFplus ZIP files, refer to the SAP Note 2248229 . After implementing the SAP Note, perform the following procedure:
  1. Run the transaction `BRFPlus`.
  2. Under **Repository**, search for **`OPD_EF_PURCHASE_ORDER`**.
  3. Expand the `OPD_EF_PURCHASE_ORDER` node.
  4. Expand the `Data Object` node and then the `Structure` node.
  5. Click **Structure: S_APPL_PARAMETERS**.
  6. Click **Refresh Binding** under **Define Data Binding**. The **Item Category** and **Product Type Group** appears.
  7. Click **Activate**.
- Run the transaction code SPRO and navigate to **SAP Reference IMG** > **Cross-Application Components** > **Output Control** > **Manage Application Object Type Activation**. Maintain **Application Object Type** status to **1 Application Active** for purchase order.

Procedure

1. Run the transaction `OPD`.
   The **Output Parameter Determination** screen is displayed.
2. In the **Select Business Rules** section, enter the following data:
   - **Show Rules for**: From the dropdown list, select **Purchase Order**.
   - **Determination Step**: From the dropdown list, select **Output Type**.

   After a short processing time, all details are displayed in the Maintain Business Rules section.
3. In the **Maintain Business Rules** section, choose **Edit**.
4. In the **Table Contents** section, choose the icon to insert new row.
   A new row is automatically inserted with the next higher row number in the # column.
5. In the newly inserted row, for each column, use the dropdown list, and choose **Direct Value Input** to enter the following data:
   - **Output Type**: S4CINT_PURCHASE_ORDER (Purchase Order)
   - **Dispatch Time**: 1
6. In the **Maintain Business Rules** section, choose **Activate** (Ctrl + A).
   The **Confirm Activation** pop-up window is displayed
7. To confirm the activation of the output type, choose **Yes**.
   The system message `Objects saved and activated` is displayed.
8. In the **Select Business Rules** section, enter the following data:
   - **Show Rules for**: From the dropdown list, select **Purchase Order**.
   - **Determination Step**: From the dropdown list, select **Receiver**.

   After a short processing time, all details are displayed in the **Maintain Business Rules** section.
9. Choose **Edit**.
10. In the **Table Contents** section, choose the icon to insert new row.
    A new row is automatically inserted with the next higher row number in the # column.
11. In the newly inserted row, for each column, use the dropdown list, and choose **Direct Value Input** to enter the following data:
    - **Output Type**: S4CINT_PURCHASE_ORDER
    - **Role**: LF
    - **Exclusive Indicator**: - (false)
12. In the **Maintain Business Rules** section, choose **Activate** (Ctrl + A).
    The system message `Objects saved and activated` is displayed.
13. In the **Select Business Rules** section, enter the following data:
    - **Show Rules for**: From the dropdown list, select **Purchase Order**.
    - **Determination Step**: From the dropdown list, select **Channel**.

    After a short processing time, all details are displayed in the **Maintain Business Rules** section.
14. Click **Edit**.
15. Choose **Table Settings**.
16. Click **Insert Column** under **Condition** .
17. Under the **From Context Data Objects** option, select the **Item Category** and **Product Type Group** fields and click **OK**.

18. In the **Table Contents** section, choose the icon to insert new row.
    A new row is automatically inserted with the next higher row number in the # column.
19. In the newly inserted row, for each column, use the dropdown list, and choose **Direct Value Input** to enter the following data for the proxy output type:
    - **Output Type**: S4CINT_PURCHASE_ORDER (Purchase Order)
    - **Role**: LF
    - **Channel**: EDI (EDI)
    - **Item Category**: Enter **O**(Standard), **A**(Enhanced Limit)
    - **Product Type Group**: Enter **1**(Material), **2**(Service)
20. In the newly inserted row, for each column, use the dropdown list, and choose **Direct Value Input** to enter the following data for the IDoc output type:
    - **Output Type**: S4CINT_PURCHASE_ORDER (Purchase Order)
    - **Role**: LF
    - **Channel**: IDOC (IDOC)
    - **Item Category**: Enter **9**(Service), **1**(Limit)
    - **Product Type Group**: Enter Space.
21. In the **Maintain Business Rules** section, choose **Activate** (Ctrl + A).
    The system message `Objects saved and activated` is displayed.
22. In the **Select Business Rules** section, enter the following data:
    - **Show Rules for**: From the dropdown list, select **Purchase Order**.
    - **Determination Step**: From the dropdown list, select **Output Relevance**.

    After a short processing time, all details are displayed in the **Maintain Business Rules** section.
23. Choose **Edit**.
24. In the **Table Contents** section, choose the icon to insert new row.
    A new row is automatically inserted with the next higher row number in the # column.
25. In the newly inserted row, for each column, use the dropdown list, and choose **Direct Value Input** to enter the following data:
    - **Output Type**: S4CINT_PURCHASE_ORDER (Purchase Order)
    - **Relevance Indicator**: X (true)
26. In the **Maintain Business Rules** section, choose **Activate** (Ctrl + A).
    The system message `Objects saved and activated` is displayed.

Configuring SOAMANAGER for Outbound Connection

Prerequisites

- Ensure that the proxies are configured.
- Ensure the you've edited the WSDL definition files. For more information, please see Editing WSDL Definition Files [page 193].

- Define mapping of external system and logical port for outbound services for SES as follows:
  1. Log on to the SAP GUI in the SAP S/4HANA Cloud Private Edition system.
  2. Run the transaction **SPRO**, and choose **SAP Reference IMG**.
  3. Choose **Integration with Other SAP Components** > **SAP Ariba Integration (SOAP)** > **Integration with SAP Business Network** > **Document-Specific Settings** > **Basic Settings** > **Define Communication Systems for Outbound Messages**.
  4. Choose **New Entries** and enter the following data:

External System ID	Proxy Class of Logical Port	Logical Port
`<ANID of buyer system e.g.: AN02005439245-T>`	`CO_MMPUR_SES_STATUS_NOTIF_OUT`	`<SERVICEENTRYSHEET_LP>`

  5. Choose **Next** > **Finish**.

Context

Use this procedure to configure the transaction code SOAMANAGER to connect with the SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Procedure

1. Run the transaction SOAMANAGER.
2. Creating configuration profile
   a. Navigate to **Technical Administration** > **Profiles** tab.
   The **Profiles** screen with an overview of configuration profiles is displayed.
   b. On the **Profiles** screen, choose **Create Profile**.
   c. Enter a name, and a description for the new configuration profile and choose **Next**.
   The **Enter Security Settings** screen is displayed.
   d. Enter the following information according to your business requirement:
      - **Transport Level Security**: None
      - **Message Level Security**: None
      - **Authentication Method: Transport Channel Authentication**: User ID/Password
   e. Choose **Next**.
   The **Enter Transport Settings** screen is displayed.
   f. Enter the following information:
      - **Transport Binding Type**: SOAP 1.1
      - **Optimized XML Transfer**: MTOM
      - **IBC Determination Type**: No IBC Determination
   g. Choose **Finish**.
   The **SOA Management** dialog box is displayed.

h. In the **SOA Management** dialog box, you're asked if you want to activate this configuration profile immediately. Choose **Yes**.
The configuration profile is now active and assigned a version number.

3. Creating provider systems

a. Navigate to **Technical Administration** > **Provider Systems**.
The **Provider Systems** screen is displayed.

b. Navigate to **Create Special** > **Create Third Party System**.
The **Enter Provider System name and Profile name** screen is displayed.

c. Enter the following information according to your business requirement:

- **Provider System-Name**: `CIG_S4CINT`
- **Profile Name**: Select the configuration profile name from the dropdown list that you've created in the previous steps.

d. Choose **Next**.

e. On the **Enter credentials to access service metadata like WSDL and WSIL on current system** screen, select the **Basic authentication** radio button and enter the following data according to your business requirements:

- **WSIL Service - User for WSIL**: <User for WSIL>
- **WSIL Service - Password for WSIL**: <Password for WSIL>
- **WSIL Documents - Use WSIL user**: Select the checkbox.

f. To check whether the name and password are correct, choose **Check**.

g. Choose **Finish**.
The provider system is created. By default, a provider system is inactive. A dialog box is displayed. In the dialog box, don't activate the provider system yet.

h. Select your provider system and choose **Edit**.

i. Navigate to **WSDL assignment** tab and choose **Upload**.

j. Choose the WSDL definition file for the proxy that you've created and choose **Next**.

k. Select **Service:service**.

l. Choose **Next** > **Next** > **Confirm**.

m. Now you can activate the provider system.

4. Creating logon data management.

a. Navigate to **Service Administration** > **Logon Data Management**.
The **Logon Data Management** screen is displayed.

b. Choose **Create** on the **Maintenance** tab.

c. On the **Enter type, name, and description for logon data** screen, enter the following information according to your business requirement:

- **Logon Data Name**: `CIG_S4CINT`
- **Description**: Enter the description

d. Choose **Next**.
The **Select an authentication method and specify details if needed** screen is displayed.

e. Enter the following information:

- SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network
  - **Authentication Method**: User/Password or X.509
  - **User Name**: Enter the P-user name.
  - **Password**: Enter the P-user password.

- **Confirm Password**: Confirm the P-user password.

f. Choose **Next** > **Finish**.
The **SOA Management** dialog box is displayed.

g. In the SOA Management dialog box, you're asked if you want to activate this logon data immediately. Choose **Yes**.
The logon data is now active.

5. Creating local integration scenario configuration.

a. Navigate to **Service Administration** > **Local Integration Scenario Configuration**.
The **Integration Scenario Configuration** screen is displayed

b. Choose **Create**.
The **Enter Business Scenario Type, Name and Description** screen is displayed.

c. Enter the following information according to your business requirement:

- **Name**: **`CIG_S4CINT`**
- **Description**: Description

d. Choose **Next** > **Next**.
The **Select service groups and assign IBC references in provider systems** screen is displayed.

e. Choose **Add**.

f. In the **Add consumer** dialog box, enter **Object Name**: **`S4CINT_PO_SRV_GRP`** as search criteria and choose **Search**.

g. In the search result list, select the corresponding object. Choose **OK**.

h. Select the service group and choose **Assign IBC Reference**.
The **Assign Provider IBC Reference** dialog box is displayed.

i. Search for the scenario name you created, **`CIG_S4CINT`**. Choose **Assign to Service Group**.

j. Choose **Next**.
The **Logon Data Assignment** screen is displayed.

k. Select the logn data you created in the previous step, in the **Logon Data** column.

l. Choose **Finish**.
The **SOA Management** dialog box is displayed.

m. In the **SOA Management** dialog box, you're asked if you want to activate this integration scenario immediately. Choose **Yes**.
The local integration scenario configuration is now active.

6. Processing Pending Tasks.

a. Navigate to the **Service Administration** tab.

b. Choose **Pending Tasks**.
The **Pending Tasks** screen is displayed.

c. Choose **Rebuild List** > **Process List**.
The **SOA Management** dialog box is displayed along with the system message `Pending Tasks were processed`.

7. Creating logical determination for receiver using service groups.

a. Navigate to the **Service Administration** tab.

b. Choose **Logical Determination of Receiver Using Service Groups**.
The **Service group maintained for Logical Receiver Determination** screen is displayed.

c. Choose **Create**.

d. In the **Service Group** field, enter **`S4CINT_PO_SRV_GRP`**.

e. In the **Provider IBC Reference** field, enter the provider system name you created before, for example **`CIG_S4CINT`**.
f. Choose **Next**.
g. In the **Document Type** field, enter **`RSI`**.
h. Choose **Create New Routing**.
i. Choose **Finish**.
The created routing is displayed.
j. Choose **Save**.
k. Use the provider system name you created, and enter the following data:
   - **BusinessPartner**: Enter your supplier number.

> ### Example
> - **BusinessPartner**: **`10300080`** (Enter your supplier number)

8. Creating fallback logical port.
   a. Navigate to **Service Administration** > **Web Service Configuration**.
   The **Web Service Configuration** screen is displayed.
   b. Enter the following search criteria on the **Design Time Object Search** tab:
      - **Object Type**: Select **Consumer Proxy** from the dropdown list.
      - **Object Name**: **`CO_S4CINT_PURCHASE_ORDER_OUT`**
   c. Click **Search**.
   d. In the search result table, select the entry in the **Internal Name** column.
   The **Details of Consumer Proxy: CO_S4CINT_PURCHASE_ORDER_OUT** screen is displayed.
   e. In the **Define Logical Ports** section, choose **Create Manual Configuration**.
   The **New Manual Configuration of Logical Port Consumer Proxy 'CO_S4CINT_PURCHASE_ORDER_OUT'** screen is displayed.
   f. Enter the following information:
      - **Logical Port Name**: Enter the logical port name.
      - **Description**: Description
   g. Choose **Next**.
   h. On the **Consumer Security** tab, enter the information according to your business requirements:
      - **Authentication Settings**: User ID/ Password
      - **User ID/Password**: Enter the P-username and password
   i. Choose **Next**.
   j. In the **URL Access Path** section, choose **Complete URL**.
   k. Enter the URL depending on which environment you want to connect to. For more information, please see URL details [page 194].
   l. Choose **Next**.
   m. In the **Transport Binding** section, choose **MTOM** as **Optimized XML Transfer**. Keep the other parameters as they are.
   n. Choose **Next**.
   o. Enter the following data:
      - **RM Protocol**: **`SAP RM`**
      - **Message ID Protocol**: **`Suppress ID Transfer`**
   p. Keep the other parameters as they are. Choose **Next** twice.

q. Choose **Finish**.
r. Navigate to **Define Logical Ports** screen.
s. Select the logical port you just created and choose **Set Log. Port Default**.
The **Logical Port is Default** field value is set to true.

9. Creating logical port for **ServiceEntrySheetStsNotif_Out** to send response:
   a. Navigate to **Service Administration** > **Web Service Configuration**.
   The **Web Service Configuration** screen is displayed.
   b. Enter the following search criteria on the **Design Time Object Search** tab:
      - **Object Type**: Select **Consumer Proxy** from the dropdown list.
      - **Object Name**: `CO_MMPUR_SES_STATUS_NOTIF_OUT`
   c. Click **Search**.
   d. In the search result table, select the entry in the **Internal Name** column.
   The **Details of Consumer Proxy: CO_MMPUR_SES_STATUS_NOTIF_OUT** screen is displayed.
   e. In the **Define Logical Ports** section, choose **Create Manual Configuration**.
   The **New Manual Configuration of Logical Port Consumer Proxy 'CO_MMPUR_SES_STATUS_NOTIF_OUT'** screen is displayed.
   f. Enter the following information:
      - **Logical Port Name**: Enter the logical port name.
      - **Description**: Description
   g. Choose **Next**.
   h. On the **Consumer Security** tab, enter the information according to your business requirements:
      - **Authentication Settings**: X.509 SSL Client Certificate
      - **SSL Client PSE of transaction STRUST (section X.509 SSL Client PSE)**: Enter the SSL Client PSE
   i. In the **URL Access Path** section, choose **Complete URL**.
   j. Enter the URL depending on which environment you want to connect to. For more information, please see URL details [page 194].
   k. Choose **Next**.
   l. In the **Transport Binding** section, choose **MTOM** as **Optimized XML Transfer**. Keep the other parameters as they are.
   m. Choose **Next**.
   n. Enter the following data:
      - **RM Protocol**: `SAP RM`
      - **Message ID Protocol**: `WS-A Message ID`
   o. Keep the other parameters as they are. Choose **Next** twice.
   p. Choose **Finish**.

Configuring SOAMANAGER for Inbound Connection

Context

Use this procedure to configure the transaction code `SOAMANAGER` to connect with SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Procedure

1. Run the transaction code `SOAMANAGER`.
2. Navigate to **Service Administration** > **Web Service Configuration**.
   The **Web Service Configuration** screen is displayed.
3. Enter the following search criteria on the **Design Time Object Search** tab:
   - **Object Type**: Select **Service Definition** from the dropdown list.
   - **Object Name**: **`SERVICEENTRYSHEETREQUEST_ASYN1`**
4. Click **Search**.
5. In the search result table, select the entry in the **Service/Binding** column.
   The **Details of Service Definition: SERVICEENTRYSHEETREQUEST_ASYN1** screen is displayed.
6. In the **Define Services and Bindings** section, choose **Create Service**.
   The **Configuration of New Binding for Service Definition SERVICEENTRYSHEETREQUEST_ASYN1**screen is displayed.
7. On the **Service and Binding Name** section, enter the following information:
   - Under **Service Information**:
     - **Service Name**: Enter **`SERVICEENTRYSHEETREQUEST_ASYN1`**.
     - **Service Description Text**: Enter the description
   - Under **Binding Information**:
     - **New Binding Name**: Enter **`SERVICEENTRYSHEETREQUEST_ASYN1`**.
8. Choose **Next**.
9. On the **Provider Security** tab, choose the following values:
   - **Transport Level Security**: **SSL (https)**
   - **Message Level Security**: **None**
   - **Transport Channel Authentication**: **User ID/Password**
10. Keep the other parameter values as they are. Choose **Next**.
11. On the **SOAP Protocol** tab, enter the following values as per your business requirement:
    - **Alternative Access URL**: **`/sap/bc/srt/xip/arba/serviceentrysheetrequest_asyn1/<SAP ERP or SAP S/4HANA system clientID>`**
    - **Calculated Access URL**: **`/sap/bc/srt/xip/sap/serviceentrysheetrequest_asyn1/<SAP ERP or SAP S/4HANA system clientID>/serviceentrysheetrequest_asyn1/serviceentrysheetrequest_asyn1`**

12. Choose **Next**.
13. Repeat Step 1 and Step 2.
14. Enter the following search criteria on the **Design Time Object Search** tab:
    - **Object Type**: Select **Service Definition** from the dropdown list.
    - **Object Name**: `INVOICEREQUEST_ASYNC_IN`
15. Click **Search**.
16. In the search result table, select the entry in the **Service/Binding** column.
    The **Details of Service Definition: INVOICEREQUEST_ASYNC_IN** screen is displayed.
17. In the **Define Services and Bindings** section, choose **Create Service**.
    The **Configuration of New Binding for Service Definition INVOICEREQUEST_ASYNC_IN**screen is displayed.
18. On the **Service and Binding Name** section, enter the following information:
    - Under **Service Information**:
      - **Service Name**: Enter `INVOICEREQUEST_ASYNC_IN`.
      - **Service Description Text**: Enter the description
    - Under **Binding Information**:
      - **New Binding Name**: Enter `INVOICEREQUEST_ASYNC_IN`.
19. Choose **Next**.
20. On the **Provider Security** tab, choose the following values:
    - **Transport Level Security**: **SSL (https)**
    - **Message Level Security**: **None**
    - **Transport Channel Authentication**: **User ID/Password**
21. Keep the other parameter values as they are. Choose **Next**.
22. On the **SOAP Protocol**tab, enter the following values as per your business requirement:
    - **Alternative Access URL**: `/sap/bc/srt/xip/arba/invoicerequest_async_in/<SAP ERP or SAP S/4HANA system clientID>`
    - **Calculated Access URL**: `/sap/bc/srt/xip/sap/invoicerequest_async_in/<SAP ERP or SAP S/4HANA system clientID>/invoicerequest_async_in/invoicerequest_async_in`
23. Choose **Next**.
24. Keep the other parameters as they are. Choose **Next** twice.
25. Choose **Finish** to save and activate the changes.

Configuring Partner Profile to Trigger IDoc

Context

Perform the following steps to trigger IDoc.

Procedure

1. Run the transaction code `WE20`.
2. Navigate to **Partner Profile** > **Partner Type LI**.
3. Enter values for the following parameters:
   - **Partner No.**: Select the required vendor.
   - **Partn.Type**: Enter `LI`.
4. Click **Save**.
   The entered partner number is now listed under **Partner type LI**.
5. Double-click the partner number listed under **Partner type LI** and then click **Create outbound parameter**.
   The **Partner profiles: Outbound parameters** screen appears.
6. Enter the following information:

Message Type	Receiver port	Transfer IDoc immediately	Basic Type
`ORDERS`	`CIGPORT`, for example	Select the option.	`ARBCIG_ORDERS`

7. Click **Save**.

Editing WSDL Definition Files

Prerequisites

Ensure that you have downloaded the WSDL definition file and saved it locally.

Context

This procedure describes how to edit the WSDL definition file for several service consumer.

Procedure

1. Open the locally stored WSDL definition file for the `PurchaseOrderRequest_Async_Out`service consumer in a XML editor of your choice, for example, Notepad++.
2. Add the following text in front of the last tag `</wsdl: definitions>`:

Sample Code

```
<wsdl:binding name="binding" type="tns:PurchaseOrderRequest_Async_Out">
```

```
 <soap:binding style="document" transport="http://schemas.xmlsoap.org/soap/
http"/>
 <wsdl:operation name="PurchaseOrderRequest_Async_Out">
 <soap:operation soapAction="http://sap.com/xi/EDI/Buyer/
PurchaseOrderRequest_Async_Out/PurchaseOrderRequest_Async_Out"
style="document"/>
 </wsdl:operation>
</wsdl:binding>
<wsdl:service name="service">
 <wsdl:port name="binding" binding="tns:binding">
 <soap:address location="<!--Add the correct address location value
according to your settings.-"/>
 </wsdl:port>
</wsdl:service>
```

> **Note**
>
> Be aware to add the correct address location value for the `<soap:address location=""/>`according to your settings.

3. Enter the following URL depending on the environment to which you want to connect to:

Environment	URL	Comments
SAP Integration Suite, managed gateway for spend management and SAP Business Network - Quality system	**European Union (EU) Data Center** **https://test-integration.eu.managedgateway.cloud.sap/cxf/receiveS4SOAP** **North America (NA) Data Center** **https://test-integration.us.managedgateway.cloud.sap/cxf/receiveS4SOAP** **China (CN) Data Center** **https://test-integration.managedgateway.sapcloud.cn/cxf/receiveS4SOAP** **Kingdom of Saudi Arabia (KSA) Data Center** **https://test-integration.ksa.managedgateway.cloud.sap/cxf/receiveS4SOAP** **United Arab Emirates (UAE) Data Center** **https://test-integration.uae.managedgateway.cloud.sap/cxf/receiveS4SOAP**	

Environment	URL	Comments
SAP Integration Suite, managed gateway for spend management and SAP Business Network - Production system	**European Union (EU) Data Center** **`https://integration.eu.managedgateway.cloud.sap/cxf/receiveS4SOAP`** **North America (NA) Data Center** **`https://integration.us.managedgateway.cloud.sap/cxf/receiveS4SOAP`** **China (CN) Data Center** **`https://integration.managedgateway.sapcloud.cn/cxf/receiveS4SOAP`** **Kingdom of Saudi Arabia (KSA) Data Center** **`https://integration.ksa.managedgateway.cloud.sap/cxf/receiveS4SOAP`** **United Arab Emirates (UAE) Data Center** **`https://integration.uae.managedgateway.cloud.sap/cxf/receiveS4SOAP`**	
SAP Cloud Integration Environment	**`https://<your SAP Cloud Integration Hostname>/cxf/receiveS4SOAP`**	**Note** This URL is the endpoint of the corresponding iFlow that has been deployed on your SAP Cloud Integration. For more information, refer to SAP Note 3065371.

4. Save the file.

Implementing BAdI for Supported Transactions

Context

To implement BAdI for supported transactions while configuring lean services procurement integration between SAP S/4HANA and SAP Business Network Commerce Automation using AddOn, perform the following steps:

Procedure

Implement the BAdI. For more information about implementing a BAdI, see How to Implement a BAdI.

All the BAdIs supported for SAP Ariba Procurement solutions transactions are listed under **Business Add-Ins (BAdIs)**.

Transaction	BAdI	Description	Method
Lean Purchase Order	`S4CINT_PURCHASEORDER_OUT`	Use this BAdI to enhance or modify data for the lean purchase order before or after sending the message to SAP Business Network Commerce Automation.	• PRE_PROCESSING_PURCHASEORDER : This method is called before processing of purchase order data integration with SAP Business Network Commerce Automation. • POST_PROCESSING_PURCHASEORDER : This method is called after processing of purchase order data integration with SAP Business Network Commerce Automation.

Transaction	BAdI	Description	Method
Lean Service Entry Sheet	S4CINT_ES_SES_CREATE	Use this BAdI for processing enhanced or modified data for the lean service entry sheet before or after creation, which receives the message from SAP Business Network Commerce Automation.	• PREPROCESSING_SES_CREATE: To pre-process SES create. • POSTPROCESSING_SES_CREATE: To modify SES create data after posting it. • PREPROCESSING_ACC_ASSIGNMENT: To pre-process account assignment changes. • POSTPROCESSING_ACC_ASSIGNMENT: To modify account assignment data after posting it. • POSTPROCESSED_SES_DELETE: To modify data after SES deletion.
Incoming Lean Invoice	S4CINT_INVOICE_IN	Use this BAdI for processing to enhance or modify data for the lean invoice before or after creation, which receives the message from SAP Business Network Commerce Automation.	• PRE_PROCESSING_INVOICE : This method is called before processing of invoice data integration with SAP Business Network Commerce Automation. • POST_PROCESSING_INVOICE : This method is called after processing of invoice data integration with SAP Business Network Commerce Automation.

SAP Business Network for Supply Chain

NextGen SAP Business Network Settings Page

Business Details

All user settings of trading partners on SAP Business Network are consolidated into the new **Settings** page. The new **Settings** page has all the user settings from legacy **Manage Profile** and **Settings** menu.

The user settings on SAP Business Network has been updated to provide a more consistent navigation experience across all trading partners. The new page improves visibility and usability of profile, system, and account settings on SAP Business Network.

The new consolidated **Settings** page organizes account configuration options into categories such as **User Preferences**, **Account Administration**, **Transaction**, **Integration & Document Routing**, **Supply Chain Collaboration**, and **Compliance**.

For more information on the different settings under these categories, see Updated Settings Page on SAP Business Network [page 200].

Technical Details

Product	SAP Business Network
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Workflow
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	NEXTGEN-24183
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Not Applicable

Updated Settings Page on SAP Business Network

All settings are consolidated into the new Settings page.

The **Settings** pages for buyer and suppliers on SAP Business Network are updated with different types of settings organized into different categories.

> **Note**
>
> Please note that not all links may be accessible to every user. Link availability is determined by the specific entitlements assigned to both the user and their organization.

The settings for buyer **Settings** page are:

- **User Preferences**
  - **User Account** - Previously **Personal Information** and **My User Account**
  - **User Notifications & Preferences**
- **Account Administration**
  - **Timezone and Currency** or **Language and Region** - Previously **Locale Settings**
  - **Company Profile**
  - **Company Business Information** - Previously **Company Profile**
  - **Upload Company Logo** - Previously **Company Profile**
  - **Additional Information** - Previously **Company Profile**
  - **Notifications**
  - **Messaging Configuration**
  - **SAP Business Network Discovery Settings**
  - **Generative AI**
  - **Manage Users** - Previously **Users**
  - **Manage Roles** - Previously **Users**
  - **Account Security** - Previously **Users**
  - **Extended Profile Settings and Information**
  - **Manage Business Units**
  - **Analytics Configuration**
  - **Enforce Supplier Password Policy**
  - **Manage Authorization Profiles**
  - **Invoice Status Portal Configuration**
  - **Tax IDs**
- **Transactions**
  - **Default Transaction Rules**
  - **Country-based Invoice Rules**
  - **Catalog Validation Preferences**

    - Master List
    - Supplier Group Rules
    - Individual Supplier Rules
    - Short-Term Invoice Archiving
    - Long-Term Invoice Archiving
    - Currency Precision and Rounding
    - ICS Invoice Rules
    - Supplier Self-Nomination
    - Document Number Preferences
    - External Tax Invoice Rules
    - Payment Profile
    - Ariba Discount Management
    - Payment Integration Toolkit
    - Tax Adjustment Configuration
    - Early Payment Limits
- Integrations
    - System IDs and Endpoints (Document Routing) - Previously Business Application IDs and Endpoints (cXML and OData Setup), Business Application IDs, Business End Points (cXML and OData Setup), cXML Setup
    - Managed Gateway for Spend & Network Setup - Previously SAP Integration Suite managed gateway for spend management and SAP Business Network
    - Content Management System (CMS) Settings
    - API Client ID Configuration
    - SAP FieldGlass Configuration
    - DocuSign Integration Setup
    - Quote Automation
    - Enable Third Party Sites
    - Third Party SSO Service Subscriptions Configuration
    - SAP Field Service Management integration configuration
    - SAP S/4HANA for product sourcing Configuration
    - External Document Service Configuration
    - Ariba Processing Plus
    - Configure External Network Identifiers
    - External System Configuration
- Supply Chain Collaboration
    - Customization – Self Service
    - Planning Settings
    - Quality Settings
    - Manage Handling Unit Profile for Ship Notice
- Compliance
    - Data Deletion Criteria
    - Data Deletion Results
    - Audit Log Standard

    - **Audit Purge**
    - **Audit Log Classic**

The settings for supplier **Settings** page are:

- **User Preferences**
    - **User Account** - Previously **My Account**
    - **User Notifications & Preferences**
- **Account Administration**
    - **Customer Relationships**
    - **Manage Users**
    - **Manage Roles** - Previously **Manage Users**
    - **Account Security** - Previously **Manage Users**
    - **Notifications**
    - **Recommended Accounts**
    - **Manage Account Requests**
    - **Manage Account Email Domains**
    - **Connected Accounts**
    - **Generative AI**
    - **Timezone and Currency**
    - **Language and Region**
    - **Account Hierarchy**
    - **Account Registration**
- **Transactions**
    - **Document Routing** - Previously **Electronic Order Routing**, **Electronic Invoice Routing**
    - **Short-Term Invoice Archiving**
    - **Long-Term Document Archiving**
    - **Automatic Invoice Creation Acceptance**
    - **Accelerated Payments**
    - **Remittances**
- **Integrations**
    - **Application Subscriptions**
    - **Individual Customer Document Routing** - Previously **Customer Relationships**
    - **cXML Setup** - Previously **Electronic Order Routing**
    - **Managed Gateway for Spend & Network Setup**- Previously **Electronic Order Routing**
- **Compliance**
    - **Audit Purge**
    - **Audit Log Classic**
    - **Audit Log Standard**
    - **Data Deletion Criteria**
    - **Data Deletion Results**
    - **Account Type Change Log**

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

Accelerated Release Cycle for SAP Integration Suite, managed gateway for spend management and SAP Business Network Add-On 1.0 for SAP S/4HANA and SAP ECC

Business Details

Starting with the SAP Ariba 2602 release, the release frequency of theSAP Integration Suite, managed gateway for spend management and SAP Business Network AddOn 1.0 is increased to four times a year. This applies to SAP S/4HANA, SAP S/4HANA Cloud Private Edition, and SAP ECC. The AddOn support package will be released in February, May, August, and November, effective from SAP Ariba release 2602. SAP will provide support for all Add-On support packages released within the 12-month period preceding the most recent quarterly Add-On support package. Increased frequency of delivery provides you quick access to latest features, improvements, and compliance enhancements on time, and enables faster adoption.

To benefit from the latest innovations and ensure compliance with support policies, it is recommended that you stay up to date by deploying the latest service pack to your production environments.

This change in release frequency affects the buyer-side add-on, that is SAP Integration Suite, managed gateway for spend management and SAP Business Network Buyer Addon, for SAP ERP and SAP S/4HANA.

This change in release frequency **does not** affect the supplier-side add-on, that is, SAP Integration Suite, managed gateway for spend management and SAP Business Network 1.0 AddOn for SAP ERP Suppliers.

Technical Details

Product	SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration

Functional Localization	Not Applicable
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	BPI-596
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

SAP Note 2400737

APIs

Enhancements to the SAP Ariba SCIM API

Business Details

This feature introduces the following enahncements to the SAP Ariba SCIM API:

- Support for new fields for the SAP variant (`expenseApprovalLimit` and `approvalLimit`)
- Support for Generic variant fields (`approvalLimit`, `expenseApprovalLimit`, `ShippingAddress`, and `purchasingUnit`)
- Support for the following for both variants:
  - Audit logging of user and group changes initiated by the SCIM API.

- `userType` option in the `$filter` parameter.
- New `name` and `description` attributes to uniquely identify groups.
- Custom (flex) fields for the User entity (Common or Partitioned User type) in buying solutions from SAP Ariba for String, Integer, Boolean, and Date custom field types.

Table 2: Newly Supported Business Attributes

Attribute	For Variant	Schema	Type	Description
`expenseApprovalLimit`	SAP Generic	`urn:ietf:params:scim:schemas:extension:sap:ariba:2.0:User`	Complex	The approval limit for the expense type. If the requisition amount exceeds this limit, the user's supervisor is added to the approval flow.
`approvalLimit`	SAP Generic	`urn:ietf:params:scim:schemas:extension:sap:ariba:2.0:User`	Complex	The approval limit for the user. If the requisition amount exceeds this limit, the user's supervisor is added to the approval flow.
`ShippingAddress`	Generic	• `urn:ietf:params:scim:schemas:core:2.0:User` • `urn:ietf:params:scim:schemas:extension:sap:ariba:2.0:User`	Complex	The shipping address of the user.
`purchasingUnit`	Generic	`urn:ietf:params:scim:schemas:extension:sap:ariba:2.0:User`	Complex	The purchasing unit assigned to the user.

The `userType` option in the `$filter` parameter allows you to specify different types of users in the API queries. You can specify the type as enterprise users or supplier users.

Support for custom fields enables you to create, update, delete, or search for users with custom fields corresponding to business attributes specific to your organization. You have to use the custom field name exactly as specified when it was created in the payload for the `POST`, `PUT`, or `PATCH` operation, or in the query filter for the `GET` operation. Custom field names have the format `cus_<flex field name Label>`, for example, `cus_TestField`.

The following example code shows the payload for a `POST`, `PUT`, or `PATCH` operation:

```
"urn:ietf:params:scim:schemas:extension:sap:ariba:2.0:User": {
        "cus_testField1":"testFieldValue1",
        "cus_testField2":"testFieldValue2",
        "approvalLimit": "100",
        "expenseApprovalLimit": "10000",
        "passwordAdapter": "PasswordAdapter1",
        "currency": "EUR",
        "purchasingUnits": [
            {
```

```
                "value": "All",
                "group": "Expense Administrator",
                "$ref": ""
            },
            {
                "value": "All",
                "group": "Budget Approver",
                "$ref": ""
            }
        ]

    },
```

The following example shows a `GET` URL with a custom field in the query filter: `GET /Users?filter=cus_testField eq "testFieldValue"`

For more information on the SAP Ariba SCIM API, see SAP Ariba SCIM API.

Implementation Details

Configuration

This information is for SAP representatives responsible for creating custom fields in SAP Ariba solutions. Custom fields are created for you in your buying solution from SAP Ariba by an SAP representative in the **Service Manager** workspace of the Ariba Administrator. After specifying the label for the custom field they must go to the **Advanced** tab and select the **Field Mapping for Native Integration** checkbox. In the **NativeIntegration** field that appears, enter the value for this parameter in the format `cus_<flex field name Label>` and click **OK**.

Technical Details

Product	SAP Ariba Developer Portal SAP Ariba APIs
Line of Business	Sourcing and Procurement
Action	Innovation
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Development
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14
Reference Number	MDATA-596
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Ariba 2508 Features

General Features

Ability to Load Data Files Using the Data Load API for SAP Spend Control Tower

Business Details

This feature introduces the Data Load API for SAP Spend Control Tower, which enables buyers to upload spend data files. This API can be helpful for buyers that need to load spend data from non-SAP systems, as well as older SAP ECC and SAP S/4HANA systems.

The Data Load API for SAP Spend Control Tower includes the following endpoints:

- `POST /Import` - Upload a spend data file for a specified source system. The maximum file size is 15MB.
- `GET /export/{dataLoadId}/log/error` - Retrieve a log of errors that occured during spend data file uploads.
- `GET /delta-share` - Retrieve a log that lists the changes (or deltas) in uploaded data instead of the entire dataset

Implementation Details

General Prerequisites

You must have obtained the administration URL for the application configuration UI from SAP for Me. For more information, see Provisioning.

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Innovation
Type	New

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SV-606
Sub Process (Modular Business Process)	n/a
Application Component	BNS-ARI-SCT
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer

Related Information

API Guide for SAP Spend Control Tower

Endpoints Included in the Data Load API for SCT

The client application queries these endpoints to upload data, and retrieve error and delta logs.

The Data Load API provides the following endpoints:

Endpoint	Description
Flat File Import: `POST /Import`	Uploads a spend data file for the specified source system. The maximum file size is 15MB.

Endpoint	Description
Export Flat File Error Log: `GET /export/{dataLoadId}/log/error`	Retrieves a log of errors for spend data file uploads.
Delta Share: `GET /delta-share`	Retrieves a log that lists the changes (or deltas) in uploaded data instead of the entire dataset.
Data Load Import: `POST /Import`	Uploads an enriched category or enriched supplier data file for the specified source system. The maximum file size is 15MB.
Export Data Load Error Log: `GET /export/{dataLoadId}/log/error`	Retrieves a log of errors for enriched category or enriched supplier data file uploads.

Response Codes for the Data Load API

The Data Load API returns response codes when you submit POST and GET requests. Use this information to troubleshoot your queries to the Data Load API.

Query	Response Code	Message	Description
`POST /Import`	`200`	`Data was successfully loaded.`	The request was successful. The data was successfully loaded to the source system.
	`403`	`User is not authorized to upload data to the specified source system.`	The request failed. The user is not authorized to upload data to the specified source system.
	`404`	`Entity not found.`	The request failed. The entity was not found.
	`500`	`Internal server error.`	The request failed. This indicates a system error, such as memory or network issues. Try again after some time.
`GET /export/{dataLoadId}/log/error`	`200`	`Retrieves a log listing errors encountered during file imports.`	The request was successful.
	`500`	`Internal server error.`	The request failed. This indicates a system error, such as memory or network issues. Try again after some time.

Query	Response Code	Message	Description
`GET /GET /SourceSystemDataLoad({ID})/log`	`200`	`Retrieved a log that provides only the changes (or deltas) in uploaded data instead of the entire dataset.`	The request was successful. The log was retrieved.
	`403`	`User is not authorized to upload data to the specified source system.`	The request failed. The user is not authorized to upload data to the specified source system.
	`404`	`Deltas in uploaded data not found.`	The request failed. Deltas in uploaded data were not found.

SAP Ariba Strategic Sourcing and Supplier Management

Support for Defence Directive Notices for the TED eForms Portal

Business Details

With this feature, defense directive notices are supported for the TED eForms portal version 1.12 Plus (1.13).

The following defense directive notices are supported:

- Prior information notice used only for information — defence directive
- Prior information notice used to shorten time limits for receipt of tenders — defence directive
- Contract notice — defence directive, standard regime
- Contract award notice — defence directive, standard regime

Changes to the User Interface

The **Associate Public Notice** page in a public sector guided sourcing template lists the notices mentioned in the Description.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled.
- ETendering must be enabled for the eForms portal 1.12 Plus (1.13).
- You must have the SAP Ariba e-tendering add-on for public sector.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PSS-287
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Related Information

Managing Public Procurement Events

Parameter to Hide the Messages Popup

Business Details

This feature introduces a new ICM parameter to hide the **Messages** popup.

The new `Application.AQS.RFX.EnableMessageConversationPopUp` ICM parameter allows administrator users to hide the **Messages** popup. By default, the **Messages** popup is visible.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	PSS-322
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Intelligent Configuration Manager Parameters Reference

Hide the Messages popup

This parameter controls whether the **Messages** popup is displayed in the interface.

ID	`Application.AQS.RFX.EnableMessageConversationPopUp`
Name	**Hide the Messages popup**
Default value	**Yes**

By default, the **Messages** popup is hidden. Set this parameter to **No** to display the **Messages** popup in the interface.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Ability to Define When the Amount in the Framework Agreement Tracker is Considered Consumed

Business Details

With this feature, buyer administrators can configure a rule in the framework tracker to define when the amount in the framework tracker is considered to be consumed by the call-off events. The amount can be considered as consumed when a call-off event is submitted, published, or awarded.

The framework tracker in a guided sourcing template now includes a new consumption rule called **Consumption From Call-off Event Upon**. Buyer administrators or template creators can configure this rule to any of the following values:

- **Call-off Event Submission**:
  - When a call-off event is submitted for approval or to a public sector portal for notice publication, the system checks if the framework tracker has available capacity. If capacity exists, consumption occurs; otherwise, event can't be submitted.
  - If the event is successfully published, no further consumption adjustments are needed.
  - If the event reverts to draft due to failure or rejection, consumption is rolled back.
  - Runtime edits trigger validation and consumption changes based on the delta from the last published version. If publication fails, consumption is reverted to the previous published version of the event
  - If the event is cancelled, the amount is returned to the framework tracker.
- **Call-off Event Publication**:
  - Capacity validation is performed prior to publication; if capacity exists, consumption occurs on successful publication. If there is a lack of capacity, the event is reverted to draft status and the failure is logged in the audit.
  - Runtime edits affect consumption based on changes since the last publication. If publication fails, consumption is reverted to the previous published version of the event.
  - If the event is cancelled, consumption is returned to the framework tracker.
- **Call-off Event Award**:
  - When the call-off event is being awarded, consumption from the framework tracker is adjusted based on actual awarded items.
  - Tracker capacity is checked before awarding; a lack of capacity leads to reverting and logging.
  - During item addition, only items with available capacity can be selected.

> **Note**
>
> This is applicable only when the consumption happens upon award because, if consumption has happened in submission/publication, there are chances of consumption being freed up before the event is published.

Changes to the User Interface

A new consumption rule called **Consumption From Call-off Event Upon** is added to the framework tracker.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must be set up for guided sourcing.
- You must be a member of the **Category Buyer** group to create and run SAP Ariba Sourcing guided sourcing events.
- The user must belong to **Template Creator** or **Buyer Administrator** group.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PSS-333
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer

Ability to Add Items From a Framework Tracker to a Framework Sourcing Event

Business Details

With this feature, buyer users can add items from a framework tracker to an event within the framework project. This enables buyers to get more suppliers for the items in the framework tracker.

Earlier, items from a framework tracker could only be added to a call-off project and call-off event initiated from the framework tracker. Now, you can add items even to an event or sub-project created within the framework project. In a call-off event, you can invite only the suppliers that are already in the framework tracker. But by adding items in the framework tracker to another event, you can invite more suppliers, whom you can later add to the framework tracker. You can thus increase your supplier base for the items already existing in the framework tracker.

To add items from framework tracker, use the **Add** > **Items from framework tracker** option in the **Items that need quotes** panel in the event. After you add items to the event from the tracker, the corresponding suppliers are also added. However, you can invite more suppliers (those that are not already in the tracker) or change the existing ones.

> **Note**
>
> Upon adding an item, the UoM is copied from the framework tracker and can't be changed in the event.

Once you publish this event, you can add the new suppliers to the framework tracker. In the **Items / Suppliers** table in the tracker, you can see the new suppliers in the **Suppliers** column and the new event name in the **Source Framework Event** column.

Changes to the User Interface

The option **Items from framework tracker** is added to the **Add** dropdown in the **Items that need quotes** panel in an event in framework project.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must be set up for guided sourcing.
- You must be a member of the **Category Buyer** group to create and run SAP Ariba Sourcing guided sourcing events.

Business End User Tasks

Adding Items From Framework Tracker to Sourcing Event [page 219]

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PSS-332
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

About Framework Agreement

Adding Items From Framework Tracker to Sourcing Event

You can add items from framework tracker to a sourcing event in the same framework project.

Prerequisites

- You must have created a guided sourcing framework project using a sourcing template with framework tracker.
- The framework tracker must be populated with items and suppliers. For more details, see Adding Items and Suppliers to the Framework Tracker in a Guided Sourcing Project [page 515].

Context

You can add more suppliers to existing items in a framework tracker by creating another event in the framework project and inviting more suppliers through that event.

Procedure

1. Create a sourcing event in the project that contains the framework tracker.
2. In the **Items that need quotes** panel of the event, click **Add** > **Items from framework tracker**.
3. From the framework tracker, select the items that you want to bid for and add them to the event.
   The items and the corresponding suppliers are added to the event.
4. Click **Invite Suppliers** to add more or different suppliers.
5. Add other required details to the event and publish it.

Results

Once the event is complete, you can add the newly bid suppliers to the framework tracker.

Ability to Purge Business Contact Data in SAP Ariba Contracts

Business Details

This feature allows users to purge data associated with signers who are non-SAP Ariba users and added as business contacts in signature tasks within SAP Ariba Contracts.

Implementation Details

Authorizations

Tasks related to this feature can be performed by members of the **Data Protection Officer** group.

Business End User Tasks

1. Create a purge request to identify the business contact data to delete. For more information, refer to Creating a Purge Request.
2. Execute the purge request. For more information, refer to Purging Data in the Site.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Data Management
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2508
Valid as Of	2025-08-16
Reference Number	SCONTR-1401
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Managing Baseline and Supplier Contracts for Pre-Award Negotiation in Icertis Contract Intelligence for SAP Ariba Solutions

Business Details

Buyers using SAP Ariba Strategic Sourcing Suite or SAP Ariba Contracts integrated with SAP Ariba Sourcing, and who have further integrated with Icertis Contract Intelligence (ICI) for SAP Ariba Solutions to manage all contract-related tasks, can now also manage baseline and supplier contracts in ICI. These contracts are part of guided sourcing events, which are subject to pre-award negotiation.

This feature also enhances the Contract Workspace Modification API within the Contract Workspace Management APIs. It introduces the following parameter for use with the `POST /contractworkspaces` endpoint, enabling the creation of a contract workspace by copying data from an existing contract workspace:

copyFromContractId Specifies the ID of the source contract from which data is copied to a new contract.

This open API enhancement serves two primary purposes:

1. **For Buyers**: Enables the creation of supplier contracts from an active baseline contract during guided sourcing events set up for pre-award negotiation.
2. **For Developers**: Facilitates the implementation of the Contract Workspace Modification API within client applications to create contract workspaces in SAP Ariba Contracts by copying data from existing contracts.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled. For more information, refer to Setting Up Guided Sourcing.
- Your site must have SAP Ariba Contracts integrated with SAP Ariba Sourcing.
- Your site must have SAP Ariba Contracts integrated with Icertis Contract Intelligence (ICI) for SAP Ariba Solutions to manage all contract-related tasks. For more information, refer to Setting Up SAP Ariba Contracts for SAP Ariba Contract Intelligence by Icertis.

Configuration

- The pre-award negotiation feature must be enabled. For more information, refer to Enable Pre-Award Negotiation In Guided Sourcing Events.
- To enable SAP Ariba Sourcing to pass the predecessor event information, in addition to the predecessor project information, to the contract whenever applicable, the **Enable predecessor event identification for contracts created from guided sourcing projects** (`IdentifyPredecessorEventforContractsCreatedFromGuidedSourcingProjects`) ICM parameter must be enabled. For more information, refer to Enable predecessor event identification for contracts created from guided sourcing projects.

Business End User Tasks

- Creating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 224]
- Updating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 226]
- Creating a Supplier Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 227]
- Updating a Supplier Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 229]
- Create Contract Workspaces by Copying Existing Contracts Using the Contract Workspace Modification API [page 230]

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-16
Reference Number	SCONTR-1499
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC BNS-ARI-SS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Pre-Award Negotiation in Guided Sourcing
Integrating SAP Ariba Contracts with SAP Ariba Contract Intelligence by Icertis

Creating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event

Use this procedure to create a baseline contract in Icertis Contract Intelligence (ICI) for SAP Ariba Solutions from a guided sourcing event set up for pre-award negotiation.

Prerequisites

- Your site must have guided sourcing enabled. For more information, see Setting Up Guided Sourcing.
- Your site must have SAP Ariba Contracts integrated with SAP Ariba Sourcing.
- Your site must have SAP Ariba Contracts integrated with ICI. For information about integrating SAP Ariba Contracts with ICI, see Integrating SAP Ariba Contracts with SAP Ariba Contract Intelligence by Icertis.
- Your administrator must enable the following ICM parameters:
  - **Manage Contracts in Icertis Contract Intelligence for SAP Ariba Solutions** (`Application.ACM.ManageContractsInIcertis`). For information about this parameter, see Manage Contracts in Icertis Contract Intelligence for SAP Ariba Solutions.
  - **Enable Pre-Award Negotiation In Guided Sourcing events** (`Application.ACM.EnablePreAwardNegotiationInGuidedSourcing`). For information about this parameter, refer to Enable Pre-Award Negotiation In Guided Sourcing Events.
  - **Enable predecessor event identification for contracts created from guided sourcing projects**. This parameter enables SAP Ariba Sourcing to pass the predecessor event information, in addition to the predecessor project information, to ICI whenever applicable. For more information about this parameter, refer to Enable predecessor event identification for contracts created from guided sourcing projects.

Context

A baseline contract allows you to establish agreements with suppliers prior to awarding a sourcing event. You can link a baseline contract to a sourcing event that involves pre-award negotiation. Additionally, a baseline contract can be associated with a guided sourcing event at any stage until it is awarded.

Procedure

1. Create a guided sourcing event.

   For information about creating a guided sourcing event, refer to Creating a Guided Sourcing Project or Event from a Template.

2. Click ••• *(More actions)* and select **Associated Contracts**.

   The **Associated Contracts** page appears. On this page, there are two sections which display information and action items related to baseline contracts and supplier contracts respectively.

3. To create a baseline contract, select **Create Baseline Contract**.

   You are redirected to the ICI user interface to create an agreement. The **Create Agreement** page appears for the first step of the agreement creation process.
4. Complete all the steps in the agreement creation process.

   For information about creating an agreement in ICI, see Creating Agreements in ICI .

> **Note**
>
> To access the ICI Help Center, authenticate yourself by clicking the help (?) icon at the top right corner of the ICI user interface (version 8.3 or later). You must also allow pop-ups on the ICI web application.

Results

An agreement is created in ICI and a corresponding contract workspace is set up in SAP Ariba Contracts. The contract workspace in SAP Ariba Contracts serves as a read-only record, intended solely for reference, as all contract-related activities are conducted within ICI. In the **Baseline Contract** section of the guided sourcing event, you can find the following information:

Document Title	The title of the baseline contract.
Contract Status (ARIBA)	The status of the baseline contract in SAP Ariba Contracts.
Contract Status (ICERTIS)	The status of the baseline contract Icertis Contract Intelligence (ICI) for SAP Ariba Solutions.
SAP Ariba ID	The unique identifier of the baseline contract. You can click the ID to navigate to SAP Ariba Contracts and review the baseline contract. **Note** The contract workspace is read-only.
Icertis ID	The unique identifier of the corresponding agreement created in Icertis Contract Intelligence (ICI) for SAP Ariba Solutions. You can click the Icertis ID to view and modify the agreement details in ICI.
Effective Date	The effective date set for the baseline contract.
Expiration Date	The expiration date of the baseline contract.
Update	An option to sync the baseline contract with line item information updates from the sourcing event.

Next Steps

Continue working on the guided sourcing event, or the baseline contract, as required.

> **Note**
>
> - Only one active baseline contract can be linked to a sourcing event at a time. If you need to associate a new baseline contract with a sourcing event that already has an active baseline contract, you must first change the status of the existing contract to **Closed** before proceeding with the new association.
> - A baseline contract is not available for sourcing awards when you choose to add awarded line items to an existing contract with a supplier.
> - A baseline contract cannot be amended after it is published.

If there are changes to the line items information in the sourcing event during the course of the pre-award negotiation process, you can update the baseline contract in ICI to synchronize the line items information. For more information, refer to Updating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 226].

Updating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event

Use this procedure to update a baseline contract in Icertis Contract Intelligence (ICI) for SAP Ariba Solutions with line items information from a guided sourcing project or event.

Prerequisites

- A baseline contract must be created in ICI from a guided sourcing event and the status of the baseline contract must be **Draft**. For information about creating a baseline contract in ICI from a guided sourcing event, refer to Creating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 224].
- The guided sourcing project or event must not be in the **Completed** status.

Context

After creating a baseline contract with a sourcing event, if there are changes to the line items information in the sourcing event as part of the pre-award negotiation process, you can update the baseline contract in ICI to synchronize the changes.

Procedure

1. Open the guided sourcing project or event in edit mode.
2. Click ••• *(More actions)* and select **Associated Contracts**.

3. Locate the baseline contract that you want to update in the **Baseline Contract** section and select the **Update** button.

   You are redirected to the ICI user interface to update the selected agreement.
4. Review and make the required updates the agreement.

   For information about updating an agreement in ICI, see Editing Agreements in ICI .

   > **Note**
   >
   > To access the ICI Help Center, authenticate yourself by clicking the help (?) icon at the top right corner of the ICI user interface (version 8.3 or later). You must also allow pop-ups on the ICI web application.
5. Verify that the line item information from the sourcing event matches the details displayed in the agreement.

Results

The agreement is updated in ICI. The updates are automatically synced with the corresponding contract workspace in SAP Ariba Contracts.

Creating a Supplier Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event

Use this procedure to create a supplier contract in Icertis Contract Intelligence (ICI) for SAP Ariba Solutions from a guided sourcing event set up for pre-award negotiation.

Prerequisites

- Your site must have guided sourcing enabled. For more information, see Setting Up Guided Sourcing.
- Your site must have SAP Ariba Contracts integrated with SAP Ariba Sourcing.
- Your site must have SAP Ariba Contracts integrated with ICI. For information about integrating SAP Ariba Contracts with ICI, see Integrating SAP Ariba Contracts with SAP Ariba Contract Intelligence by Icertis.
- Your administrator must enable the following ICM parameters:
  - **Manage Contracts in Icertis Contract Intelligence for SAP Ariba Solutions** (`Application.ACM.ManageContractsInIcertis`). For information about this parameter, see Manage Contracts in Icertis Contract Intelligence for SAP Ariba Solutions.
  - **Enable Pre-Award Negotiation In Guided Sourcing events** (`Application.ACM.EnablePreAwardNegotiationInGuidedSourcing`). For information about this parameter, refer to Enable Pre-Award Negotiation In Guided Sourcing Events.
  - **Enable predecessor event identification for contracts created from guided sourcing projects**. This parameter enables SAP Ariba Sourcing to pass the predecessor event information, in addition to the predecessor project information, to ICI whenever applicable. For more information about this parameter, refer to Enable predecessor event identification for contracts created from guided sourcing projects.

- The guided sourcing event must be a **Single event** type.
- The guided sourcing event must be in one of the following phases: **Published**, **Monitor**, **Pending Selection**, **Review responses**, **Open**, or **Paused**.
- The guided sourcing event must have an active baseline contract in the **Published** state. For information about associating a baseline contract with a guided sourcing event, refer to Creating a Baseline Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event [page 224].

Context

A supplier contract is a copy of the baseline contract linked to a guided sourcing event. Buyers can create contracts for suppliers who have submitted bids for the event's line items. Additionally, buyers have the option to create supplier contracts in bulk when there are multiple suppliers involved in the event.

Procedure

1. Open the guided sourcing project or event in edit mode.
2. Click ••• *(More actions)* and select **Associated Contracts**.
3. Under the **Supplier Contract** section, select **Create Contract** to create a supplier contract.

   A dialog box **Select Suppliers for Contract Creation** appears showing all the suppliers involved in the sourcing eventb. The following information is shown for each supplier:

Supplier	The name of a supplier invited to participate in the event.
Contract ID	The ID of the existing supplier-specific contract created for a supplier.
Bid Invite Status	The response of a supplier to the bid invitation.

4. Select a supplier for whom you want to create a contract.

   You can select multiple suppliers from the list.

   > **Note**
   >
   > You can select only those suppliers who have submitted a bid response and who do not have an ongoing contract creation task in progress.

5. Confirm your selection.

   You are redirected to the ICI user interface to create an agreement. The **Create Agreement** page appears for the first step of the agreement creation process.
6. Complete all the steps in the agreement creation process.

   For information about creating an agreement in ICI, see Creating Agreements in ICI .

   > **Note**
   >
   > To access the ICI Help Center, authenticate yourself by clicking the help (?) icon at the top right corner of the ICI user interface (version 8.3 or later). You must also allow pop-ups on the ICI web application.

Updating a Supplier Contract in Icertis Contract Intelligence for SAP Ariba Solutions from a Guided Sourcing Event

Use this procedure to update a supplier contract created in Icertis Contract Intelligence (ICI) for SAP Ariba Solutions from a guided sourcing event set up for pre-award negotiation.

Prerequisites

- The status of the guided sourcing event must be **Completed**.
- The status of the active baseline contract linked with the guided sourcing event must be **Published**.

Context

After awarding line items in a guided sourcing event, you can review the corresponding contract of the supplier to whom the line items were awarded to verify the line items information.

Procedure

1. Open the guided sourcing project or event in edit mode.
2. Click ••• *(More actions)* and select **Associated Contracts**.
3. Locate the supplier contract that you want to update in the **Supplier Contract** section and select the **Update** button.

   You are redirected to the ICI user interface to update the selected agreement.
4. Review and make the required updates the agreement.

   For information about updating an agreement in ICI, see Editing Agreements in ICI .

   > **Note**
   >
   > To access the ICI Help Center, authenticate yourself by clicking the help (?) icon at the top right corner of the ICI user interface (version 8.3 or later). You must also allow pop-ups on the ICI web application.
5. Verify that the line item information from the sourcing event matches the details displayed in the agreement.

Results

The agreement is updated in ICI. The updates are automatically synced with the corresponding contract workspace in SAP Ariba Contracts.

Create Contract Workspaces by Copying Existing Contracts Using the Contract Workspace Modification API

Implement the Contract Workspace Modification API to create a contract workspace by copying contents from an existing contract workspace.

Context

The Contract Workspace Modification API enables you to create a contract workspace by copying contents from an existing contract workspace in SAP Ariba Contracts using the `POST /contractworkspaces` endpoint.

> ### Note
>
> In the sample URLs in this topic, replace `{{runtime_url}}` with the desired runtime URL from the **Environment Details** table on the SAP Ariba Developer Portal discovery page for this API.

To create a contract workspace by copying contents from an existing contract workspace, you must include the following details in the request body:

- Contract title (`title`)
- Contract description (`description`)
- Effective date (`effectiveDate`)
- ID of the source contract workspace you wish to copy (`copyFromContractID`)

You can include other contract-related information such as commodities, regions, departments, suppliers, and so on, in the request body. If you do, those details will replace the corresponding information copied the source contract workspace.

> ### Note
>
> The API uses the template from the source contract to create a new contract. Therefore, template-related information (`templateID`) should not be included in the request body.

Procedure

Invoke the `POST /contractworkspaces` endpoint to create a contract workspace.

Request type: POST

URL: **`{{runtime_url}}/contractworkspaces`**

The following example creates a contract workspace (procurement) with the specified details:

> ### Example
>
> Request URL: `POST {{runtime_url}}/contractWorkspaces?user=adavis&passwordAdapter=PasswordAdapter1&realm=s4All-7`

Query Body:

```
{
  "title": "Test Contract Workspace (Procurement)",
  "description": "This contract is created by copying content from an existing
contract",
  "effectiveDate": "2025-06-24T20:02:58.303+0000",
  "copyFromContractID": "CW10001010"
}
```

`copyFromContractID` Use the `copyFromContractID` object to specify the ID of the contract you wish to copy.

> **Note**
>
> For users who have SAP Ariba Contracts integrated with SAP Ariba Sourcing, and who have further integrated with Icertis Contract Intelligence (ICI) for SAP Ariba Solutions to manage all contract-related tasks: If you are creating a supplier contract in a guided sourcing event set up for pre-award negotiation, specify the ID of the linked baseline contract in the `copyFromContractID` object.

Results

If the request is successful, the API creates a contract workspace with the specified details in SAP Ariba Contracts. For a list of response codes, refer to Error Messages Returned by the Contract Workspace Management APIs.

> **Note**
>
> The following details from the source contract workspace are not copied into the new contract workspace:
>
> - Contract documents
> - Project groups
> - Project phases and tasks.

Next Steps

Open the contract in SAP Ariba Contracts and verify the details.

Publishing a Guided Sourcing Event with an Unpublished Baseline Contract for Pre-award Negotiation

Business Details

This feature allows buyers to publish a guided sourcing event configured for pre-award negotiation, even when the linked baseline contract remains unpublished due to a future effective date.

Previously, buyers could publish a guided sourcing event configured for pre-award negotiation only if the associated baseline contract met one of the following conditions:

- It was in the **Published** state.
- It was inactive due to its state changing to **Expired** or **Closed**.
- It was deleted.

Now, buyers can publish a guided sourcing event even if the associated baseline contract is in the **Pending** state due to a future effective date.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled. For more information, see Setting Up Guided Sourcing.
- Your site must have SAP Ariba Contracts integrated with SAP Ariba Sourcing.
- The guided sourcing event you wish to publish must be linked to a baseline contract.

Authorizations

You must be the event owner or have project owner capabilities for the event.

Configuration

Your administrator must enable the **Enable Pre-Award Negotiation In Guided Sourcing Events** ICM parameter. Refer to Enable Pre-Award Negotiation In Guided Sourcing Events.

Business End User Tasks

Publishing a Guided Sourcing Event Configured for Pre-Award Negotiation [page 234]

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement

Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-16
Reference Number	SCONTR-1510
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC BNS-ARI-GS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Pre-Award Negotiation in Guided Sourcing

Publishing a Guided Sourcing Event Configured for Pre-Award Negotiation

Use this procedure to publish a guided sourcing event that is configured for pre-award negotiation.

Prerequisites

- Your site must have guided sourcing enabled. For more information, see Setting Up Guided Sourcing.
- Your site must have SAP Ariba Contracts integrated with SAP Ariba Sourcing.
- You must be the event owner or have project owner capabilities for the event.
- Your administrator must enable the **Enable Pre-Award Negotiation In Guided Sourcing Events** ICM parameter. Refer to Enable Pre-Award Negotiation In Guided Sourcing Events.
- The guided sourcing event you wish to publish must be linked to a baseline contract.

Context

Guided sourcing events linked to a baseline contract for pre-award negotiation can be published depending on the contract's status. Buyers can publish a guided sourcing event when the associated baseline contract meets the following conditions:

- It is in the **Published** state.
- It is in the **Pending** state due to a future effective date.
- It is inactive because its state changed to **Expired** or **Closed**.
- It is deleted.

Procedure

1. Open the guided sourcing event.
2. **Optional:** Preview the event contents as suppliers (participants) will see them.
   a. Go to the **Suppliers** table.
   b. Click the more icon (•••) next to a supplier name and select **Preview as supplier**.
      The event contents for the selected supplier are shown.
   c. After previewing the contents, click **End Preview** in the upper-left corner.
3. Click the **Publish** or **Submit** button in the upper-right corner of the event.

   If the event has an **Approval For Publish** task, the **Submit** button is displayed instead of a **Publish** button. You first submit the event for approval. When it's approved, it's automatically published.

   After you click **Publish** or **Submit**, the SAP Ariba solution checks the event for the required term fields and the status of the baseline contract associated with it. The event is not published if:

- A term has no value for a required field. An error message is displayed in the table entry for the term.
- The baseline contract's status is anything other than **Published**, **Pending**, **Expired**, or **Closed**.

Results

When your event is published, email notifications about the event are sent to the suppliers (participants) you invited. For more information about managing event notifications, refer to Working with Automatic Event Notifications. If the event has the **Enable document URL terms** rule enabled and the `DocumentURLOutBound` and `DocumentStatusChangeNotification` web services are implemented for your site, the web services retrieve URLs that participants can click to retrieve documents from your site.

AI Copilot Joule in Supplier Management

Business Details

Joule, SAP's generative AI copilot, is now available in supplier management. Joule uses a conversational interface to help users complete tasks efficiently. It leverages generative and other AI technologies to understand natural language requests, identify intent, perform actions, and provide insights. Using generative AI, it can execute tasks, deliver tailored responses, and summarize information effectively.

> **Note**
>
> AI Copilot Joule in SAP Ariba Supplier Lifecycle and Performance will be in early access until September 19th, 2025, at which time it will be made generally available to customers.

Joule can assist you with your product-related questions by finding answers in the product documentation published on the SAP Help Portal. Along with the answers, it provides direct links to the relevant source documents, allowing you to explore the details further. You can also perform tasks such as viewing the details of a document or approving a document from within the Joule interface. For the list of tasks that you can perform using Joule, refer to the topic Joule Capabilities in Supplier Management [page 237].

> **Note**
>
> Connect to the data center in which your SAP Ariba Supplier Lifecycle and Performance solution is currently deployed. It is recommended to use the same infrastructure provider as the SAP Ariba Supplier Lifecycle and Performance infrastructure provider.

> **Note**
>
> To access Joule within SAP Ariba Supplier Lifecycle and Performance, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Changes to the User Interface

- The Joule icon ( ) is now available in the top right of the shell bar. Clicking the icon brings up the Joule panel, where you can ask your questions.

- With the release of this feature, the **Config fields** workspace in **SM Administration**, which administrators use to specify the supplier data fields included in certain API-based operations, is enabled for all customers. Previously, this field configuration was an optional feature that required enablement by SAP Ariba support.

Implementation Details

General Prerequisites

Joule must be integrated with SAP Ariba Supplier Lifecycle and Performance. See Integrating Joule with SAP Ariba Solutions [page 238].

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	AI
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-09-19
Reference Number	SLP-2258
Sub Process (Modular Business Process)	Not Applicable
Application Component	CA-JOULE or BNS-ARI-SLP-JOU Use CA-JOULE for cases related to general Joule behavior or functionality.

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Joule Capabilities in Supplier Management

SAP Ariba Supplier Lifecycle and Performance is integrated with Joule, SAP's generative AI copilot.

Users in SAP Ariba Supplier Lifecycle and Performance can ask Joule questions about your organization's suppliers and receive immediate and accurate answers through generative AI.

Prerequisite

An administrator must enable the configurable field **Last Status Change Date** in vendor data export. For more information about enabling this field, refer to Use of the Supplier Data API with Pagination vendorDataRequests Endpoint.

Capabilities

To access the Joule panel, users click the Joule icon ( ) at the top of the window.

The following capabilities are available in Joule for supplier management:

Use Case	Description	Example
Supplier contact information	Displays a list of the supplier's contacts. You must include supplier's SM vendor ID in the question.	`Show me contact details for supplier S12434567`
Suppliers in **Invited** registration status for a number of days	Displays a list of suppliers that have been invited to register but haven't responded to the invitation in the specified number of days.	`Show me the list of suppliers in "invited" status for more than 100 days`
Suppliers in **In Registration** status for a number of days	Displays a list of suppliers that have started the registration process but haven't submitted questionnaires in the specified number of days.	`Show me the list of suppliers in "In Registration" status for more than 100 days`

In Joule answers, users can choose **Open in App** to open a supplier's profile and view details. For the contact use case, users can choose **Open List in App** to directly view contact details in the supplier's profile.

Integrating Joule with SAP Ariba Solutions

This topic describes the steps on how to integrate Joule with SAP Ariba procurement, sourcing, and supplier management solutions.

To access Joule within SAP Ariba solutions, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Prerequisites

- You've reviewed and carried out the steps described in Initial Setup.
- You've referred to the security related information for Joule.
- You've fulfilled the necessary prerequisites as mentioned in Prerequisites.
- You have integrated the SAP Ariba solution with Identity Authentication as Joule leverages the IAS setup of the SAP solution for user login. For integration information, refer to SAP Ariba Integration Scenario.
  You can also refer to the following blog posts for more information:
  - Overview: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication
  - Configuration: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication
  - Identity Federation: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication

Integration Steps

The integration process involves the following steps:

1. Configure Trust to the Identity Authentication Tenant
2. Configure Trusted Domain in SAP BTP
3. Configure User Attributes for Joule from the Identity Directory
4. Configure Trusted Domains in Identity Authentication
5. Run the Joule Booster

   > **Note**
   >
   > Since you can connect only one instance of each system type to a single Joule instance, you must run the Joule booster separately for each child realm in an FCP/Multi-ERP setup with multiple child realms. Consequently, if you work across multiple child realms, you will access a different Joule instance in each child realm. In addition, navigational pattern use cases might be impacted if you work across child realms having different permissions in each child.
6. Configure Destination to Use Navigation Service
7. Create OAuth Credentials for the CDM API [page 239]
8. Configure Destinations [page 240]
9. Configure Identity Provisioning Service From SAP Ariba Applications to IAS [page 244]
10. Configure Identity Provisioning Service from IAS to SAP Build Work Zone [page 245]

Related Information

What is Joule
Integrating Joule with SAP Solutions
Joule Security Guide

Create OAuth Credentials for the CDM API

You must create the OAuth credentials in the SAP Ariba Developer Portal of your data center.

Context

The credentials that you create in the SAP Ariba Developer Portal will be used during the configuration of design and runtime destinations.

Procedure

1. Sign in to the SAP Ariba Developer Portal (https://developer.ariba.com/api/home) as a user with the **Organisation admin** role and select your data center.
2. Navigate to **Manage** > **Applications**.
3. Locate the desired application in the application list on the left.
4. Click **Actions** > **Request API Access**.
5. Select one of the APIs:
   - For SAP Ariba Strategic Sourcing Solutions, select **SAP Build Work Zone CDM Content API for Sourcing**.
   - For SAP Ariba Procurement solutions, select **SAP Build Work Zone CDM Content API for Procurement**.
6. Choose one of the following tenants:
   - For SAP Ariba Strategic Sourcing Solutions, select **Sourcing** .
   - For SAP Ariba Procurement solutions, select **Procurement** .
7. Select all the realms and submit the request.

   The request must be approved by the Open API team. Once approved, go to **Actions** and generate the OAuth secret.

   For more information on creating APIs, see
   - Administrator Functions Related to Applications on the SAP Ariba Developer Portal
   - Finding Your Application's Application Key and OAuth Client ID
   - Generating the OAuth Secret and Base64 Encoded Client ID and Secret
   - OAuth Access Token Request and Receipt

Configure Destinations

This document provides you with the information to configure design-time destinations and runtime destinations.

To integrate the content you exposed on the SAP Ariba system into SAP Build Work Zone, standard edition, you need to configure a design-time destination to define the location from which to fetch the exposed content. In addition, you configure the runtime destinations to obtain the resources needed to run the federated apps in runtime. For more information, see Configure Destinations.

Design-Time Destination for SAP Ariba Strategic Sourcing Solutions

1. In the SAP BTP cockpit, in your subaccount, navigate to **Connectivity** > **Destinations**.
2. Use the following properties to define the design-time destination:

Property	Value
Name	We recommend to add the suffix **`dt`** to the name. **Note** The name must contain only lowercase letters.
Type	**HTTP**
Description	Enter a description
URL	The URL of the Virtual Host of your Cloud Connector: `https://<data center>.openapi.ariba.com/api/sourcing-cdm-content/v1/prod/cdmForJoule?realm=<realm name>` For example, https://eu.openapi.ariba.com/api/sourcing-cdm-content/v1/prod/cdmForJoule?realm=<realm name>
Proxy Type	**Internet**
Authentication Method	**`OAuth2ClientCredentials`**
Client ID	**`<Client ID>`** Copy the **`clientid`** field value from the SAP Ariba Developer Portal for CDM API.
Client Secret	**`<Client Secret>`** Copy the **`clientsecret`** field value from the SAP Ariba Developer Portal for CDM API.
Token Service URL	**`<Token Service URL>`** Copy the token service URL from the SAP Ariba Developer Portal for CDM API.

3. In the **Additional Properties** section, enter the following information:

Property	Value
URL.headers.apiKey	Copy the API key from the SAP Ariba Developer Portal for CDM API

Runtime Destination for SAP Ariba Strategic Sourcing Solutions

1. The runtime destination defines the location from which to obtain the resources needed to run the federated apps in runtime.

Property	Value
Name	We recommend to add the suffix `rt` to the name. **Note** The name must contain only lowercase letters and must not contain the underscore (_) character.
Type	**HTTP**
Description	Enter a description.
URL	The URL of the Virtual Host of your data center: `https://s1-<data center>.ariba.com` For example, https://s1-eu.ariba.com, or https://s1-us.ariba.com
Proxy Type	**Internet**
Authentication Method	NoAuthentication

2. Add the following additional properties:

Property	Value
sap-start	`true`
ariba.realm	`<realm name>`

Create a Content Provider for SAP Ariba Strategic Sourcing Solutions

In SAP Build Work Zone, standard edition, in the **Channel Manager**, define the SAP Ariba sourcing system as content provider. For more information, seeManage Content Providers.

1. In the SAP BTP cockpit, log on to your subaccount as administrator.
2. In your subaccount, go to **Instances and Subscriptions** and launch SAP Build Work Zone, standard edition.
3. In SAP Build Work Zone, standard edition, go to **Channel Manager**.
4. Choose **+ New** to add a new content provider.

Field	Value
Title	`SAP Ariba Strategic Sourcing solution` or any other meaningful name
ID	`ariba_sourcing`
Design-Time Destination	Select the design time destination
Runtime Destination	Select the runtime destination
Runtime Destination for Dynamic Data	The runtime destination for retrieving dynamic data to display on dynamic tiles. By default, the default runtime destination is used.
Automatically add all content items to subaccount	`true`
Use the Identity Provisioning service to provision user authorizations	`true`

A new row is added to the **Content Channels** table, with the status **Creating**.

When the content provider is ready, the status changes to **Created**.

Click the **Report** link to see the number of roles, apps, groups, catalogs, spaces, pages, and URL templates that are included in the content provider.

The content provider is now visible also in the **Content Explorer**.

Design-Time Destination for SAP Ariba Procurement solutions

1. In the SAP BTP cockpit, in your subaccount, navigate to **Connectivity** > **Destinations**.
2. Use the following properties to define the design-time destination:

Property	Value
Name	We recommend to add the suffix `dt` to the name. **Note** The name must contain only lowercase letters.
Type	`HTTP`
Description	Enter a description
URL	The URL of the Virtual Host of your Cloud Connector: `https://<data center>.openapi.ariba.com/api/procurement-cdm-content/v1/prod/cdmForJoule?realm=<realm name>` For example, https://eu.openapi.ariba.com/api/procurement-cdm-content/v1/prod/cdmForJoule?realm=<realm name>
Proxy Type	`Internet`
Authentication Method	`OAuth2ClientCredentials`

Property	Value
Client ID	**`<Client ID>`** Copy the **`clientid`** field value from the SAP Ariba Developer Portal for CDM API.
Client Secret	**`<Client Secret>`** Copy the **`clientsecret`** field value from the SAP Ariba Developer Portal for CDM API.
Token Service URL	**`<Token Service URL>`** Copy the token service URL from the SAP Ariba Developer Portal for CDM API.

3. In the **Additional Properties** section, enter the following information:

Field	Value
URL.headers.apiKey	Copy the API key from the SAP Ariba Developer Portal for CDM API

Runtime Destination for SAP Ariba Procurement solutions

1. The runtime destination defines the location from which to obtain the resources needed to run the federated apps in runtime.

Property	Value
Name	We recommend to add the suffix **`rt`** to the name. **Note** The name must contain only lowercase letters and must not contain the underscore (_) character.
Type	**HTTP**
Description	Enter a description.
URL	The URL of the Virtual Host of your data center: **`https://s1-<data center>.ariba.com`** For example, https://s1-eu.ariba.com, or https://s1-us.ariba.com
Proxy Type	**Internet**
Authentication Method	NoAuthentication

2. Add the following additional properties:

Property	Value
sap-start	`true`
ariba.realm	`<realm name>`

Create a Content Provider for SAP Ariba Procurement solutions

In SAP Build Work Zone, standard edition, in the **Channel Manager**, define the SAP Ariba procurement system as content provider. For more information, see Manage Content Providers.

1. In the SAP BTP cockpit, log on to your subaccount as administrator.
2. In your subaccount, go to **Instances and Subscriptions** and launch SAP Build Work Zone, standard edition.
3. In SAP Build Work Zone, standard edition, go to **Channel Manager**.
4. Choose **+ New** to add a new content provider.

Field	Value
Title	`SAP Ariba Procurement solution` or any other meaningful name
ID	`ariba_buyer`
Design-Time Destination	Select the design time destination
Runtime Destination	Select the runtime destination
Runtime Destination for Dynamic Data	The runtime destination for retrieving dynamic data to display on dynamic tiles. By default, the default runtime destination is used.
Automatically add all content items to subaccount	`true`
Use the Identity Provisioning service to provision user authorizations	`true`

A new row is added to the **Content Channels** table, with the status **Creating**.

When the content provider is ready, the status changes to **Created**.

Click the **Report** link to see the number of roles, apps, groups, catalogs, spaces, pages, and URL templates that are included in the content provider.

The content provider is now visible also in the **Content Explorer**.

Configure Identity Provisioning Service From SAP Ariba Applications to IAS

Follow the steps explained in the following topics to configure Identity Provisioning Service from SAP Ariba Applications to IAS.

- Configure SAP Ariba Applications as source system. For instructions, see SAP Ariba Applications.

> **Note**
>
> Do the following steps in addition to the steps mentioned in this link:
>
> - Remove `FamilyName` from the transformation.
> - Add the filter `ariba.applications.user.filter` to filter only selected few Users during the sync. Enter the user name in the format "John.Doe".

- Configure SAP Cloud Identity Service – Identity Authentication as a target system. For instructions, see Identity Authentication.

> **Note**
>
> Do the following steps in addition to the steps mentioned in this link:
>
> - Remove `givenName`, `FamilyName`, `middleName`, and `honorificPrefix` from the transformation.
> - Set `ias.support.patch.operation` to True.

Configure Identity Provisioning Service from IAS to SAP Build Work Zone

Configure the Identity Provisioning service to provision identities and their authorizations to SAP Build Work Zone, standard edition.

Navigation service of SAP Build Work Zone, standard edition service uses Identity Provisioning service (IPS) that is used to provision identities and their authorizations between source and target systems.

This section describes the steps to configure the source system (Identity Authentication) and target systems (SAP Build Work Zone, standard edition) in the Identity Provisioning of your IAS application user interface. For some customers, the Identity Authentication and SAP Build Work Zone systems are already configured as the source and target system by the Upgrade Center.

The following configurations are required to provision:

1. Configure the Identity Provisioning service to provision identities and their authorizations to SAP Build Work Zone, standard edition.
2. User details like user email, Global User ID and group memberships from IAS to SAP Build Work Zone, standard edition.

> **Note**
>
> You must have the administrative access to your Identity Provisioning tenant and you need to enable the **Manage Identity Provisioning** role for your user. For more information, see Manage Authorizations in SAP Cloud Identity Infrastructure.

Configure the Source System

1. Login to your Identity Authentication tenant.
2. Navigate to **Identity Provisioning** > **Source System** .

3. Add IAS as a source system. For more information, see Add New Systems.
4. Select the source system configured for IAS from the left panel and go to the **Transformations** tab. You can switch to the JSON editor by choosing the code-bracket icon.
5. Ensure that the **group** entity has following configuration:

Property	Value	Description
Ignore	false	Ensures that the SCIM entity of the groups is considered during the provisioning of jobs.
Mappings	Sample Code `{ "sourcePath": "$.id", "targetVariable": "$.entityIdSourceSystem" },`	Ensures that the source ID field of the SCIM entity groups is set to `entityIDSourceSystem`

6. Switch to **Properties** tab and add or verify that the following properties are available using service key generated earlier for the SAP Build Work Zone, standard edition (foundation or standard plan):

Field	Value
URL	`portal-service` field value under `endpoints` node from the service key
Authentication	`BasicAuthentication`
User	`clientid` field value under `uaa` node from the service key
Password	`clientsecret` field value under `uaa` node from the service key
ProxyType	`Internet`
Type	`HTTP`
ias.api.version	2
ips.failed.request.retry.attempts	2
ips.failed.request.retry.attempts.interval	60
ips.trace.created.entity	true
ips.trace.failed.entity	true
ips.trace.failed.entity.content	false

Field	Value
ips.trace.skipped.entity	true
ips.trace.skipped.entity.content	false
ips.trace.updated.entity	true

Configure Target Systems

1. Create a new target system with following information:

Field	Value
Type	SAP Build Work Zone, standard edition
Name	Any meaningful name (Work Zone-Target)
Description	Any meaningful description
Source System	Select the IAS source system created previously.

2. Select the target system that you created from the left panel and go to the **Transformations** tab. You can switch to the JSON editor by choosing the code-bracket icon.
3. Choose **Edit**. Add the following attribute mapping for the **group** entity.

Property	Value	Description
Mapping	Sample Code `{ "sourcePath": "$.displayName", "optional": true, "targetPath": "$.externalId", "functions": [ { "function": "replaceAllString", "regex": " ", "replacement": "_" } ] }`	Ensures the `externalId` field of the SCIM entity groups is set to `externalId`.

4. Switch to **Properties** tab and add or confirm if the following properties are available using service key generated earlier for the SAP Build Work Zone, standard edition (foundation or standard plan):

Field	Value
URL	IAS URL under `endpoints` node from the service key
Authentication	`BasicAuthentication`
User	`clientid` field value under `uaa` node from the service key
Password	`clientsecret` field value under `uaa` node from the service key
ProxyType	`Internet`
Type	`HTTP`
OAuth2TokenServiceURL	`https://<uaa url>/oauth/token`
cflp.group.unique.attribute	`externalId, ['urn:ietf:params:scim:schemas:extension:2.0:mapping']['providerId']`
cflp.patch.group.members.above.threshold	`5000`
cflp.providerId	`ariba_buyer`
cflp.user.unique.attribute	`emails[0].value, ['urn:ietf:params:scim:schemas:extension:2.0:mapping']['providerId'],externalId`
ips.trace.failed.entity.content	`true`

5. Create another target system for sourcing applications and ensure that the `cflp.providerId` field value is set to `ariba_sourcing`.
   You can export the previously created target system, import the file, and make necessary changes.

Run Replication in IPS

1. Navigate to **Identity Provisioning** > **Source System**.
2. Select the source system configured for IAS and switch to the **Jobs** tab.
3. Run a **Read** or a **Resync** job as per your requirements to provision IAS users and roles to SAP Build Work Zone (`Navigation Service`).

> **Note**
>
> Depending on the job schedules and configuration, it may take twenty four to forty eight hours for the roles to reflect in the navigation service from IAS.

Ability to Configure Site Parameters in Product Sourcing

Business Details

This feature enables administrators to configure site parameters for setting up product sourcing capabilities within a customer realm.

Previously, buyers needed to contact SAP Ariba Support to enable site parameters according to their specific use cases and requirements. Now, most of the site parameters needed for configuring the product sourcing feature are self-serviceable, enabling customer administrators to directly adjust them without external assistance.

For information about the complete list of site parameters and those that are self-configurable, refer to Site Parameters for Product Sourcing Features [page 251].

Changes to the User Interface

In the **Administration** section of the application, a new option, **Site Parameter**, is added under the **Product Sourcing Manager** setting group. Administrators can select this option to access the list of site parameters for setting up product sourcing features.

Implementation Details

General Prerequisites

Your site must have the SAP Ariba direct materials sourcing add-on activated.

Authorizations

You must be a member of one of the following groups:

- **Materials Administrator**
- **Customer Administrator**

> **Note**
>
> Access to this group must be approved by SAP Ariba.

Configuration

Configuring Site Parameters for Product Sourcing Features [page 250]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement

Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PSOURCE-1437
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SS-DMS BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Configuring Site Parameters for Product Sourcing Features

Use this procedure to configure the site parameters to set up product sourcing features per your requirement.

Prerequisites

You must be a member of one of the following groups:

- **Materials Administrator**
- **Customer Administrator** (access to this group must be approved by SAP Ariba)

> **Note**
>
> Access to this group must be approved by SAP Ariba.

Context

As a customer administrator, you can configure most of the site parameters required to set up product sourcing features without assistance from SAP Ariba Support.

Procedure

1. Sign in to the application.
2. Go to **Manage** > **Administration** > **Product Sourcing Manager**.
3. Select **Site Parameter**.
4. Configure the required site parameters.

   For information about the site parameters that are self-configurable, refer to Site Parameters for Product Sourcing Features.
5. Save the changes.

Site Parameters for Product Sourcing Features

This topic provides a list of site parameters available for use in product sourcing scenarios.

Table 3:

Parameter	Description	Use Case
`BOM_QUOTE.ENABLE`	Enable the ability to trigger BOM quote from the BOM page.	BOM-based Hybrid
`BOM_QUOTE.USE_AML_SUPPLIER`	Enable the ability to add AML suppliers to BOM quote.	BOM-based Hybrid
`BOM_QUOTE.DISPLAY_ADDITIONAL_FILTERS`	Enable the ability to filter parts of BOM to be included in BOM quotes.	BOM-based Hybrid
`DEPLOYMENT_MODE.ADD_PLANT_FROM_MASTER_DATA`	Enable plant information synchronization from material master.	Hybrid

Parameter	Description	Use Case
DEPLOYMENT_MODE.BOM_SUPPORTED	Enable BOM upload to product sourcing.	BOM-based Hybrid
DEPLOYMENT_MODE.MATERIAL_GROUP	Enable synchronization of material data from material master with product sourcing.	Material-only Hybrid
DEPLOYMENT_MODE.PLANT_ASSIGNMENT_REQUIRED	Specify whether a plant assignment is mandatory (enabled) or not (disabled) for uploading BOMs, receiving quotes, and updating price and split information. When this is set to FALSE, a placeholder plant is assigned to BOMs that do not have a plant assigned. When this is enabled, plant assignment is mandatory for uploading BOMs and updating price and split information.	BOM-based Hybrid
DEPLOYMENT_MODE.SOURCE_OF_PLANT_ASSIGNMENT	Specify the source of plant assignment. • **Manual** indicates that the users manually assign plants. • **BOM_upload** indicates that the plant information is taken from the BOM data. • **Material_Master** indicates that plant information is taken from the material master.	BOM-based Hybrid
ENABLE_AUTOMATION_OF_AML_SPLIT_ALLOCATION	Enable auto allocation of 100 percent split for items that have only one AML supplier.	BOM-based Hybrid
ENABLE_BOM_MATERIAL_HYBRID_MODE	Enable to use both BOM-based and item master-based product sourcing.	Hybrid
ENABLE_CIG_INTEGRATION	Enable the use of SAP Ariba Cloud Integration Gateway for integration with SAP ERP. If this is disabled, you need an SAP Ariba Cloud Integration adapter for the integration to work.	All
ENABLE_DISPLAY_ERROR_MESSAGE_FOR_INACTIVE_MATERIAL	Display an error message when a material is inactive.	All
ENABLE_GLOBAL_PIR	Enable to create a placeholder plant PIR without any plant info.	All

Parameter	Description	Use Case
ENABLE_GLOBAL_PRICING	Enable to use a single pricing for an item across plants. Disable to allow plant-specific pricing. **Note** One material can have multiple plants. For example, if one material has five plants and the ENABLE_GLOBAL_PRICING parameter is On, then the number of line items shown in the sourcing event is always one and the Purchase Information Record (PIR) is five. The same price is applied for the line item across all the plants. If ENABLE_GLOBAL_PRICING parameter is Off, then the number of line items and the price shown in the sourcing event is always determined by the plants you select. PIR is created only for the selected line items.	All
ENABLE_ITEM_MASTER_DATA_ACTIVE_RECONCILIATION	Display the reconciled active status of the item master data from the Arches on the UI.	All
ENABLE_NET_PRICE_CALCULATION	Enable to display the net price on the UI.	All
ENABLE_PIR_END_DATE_MODIFICATION	Enable modification of the PIR end date. **Note** When enabled, the default value of this parameter is set to 9999.	All
ENABLE_PIR_OWNER_VALIDATION_REGULAR_RFX	Enable owner validation for PIR in regular RFX events based on the ICM parameter value.	All
ENABLE_PIR_PART_TYPE_VALIDATION_REGULAR_RFX	Enable PIR generation for ad hoc suppliers only for material-associated part types.	All
ENABLE_TAGGING_FROM_UI	Enable tagging of BOMs and materials from the UI.	All
GET_QUOTE.ALLOW_NON_AML_SUPPLIER	Specify whether suppliers who are not part of AML for a material be invited to bid for that material. If this parameter is disabled, only AML suppliers are invited.	All
GET_QUOTE.ENABLE_VOLUME_INTEGRATION	Enable volume-based integration for material quotes.	All
IGNORE_ITEM_COMPONENT_CATEGORY	Specify a comma-separated list of item categories to identify components as a service and exclude them from BOM processing.	All
ITEM_VOLUME.ENABLE	Enable the price by volume functionality for a monthly validity period.	All
MATERIAL_VOLUME.INTEGRATION_ENHANCEMENT	Enable the price by volume functionality for monthly, quarterly, and annual validity periods.	Material-only Hybrid

Parameter	Description	Use Case
`PIR_DEFAULTS.ConfirmationControlKey`	Specify the default value for the confirmation control key sent in a PIR create message.	All
`PIR_DEFAULTS.DefaultExternalSystem`	Specify the default external system to use in PIR messages.	All
`PIR_DEFAULTS.InfoCategory`	Specify the default value of the `InfoCategory` sent in a PIR create message.	All
`PIR_DEFAULTS.MinimumQuantity`	Specify the default minimum quantity sent in a PIR create message.	All
`PIR_DEFAULTS.Plant`	Specify the pant ID to be included in the PIR message if a material does not have a plant ID assigned. The value must match a valid SAP Plant ID.	All
`PIR_DEFAULTS.PriceDateCategory`	Specify the default value for `PriceDateCategory` to be used in a PIR message.	All
`PIR_DEFAULTS.PurchaseGroup`	Specify the default value for `PurchaseGroup` to be used in a PIR message.	All
`PIR_DEFAULTS.PurchaseOrg`	Specify the level of precision to apply for rounding of prices.	All
`PIR_DEFAULTS.StandardQuantity`	Specify the default value for `StandardQuantity` to be used in a PIR message.	All
`PIR_DEFAULTS.TaxCode`	Specify the default tax code for PIR messages.	All
`TOGGLE.ENABLE_BOMQUOTE_REDIRECT_TO_MINERVA`	Enable the redirection of BOM quotes from product sourcing to the new guided sourcing UI.	All
`TOGGLE.ENABLE_MATERIALQUOTE_REDIRECT_TO_MINERVA`	Enable the redirection of material quotes from product sourcing to the new guided sourcing UI.	All
`TOGGLE.ENABLE_NEW_CIG_CONFIRMATION_INTERFACE`	Enable to allow CIG confirmation interfaces to follow the new XML structure.	All

> **Note**
>
> To configure site parameters that are not customer configurable, contact SAP Ariba Support.

SAP Ariba Contracts Integration with WalkMe

Business Details

This feature facilitates the integration between SAP Ariba Contracts and the WalkMe Digital Adoption Platform. Through this integration, buyers receive on-demand guidance from WalkMe for several commonly used workflows within SAP Ariba Contracts.

WalkMe is an AI-powered digital adoption solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and

where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

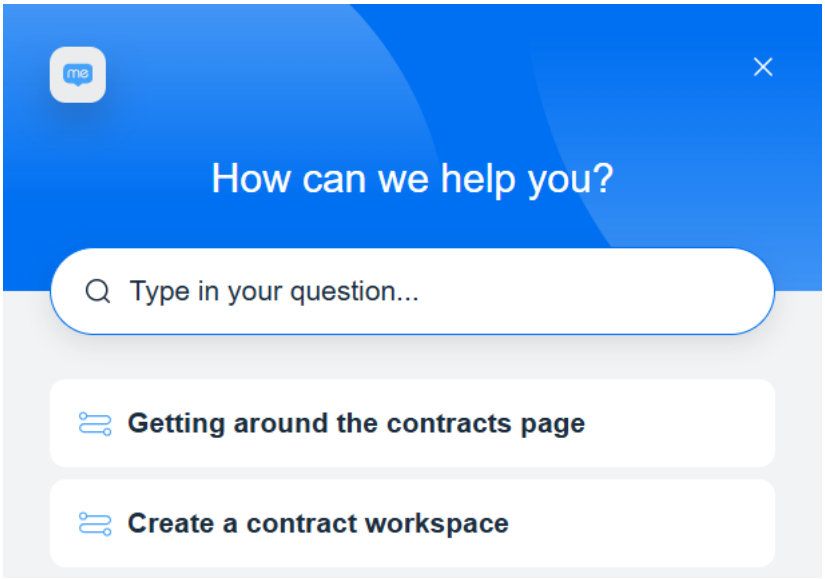
> **Note**
>
> WalkMe content is currently available in only English.

Smart walk-throughs powered by WalkMe are available for the following workflows within SAP Ariba Contracts:

- Creating a contract workspace
- Adding a line item to a contract workspace
- Importing line items to a contract workspace using the Simplified Excel Import functionality

Examples of the User Interface

The WalkMe panel can be accessed by selecting the ( ) in the banner of each page.



Implementation Details

Configuration

WalkMe is enabled by default. The following self-service parameters are available to administrators in the **Intelligent Configuration Manager** to manage WalkMe configurations.

- Enable the SAP WalkMe feature [page 377]
- Specify URL for WalkMe custom content [page 378]
- Enable WalkMe analytics [page 378]

Business End User Tasks

When users select the () icon on a page, the WalkMe panel shows the walk-throughs specific to that page. Users can choose from the available walk-throughs to begin a guided tour. They can choose to end the walk-through at any point.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-16
Reference Number	SCONTR-1444
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

WalkMe Available in SAP Ariba Products [page 373]

Supplier Management Integration with WalkMe

Business Details

This feature integrates SAP Ariba Supplier Lifecycle and Performance with WalkMe Digital Adoption Platform. Users can take advantage of easy-to-understand guidance powered by WalkMe.

WalkMe is an AI-powered digital adoption solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

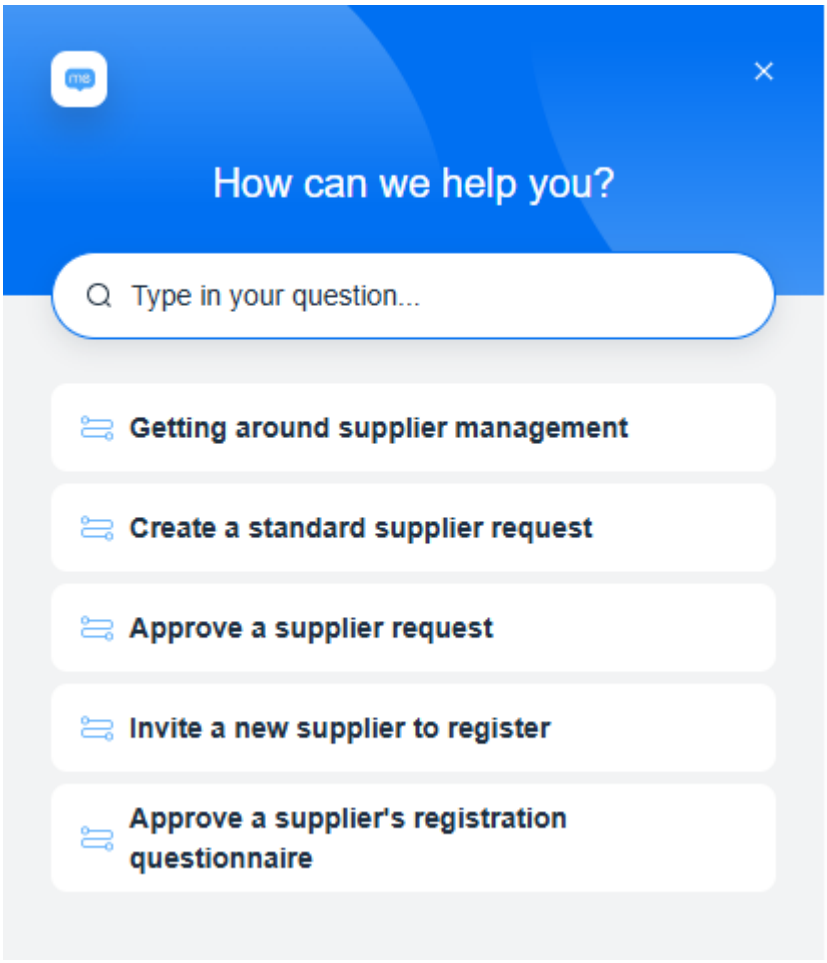
Supplier Management WalkMe integration includes several standard smart walk-throughs from SAP Ariba for common workflows. Customers can also choose to develop their own content by first purchasing WalkMe Premium for SAP Ariba solutions. For more information about WalkMe Premium for SAP Ariba solutions, see https://walkme.com .

> **Note**
>
> WalkMe content is currently available only in English.

Changes to the User Interface

When WalkMe is enabled, the WalkMe icon () is added in the banner of each page.

Users open the WalkMe panel by clicking the WalkMe icon ().



If you have an SAP Companion help system enabled, its help content remains available.

Implementation Details

General Prerequisites

WalkMe must be enabled. It's enabled by default.

Authorizations

To see specific walk-through steps, users must have permission to access the associated pages.

Configuration

- WalkMe is enabled by default in SAP Ariba Supplier Lifecycle and Performance. An administrator can use the following self-service configuration parameters in **Intelligent Configuration Manager** to manage WalkMe:
  - Enable the SAP WalkMe feature [page 377]
  - Specify URL for WalkMe custom content [page 378]
  - Enable WalkMe analytics [page 378]

  These parameters are general settings that control WalkMe in all available applications in your solution package.

- Since SAP Companion and WalkMe are both help systems with similar functions,SAP Ariba recommends choosing which system you want to use and disabling the other one.

Business End User Tasks

WalkMe in SAP Ariba Supplier Lifecycle and Performance [page 260]

Effects on Existing Data

If you have an SAP Companion help system enabled, its help content remains available when WalkMe is enabled. SAP Companion guided tours aren't compatible with WalkMe and aren't available in sites where WalkMe is enabled.

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SLP-2265
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SLP
Area	Not Applicable

Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

WalkMe Available in SAP Ariba Products [page 373]

WalkMe in SAP Ariba Supplier Lifecycle and Performance

WalkMe Digital Adoption Platform is available in SAP Ariba Supplier Lifecycle and Performance.

WalkMe is an AI-powered digital adoption solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

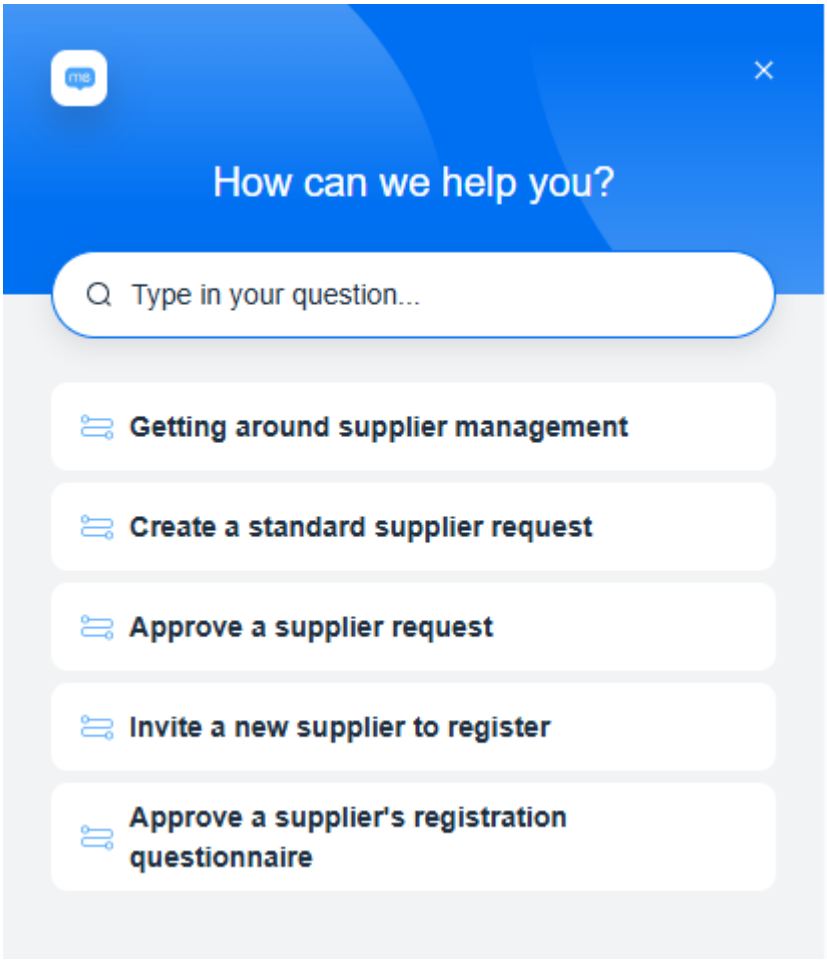
> **Note**
>
> The following features and functionalities provided by SAP as part of SAP Ariba Supplier Lifecycle and Performance including automation and transaction processing may be continuously improved on behalf of the customer. SAP may use Customer Data in order to achieve such improvement.

WalkMe is enabled by default in SAP Ariba Supplier Lifecycle and Performance. An administrator can manage WalkMe using the following self-service configuration parameters in **Intelligent Configuration Manager**:

- Enable the SAP WalkMe feature [page 377]
- Specify URL for WalkMe custom content [page 378]
- Enable WalkMe analytics [page 378]

These parameters are general settings that control WalkMe in all available applications in your solution package.

Users click the WalkMe icon () in the banner of each page to launch the WalkMe panel.



If you have an SAP Companion help system enabled, its help content is available alongside WalkMe. In the WalkMe panel, choose **Switch to Help Topics** to switch to SAP Companion help. In the SAP Companion panel, choose **Switch to Guided Help** to switch back to the WalkMe panel. SAP Companion guided tours aren't compatible with WalkMe and aren't available when WalkMe is enabled.

WalkMe includes the following standard smart walk-throughs from SAP Ariba:

- An introductory walkthrough that introduces the **Supplier Management** dashboard and shows users how to launch the WalkMe panel.
- Walk-throughs for following the following supplier management processes:
  - Creating a standard supplier request
  - Creating a Dun & Bradstreet supplier request
  - Approving a supplier request
  - Starting a supplier registration
  - Approving a supplier registration questionnaire

  Users can only see the walk-through steps for the workflows and workflow pages they have permission to access.

Users can start any of the available smart walk-throughs for the process for which they need help. Each walk-through provides short descriptions of the main steps and guides them through the procedure for completing a process. They can choose to close a walk-through at any point.

Customers can also choose to develop their own content by first purchasing WalkMe Premium for SAP Ariba solutions. For more information about WalkMe Premium for SAP Ariba solutions, see https://walkme.com .

> **Note**
>
> If SAP Companion enabled for supplier management in your site, it and WalkMe are both help systems with similar functions. SAP Ariba recommends choosing which system you want to use and disabling the other one.

Displaying Comments when Updates are Requested for a Modular Questionnaire

Business Details

Modular questionnaires allow continuous updates or permanently close after the submitted answers are first approved or denied. Requesting an update reopens the questionnaire so that the recipient can update it once. When you request an update to a modular questionnaire and enter an (optional) comment about the update request, the comment along with its timestamp is now displayed in the **Comments** section of the modular questionnaire. For example, the comment is displayed in this manner: "UserXYZ has requested an update for questionnaireABC".

Implementation Details

Authorizations

To request an update to a modular questionnaire, you must be a member of the **SM Modular Questionnaire Manager**, **Supplier Risk Engagement Expert**, or **Supplier Risk Engagement Governance Analyst** group.

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Administration
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SLP-2272
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SLP
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Inviting Suppliers to Fill Out Standalone Modular Questionnaires

Enhancement to Guided Sourcing

Business Details

This feature introduces enhancements to various guided sourcing user interfaces and functions.

The following enhancements are added to guided sourcing:

- The event monitor page, and bid console page for auctions, displays additional supplier participation statuses. The list of supplier participation statuses for guided sourcing is now:
  - **Not yet viewed**
  - **Decline to Respond**

    - **Placed bids**
    - **Declined after accepting agreement** (A participant accepts the agreement, but then chooses **Decline to Respond** on the event. Alternative bids must be enabled in the template.)
    - **Accepted Agreement**
    - **Declined Agreement**
    - **Intends to Participate**
    - **Submitted Prerequisites**
    - **Submitted Prebid**
    - **Reconciled Lot Details**
    - **Participated with Alternative**
    - **Submitted Prebid with Alternative**
    - **Awarded**
- The user interface for **SAP Ariba Standard format** imports and exports displays the following new checkbox options:
    - **Rules**
    - **Currency Conversion Rates** (**Currency Rules** must be set to **Yes** and must not be hidden in the template.)
    - **Buyer terms**

  Checkbox visibility depends on the configuration of event rules and if relevant data is available.
- Bid change reports are now supported in guided sourcing. If a supplier has submitted at least two bids, this report is available for that supplier.
- The event monitoring page and bid console page display icons for suppliers that are currently logged in to the application.

Implementation Details

General Prerequisites

Your site must have guided sourcing enabled and you must be a member of the **Category Buyer**.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SOURCE-2260
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enhancements to Optimization Scenarios in Guided Sourcing

Business Details

This feature introduces multiple user interface changes to optimization scenarios in guided sourcing.

Changes to the User Interface

This feature introduces the following changes to optimization scenarios in guided sourcing:

- A new **Refresh** link is now available on outdated scenario cards to update the scenarios.
- Clicking **Refresh** displays a message at the top of the guided sourcing event page, specifying the status of the refresh action. If an item or a supplier is deleted from a single- or multi-round event, clicking **Refresh** results in an error message at the top of the page, indicating that the constraints must be edited.
- Hovering over a scenario card displays a message: **Refresh scenario to fetch the latest details**.

- Clicking the more icon () on the scenario card opens a popup that includes a new option: **Edit constraints**.
- Clicking **Optimize** while creating or editing a scenario displays a message at the top of the page, specifying that scenario optimization is in progress.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- You must be the event owner or have project owner capabilities for the event.
- The event must be in the **Review responses** state (also referred to as the **Pending Selection** state).
- You must use a guided sourcing event template with the event rule **Enable multi-round bidding** set to **Yes** or **Delegated**. For more information, see How to configure event templates for guided sourcing in the *Setting up guided sourcing* guide.
- The template used to create the event must have rollup terms that have ranking order specified.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	SOURCE-2327
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Create Partitioned Events in Guided Sourcing

Business Details

This feature enables you to create partitioned events in guided sourcing. In a partitioned event, specific event team members who do not have project owner capabilities can invite their own set of participants to the event, view only responses from the participants that they invited, and update post-bid terms only for responses from these participants.

Team members in groups with the **Sourcing Supplier List Editor** role (SSLE team members) and **Sourcing Content Editor** role (SCE team members) can use the Event Management API to perform various actions.

Table 4: Roles and Their Available Actions

Role			
Sourcing Supplier List Editor	**Sourcing Content Editor**	**Can Perform This Action...**	**By Using This Endpoint**
✓	✓	Retrieve details of a specific event	`GET /events/{eventId}`
✓	✓	Create an event	`POST /events`
✓	✓	Retrieve all item details	`GET /events/{eventId}/items`
✓	✓	Retrieve specified item details	`GET /events/{eventId}/items/{itemId}`
✓	✓	Edit items in a guided sourcing event only if they are associated with the item and are part of the **Additional Editor Groups**	`PUT /events/{eventId}/items`

Role			
Sourcing Supplier List Editor	Sourcing Content Editor	Can Perform This Action...	By Using This Endpoint
✓	✓	Retrieve information about suppliers invited by them	`GET /events/{eventId}/supplierInvitations`
✓	✓	Invite contacts to event	`POST /events/{eventId}/supplierInvitations`
✓	✓	Edit the details of suppliers only whom they previously invited	`PUT /events/{eventId}/supplierInvitations`
✓	✓	Remove (uninvite) supplier contacts from the event whom they previously invited	`DELETE /events/{eventId}/supplierInvitations`
✓	✓	Download attachments for the specified item and term in an event	`GET /events/{eventId}/items/{itemsId}/attachments/{attachmentId}/content`
	✓	Update line items	`PUT /events/{eventId}/items`
	✓	Upload a file as an attachment for the specified item and term in an event	`POST /events/{eventId}/items/{itemsId}/attachments`
✓		Delete a supplier from a particular item	`DELETE /events/{eventId}/items/{itemId}/supplierInvitations`

> **Note**
>
> SSLE and SCE team members cannot perform the following actions:
>
> - Modify current events by using the `PUT /events/{eventId}` endpoint.
> - Add new line items by using the `POST /events/{eventId}/items` endpoint.

Changes to the User Interface

Two new columns are added to the **Suppliers** table in the guided sourcing event draft page:

- **Invited by**: Displays the role of users who invited the supplier.
- **Inviter project team**: Displays the group of users who invited the supplier.

In the **Invite suppliers** page, when team members in groups with the **Sourcing Supplier List Editor** role (SSLE team members) and **Sourcing Content Editor** role (SCE team members) try to add a participant who has already been invited by another team member or the project owner, an error message appears.

The following UI options do not appear for SSLE and SCE team members:

- The *Team* icon ( )
- The **Create new round** option, accessed by clicking the more icon (•••) in the top-right corner of the event page.

SSLE and SCE team members can't edit the following:

- Time and duration of the event
- General event information (also referred to as header information)

SSLE and SCE team members have access only to the following reports, which display data only for suppliers they invited:

- Bid Comparison Report
- Supplier invitation report
- Supplier Response Report
- Bid History Report
- Questions and Terms Report

UI updates for guided sourcing full project components:

- **Project Insights** panel:
  - **Events** tile: SSLE and SCE team members can view only the project's events to which they are invited.
  - **Tasks** Tile: SSLE and SCE team members can see only the project's tasks to which they are assigned.
  - **Supplier Participation** tile: SSLE and SCE team members can view supplier statuses exclusively for the project's events to which they are invited.
  - **Event Award Split by Suppliers** tile: SSLE and SCE team members can view award information for events only if they invited the awarded suppliers.
  - **Contracts** tile: SSLE and SCE team members can view contracts created from awarded events only if they invited the involved suppliers.
- **Tasks** panel: SSLE and SCE team members can complete task and phase-related actions directly from the Tasks panel, but only if they are assigned to those tasks and phases.
- **Events and Other Documents** panel: SSLE and SCE team members can perform essential document and folder-related actions directly from this panel, but only if they are assigned to the folders and documents.

Implementation Details

General Prerequisites

- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.
- A member of the **Customer Administrator** group must enable the Intelligent Configuration Manager (ICM) parameter `Application.AQS.Minerva.EnablePartitionedEventsInGuidedSourcing`. For more information, refer to Allow users to create partitioned events in guided sourcing.

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.

Configuration

Allow users to create partitioned events in guided sourcing

Business End User Tasks

Creating Partitioned Events in Guided Sourcing

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba APIs SAP Ariba Developer Portal
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SOURCE-2342
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable

Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Add Contract Workspace Content to Guided Sourcing Follow-On Projects

Business Details

This feature allows buyers to add content from a contract workspace when initiating guided sourcing follow-on projects. By directly transferring contract data, it ensures that all terms, line items, and specifications are accurately incorporated, simplifying the creation process, and eliminating the need for manual data entry.

To add line items from a contract workspace:

1. While working in a guided sourcing follow-on project, select **Add** > **Items from predecessor project** from the **Items that need quotes** section.
2. On the **Add content from Projects** page, choose the line item document within the contract workspace.
3. Select the items you want to add and click **Select**.

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SOURCE-2538
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Display Remaining Time for Line Items in Bid Console for Guided Sourcing Auctions and Competitive RFPs

Business Details

This feature enables buyers to view the remaining time for line items and lots within the **Bid Console** page and is applicable to guided sourcing events such as English forward auctions, English reverse auctions, and competitive RFPs.

> **Note**
>
> This feature is not available for parallel competitive events, Japanese auctions, or Dutch auctions.

Changes to the User Interface

The following changes are introduced in guided sourcing events such as English forward auctions, English reverse auctions, and Competitive RFPs:

- The table in the **Bid Console** page, listing lots and items along with their details, now includes a new column titled **Time Remaining**. This column displays the remaining time for each item in the states of scheduled, open, review, or overtime.
- When you select multiple items from the **Lots** table and click **Watch**, the **Time Remaining** field in the top-right corner of the **Bid Console/Watching** page displays the time remaining to submit a bid for the item with the latest end time among all selected items.

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- The guided sourcing event must be either an English forward auction, an English reverse auction, or a Competitive RFP.
- The event must have option to view the bid console.
- The **Choose how lots will open and end** rule for the event must be set to **Staggered** or **Serial**.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	SOURCE-2544
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Event Search Filters on the Supplier Home Page in Sourcing Events

Business Details

This feature introduces search filtering to the *Supplier* Home Page for sourcing events, allowing suppliers to set their own default filters. These filters are automatically applied during event searches, providing personalized results unique to each user without impacting others.

Changes to the User Interface

A new section, **Event Search Filters**, is added to the *Supplier* Home page for a sourcing event featuring the following UI elements:

- **Filters**: Select criteria such as event **ID**, **Event State**, **Commodity**, **Regions**, **Last Modified** date, **Bidding Start Time**, and **Bidding End Time** to refine your search.
- **Search**: Click this button to locate events based on your chosen filters.
- **Set as Default Search**: Click this button to save your preferred filter settings for easy access in future searches. Once you set a default filter, it will automatically load and fetch the related data whenever a supplier logs in.
- **Reset**: Click this button to remove your current filter selections and start a new search without any filters applied.
- **Restore Default Search**: This button appears after you click **Set as Default Search**, allowing you to revert to your saved default filter settings.

All filter fields are applied using the AND operator, meaning that an event must meet all selected criteria and conditions to match your filter. For example, if you select **Event State** as **Open**, **Commodity** as **Building and Construction Machinery and Accessories 22**, and **Regions** as **APAC Asia Pacific**, your search will return only those events that satisfy all these conditions.

When a supplier logs in for the first time, only open events are displayed. Suppliers can set default filters to personalize their view. Without a default filter set, open events will display automatically. If no event state is selected, events are grouped by their current state, showing all events with the same status together.

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.
- The sourcing event must be in one of the following states: *Monitor*, *Open*, *Pre-bid*, *Pending Selection*, or *Completed*.
- A member of the **Customer Administrator** group must enable the Intelligent Configuration Manager (ICM) parameter `Application.ACM.EnableEventSearchOnSupplierHomepage`.

Configuration

Enable event search on supplier home page

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	SOURCE-2585
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Enhancement to WalkMe in Guided Sourcing

Business Details

This feature enables WalkMe integration with guided sourcing for all customers and expands the amount of guided sourcing pages that support WalkMe content.

> **Note**
>
> WalkMe is disabled by default for customers who use SAP Enable Now for custom help content. WalkMe can still be enabled for those customers, though.

WalkMe is an AI-powered Digital Adoption Platform (DAP) that empowers organizations to deliver real-time guidance, automation, and insights directly within the flow of work. By analyzing user interactions across software systems, WalkMe helps identify friction points, improve user proficiency, and promote self-sufficiency. This leads to faster technology adoption, enhanced productivity, and greater return on enterprise software investments.

Users access WalkMe by clicking the  icon in the banner of any supported page, including supported classic interface pages. If SAP Companion content is available for the page you are on, WalkMe displays a **Switch to Help Topics** option at the bottom of the WalkMe panel. If you choose to switch to SAP Companion content, you can switch back to WalkMe with the **Switch to Guided Help** option, located in the same location.

Changes to the User Interface

- WalkMe now uses the  icon, located in the shell bar at the top of the page. Previously, the icon was  and it appeared in the lower right part of the window.
- WalkMe displays a **Switch to Help Topics** option at the bottom of the panel if SAP Companion content is available. This switches the panel to show SAP Companion content. You can return to WalkMe with **Switch to Guided Help**, which replaces **Switch to Help Topics** when you are viewing SAP Companion content.

Implementation Details

General Prerequisites

To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Configuration

- WalkMe is enabled by default, unless you use SAP Enable Now for custom help content. To disable it, set the ICM parameter `Application.Dashboard.EnableWalkMeFeature` to **No**.
- If you have developed content using WalkMe Premium, configure the ICM parameter `Application.Dashboard.WalkMeCustomerSystemUrl` to specify the URL of custom WalkMe content. If this parameter is empty (default), WalkMe displays standard content.
- Analytics are collected by default to log the usage of WalkMe. To disable it, configure the parameter `Application.Dashboard.WalkMeEnableAnalytics` to **No**.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SOURCE-2641
Sub Process (Modular Business Process)	Not Applicable

Application Component	BNS-ARI-SRC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

WalkMe Available in SAP Ariba Products [page 373]

AI Copilot Joule in Guided Sourcing

Business Details

Joule, SAP's generative AI copilot, is now available in guided sourcing. Joule uses a conversational interface to help users complete tasks efficiently. It leverages generative and other AI technologies to understand natural language requests, identify intent, perform actions, and provide insights. Using generative AI, it can execute tasks, deliver tailored responses, and summarize information effectively.

> **Note**
>
> AI copilot Joule in guided sourcing will be in Early Access until September 19th, 2025, at which time it will be made generally available to customers.

Joule can assist you with your product-related questions by finding answers in the product documentation published on the SAP Help Portal. Along with the answers, it provides direct links to the relevant source documents, allowing you to explore the details further. You can also perform tasks such as viewing the details of a document or approving a document from within the Joule interface. For the list of tasks that you can perform using Joule, refer to the topicJoule Capabilities in Guided Sourcing [page 280] .

> **Note**
>
> Connect to the data center in which your SAP Ariba Strategic Sourcing Suite solution is currently deployed. It is recommended to use the same infrastructure provider as the SAP Ariba Strategic Sourcing Suite infrastructure provider.
>
> To access Joule within SAP Ariba Strategic Sourcing Suite, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Changes to the User Interface

The Joule icon ( ) is now available in the top right of the shell bar. Clicking the icon brings up the Joule panel, where you can ask your questions.

Implementation Details

General Prerequisites

Joule must be integrated with SAP Ariba Strategic Sourcing Suite and SAP Strategic Procurement. See Integrating Joule with SAP Ariba Solutions [page 238]

Configuration

Configure Joule to display only the events that are created by the user [page 283]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	AI
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-09-19
Reference Number	SOURCE-2725
Sub Process (Modular Business Process)	Not Applicable

Application Component	CA-JOULE BNS-ARI-GS-JOU
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Joule Capabilities in Guided Sourcing

Guided sourcing is integrated with Joule, SAP's generative AI copilot.

You can ask Joule questions about your sourcing events, bids received, and supplier information in a natural conversational language. Using generative AI, Joule provides immediate and relevant answers to your questions. This topic lists the capabilities available in the Joule Base offering for guided sourcing

You can access Joule by clicking the Joule icon ( ) in the top right of the shell bar.

Prerequisites

Joule must be integrated with SAP Ariba Strategic Sourcing Suite. Refer to Integrating Joule with SAP Ariba Solutions.

> **Note**
>
> - If you've enabled IAS manually, you must create a Support ticket requesting for onboarding Joule.
> - Due to ICM auto-enablement limitations, Joule is not supported in TDD/Dev or Supplemental realms.

The following roles are required to carry out the mentioned tasks:

Task	Role Required
Create a guided sourcing event	• Category Buyer and One of the following: • Junior Sourcing Agent • Sourcing Agent • Sourcing Project Administrator • Sourcing Approver • Event Administrator • Limited Event Administrator

Task	Role Required
Create a guided sourcing project	• Category Buyer and One of the following: • Junior Sourcing Agent • Sourcing Agent • Sourcing Project Administrator • Sourcing Approver • Event Administrator • Limited Event Administrator
Create a guided sourcing request	• Category Buyer and One of the following: • Junior Sourcing Agent • Sourcing Agent • Sourcing Project Administrator • Sourcing Approver • Event Administrator • Limited Event Administrator • Sourcing Manager
Navigate to My Tasks page	One of the following: • Junior Sourcing Agent • Sourcing Agent • Sourcing Project Administrator • Sourcing Approver • Event Administrator • Limited Event Administrator • Sourcing Manager
Navigate to the For You page	Category Buyer
Navigate to a sourcing event	One of the following: • Junior Sourcing Agent • Sourcing Agent • Sourcing Project Administrator • Sourcing Approver • Event Administrator • Limited Event Administrator • Sourcing Manager • Operational Junior Sourcing Agent

Task	Role Required
Navigate to a sourcing project	One of the following: • Junior Sourcing Agent • Sourcing Agent • Sourcing Project Administrator • Sourcing Approver • Event Administrator • Limited Event Administrator • Sourcing Manager • Operational Junior Sourcing Agent

Joule Capabilities

The following capabilities are available in Joule in guided sourcing:

Use Case	Description	Example Prompts
List sourcing events	Displays the list of sourcing events created within a specified number of past days. Only the events that the user has created are displayed. To see events that the user either owns or has permission to view, the ICM parameter **Configure Joule to display only the events that are created by the user** (`Application.AQS.RFX.ShowOnlyUserCreatedEvents`) must be set to False.	**`Show me the sourcing events I created in the last 30 days`**
Show approval status of sourcing event	Displays the status of the approval task for a particular event.	**`Show me the status of approval task having task Id "TSK123".`**
Show status of a sourcing event	Displays the status of an event.	**`Show me the status of sourcing event having the event Id Doc123.`**
Show all tasks of a sourcing event	Displays all the tasks of a sourcing event.	**`What are the tasks for the sourcing event having the event Id Doc123?`**
Show approvers for a task	Displays the approvers of a task.	**`Who are the approvers of the task TSK123?`**
Retrieve supplier bids	Displays the bids placed by the suppliers invited for that event.	**`Show me the bids received for the sourcing event Doc123`**

Use Case	Description	Example Prompts
Retrieve event timing	Displays the time remaining for the event to end. It also informs if the event is already closed.	**Show me the time remaining for "event_ID"**
Retrieve supplier invitation details	Displays the list of all the suppliers who were invited for the event.	**Show me the list of all suppliers who were invited to the sourcing event with event id Doc123**
Retrieve supplier bid details	Displays the list of all the suppliers who have responded to the event.	**Show me suppliers who have bid for the sourcing event Doc123**
Send reminder emails to suppliers	Displays the list of all the suppliers who have responded to the event.	**Send reminder to suppliers about event end time**
List pending approvals	Displays the tasks that need the user's approval.	**Show me tasks that are pending my approval**
Process approval	Approves the task.	**Approve task having task id TSK12344 with the comment Approved**
Navigate to the **My Tasks** page	Navigates the user to the **My Tasks** page.	**Open the My Tasks page.**
Navigate to the **For You** page	Navigates the user to the **For You** page.	**Open the For You page.**
Navigate the user to a sourcing event or project	Navigates the user to a specified sourcing event or project.	**Take me to sourcing event Doc12345.** **Take me to sourcing project WS54321.**
Navigate the user to an object creation page.	Navigates the user to the relevant page to create a new sourcing project, event, or request.	**Create a new sourcing project.** **Create a new sourcing event.** **Create a new sourcing request.**

Configure Joule to display only the events that are created by the user

Specifies whether Joule displays only the events created by the user.

ID	`Application.AQS.RFX.ShowOnlyUserCreatedEvents`
Name	**Configure Joule to display only the events that are created by the user**
Default value	**True**

When set to **True**, which is the default value, Joule only shows events that the user has created. When set to **False**, Joule displays events that the user either owns or has permission to view.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Integrating Joule with SAP Ariba Solutions

This topic describes the steps on how to integrate Joule with SAP Ariba procurement, sourcing, and supplier management solutions.

To access Joule within SAP Ariba solutions, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Prerequisites

- You've reviewed and carried out the steps described in Initial Setup.
- You've referred to the security related information for Joule.
- You've fulfilled the necessary prerequisites as mentioned in Prerequisites.
- You have integrated the SAP Ariba solution with Identity Authentication as Joule leverages the IAS setup of the SAP solution for user login. For integration information, refer to SAP Ariba Integration Scenario.
  You can also refer to the following blog posts for more information:
  - Overview: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication
  - Configuration: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication
  - Identity Federation: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication

Integration Steps

The integration process involves the following steps:

1. Configure Trust to the Identity Authentication Tenant
2. Configure Trusted Domain in SAP BTP
3. Configure User Attributes for Joule from the Identity Directory
4. Configure Trusted Domains in Identity Authentication
5. Run the Joule Booster

> **Note**
>
> Since you can connect only one instance of each system type to a single Joule instance, you must run the Joule booster separately for each child realm in an FCP/Multi-ERP setup with multiple child realms.

> Consequently, if you work across multiple child realms, you will access a different Joule instance in each child realm. In addition, navigational pattern use cases might be impacted if you work across child realms having different permissions in each child.

6. Configure Destination to Use Navigation Service
7. Create OAuth Credentials for the CDM API [page 239]
8. Configure Destinations [page 240]
9. Configure Identity Provisioning Service From SAP Ariba Applications to IAS [page 244]
10. Configure Identity Provisioning Service from IAS to SAP Build Work Zone [page 245]

Related Information

What is Joule
Integrating Joule with SAP Solutions
Joule Security Guide

Create OAuth Credentials for the CDM API

You must create the OAuth credentials in the SAP Ariba Developer Portal of your data center.

Context

The credentials that you create in the SAP Ariba Developer Portal will be used during the configuration of design and runtime destinations.

Procedure

1. Sign in to the SAP Ariba Developer Portal (https://developer.ariba.com/api/home) as a user with the **Organisation admin** role and select your data center.
2. Navigate to **Manage** > **Applications**.
3. Locate the desired application in the application list on the left.
4. Click **Actions** > **Request API Access**.
5. Select one of the APIs:
   - For SAP Ariba Strategic Sourcing Solutions, select **SAP Build Work Zone CDM Content API for Sourcing**.
   - For SAP Ariba Procurement solutions, select **SAP Build Work Zone CDM Content API for Procurement**.
6. Choose one of the following tenants:

- For SAP Ariba Strategic Sourcing Solutions, select **Sourcing** .
- For SAP Ariba Procurement solutions, select **Procurement** .

7. Select all the realms and submit the request.

   The request must be approved by the Open API team. Once approved, go to **Actions** and generate the OAuth secret.

   For more information on creating APIs, see

   - Administrator Functions Related to Applications on the SAP Ariba Developer Portal
   - Finding Your Application's Application Key and OAuth Client ID
   - Generating the OAuth Secret and Base64 Encoded Client ID and Secret
   - OAuth Access Token Request and Receipt

Configure Destinations

This document provides you with the information to configure design-time destinations and runtime destinations.

To integrate the content you exposed on the SAP Ariba system into SAP Build Work Zone, standard edition, you need to configure a design-time destination to define the location from which to fetch the exposed content. In addition, you configure the runtime destinations to obtain the resources needed to run the federated apps in runtime. For more information, see Configure Destinations.

Design-Time Destination for SAP Ariba Strategic Sourcing Solutions

1. In the SAP BTP cockpit, in your subaccount, navigate to **Connectivity** > **Destinations** .
2. Use the following properties to define the design-time destination:

Property	Value
Name	We recommend to add the suffix `dt` to the name. **Note** The name must contain only lowercase letters.
Type	**HTTP**
Description	Enter a description
URL	The URL of the Virtual Host of your Cloud Connector: `https://<data center>.openapi.ariba.com/api/sourcing-cdm-content/v1/prod/cdmForJoule?realm=<realm name>` For example, https://eu.openapi.ariba.com/api/sourcing-cdm-content/v1/prod/cdmForJoule?realm=<realm name>
Proxy Type	**Internet**
Authentication Method	`OAuth2ClientCredentials`

Property	Value
Client ID	**`<Client ID>`** Copy the **`clientid`** field value from the SAP Ariba Developer Portal for CDM API.
Client Secret	**`<Client Secret>`** Copy the **`clientsecret`** field value from the SAP Ariba Developer Portal for CDM API.
Token Service URL	**`<Token Service URL>`** Copy the token service URL from the SAP Ariba Developer Portal for CDM API.

3. In the **Additional Properties** section, enter the following information:

Property	Value
URL.headers.apiKey	Copy the API key from the SAP Ariba Developer Portal for CDM API

Runtime Destination for SAP Ariba Strategic Sourcing Solutions

1. The runtime destination defines the location from which to obtain the resources needed to run the federated apps in runtime.

Property	Value
Name	We recommend to add the suffix **`rt`** to the name. **Note** The name must contain only lowercase letters and must not contain the underscore (_) character.
Type	**HTTP**
Description	Enter a description.
URL	The URL of the Virtual Host of your data center: **`https://s1-<data center>.ariba.com`** For example, https://s1-eu.ariba.com, or https://s1-us.ariba.com
Proxy Type	**Internet**
Authentication Method	NoAuthentication

2. Add the following additional properties:

Property	Value
sap-start	`true`
ariba.realm	`<realm name>`

Create a Content Provider for SAP Ariba Strategic Sourcing Solutions

In SAP Build Work Zone, standard edition, in the **Channel Manager**, define the SAP Ariba sourcing system as content provider. For more information, seeManage Content Providers.

1. In the SAP BTP cockpit, log on to your subaccount as administrator.
2. In your subaccount, go to **Instances and Subscriptions** and launch SAP Build Work Zone, standard edition.
3. In SAP Build Work Zone, standard edition, go to **Channel Manager**.
4. Choose **+ New** to add a new content provider.

Field	Value
Title	`SAP Ariba Strategic Sourcing solution` or any other meaningful name
ID	`ariba_sourcing`
Design-Time Destination	Select the design time destination
Runtime Destination	Select the runtime destination
Runtime Destination for Dynamic Data	The runtime destination for retrieving dynamic data to display on dynamic tiles. By default, the default runtime destination is used.
Automatically add all content items to subaccount	`true`
Use the Identity Provisioning service to provision user authorizations	`true`

A new row is added to the **Content Channels** table, with the status **Creating**.

When the content provider is ready, the status changes to **Created**.

Click the **Report** link to see the number of roles, apps, groups, catalogs, spaces, pages, and URL templates that are included in the content provider.

The content provider is now visible also in the **Content Explorer**.

Design-Time Destination for SAP Ariba Procurement solutions

1. In the SAP BTP cockpit, in your subaccount, navigate to **Connectivity** > **Destinations**.

2. Use the following properties to define the design-time destination:

Property	Value
Name	We recommend to add the suffix **`dt`** to the name. **Note** The name must contain only lowercase letters.
Type	**`HTTP`**
Description	Enter a description
URL	The URL of the Virtual Host of your Cloud Connector: `https://<data center>.openapi.ariba.com/api/procurement-cdm-content/v1/prod/cdmForJoule?realm=<realm name>` For example, https://eu.openapi.ariba.com/api/procurement-cdm-content/v1/prod/cdmForJoule?realm=<realm name>
Proxy Type	**`Internet`**
Authentication Method	**`OAuth2ClientCredentials`**
Client ID	**`<Client ID>`** Copy the **`clientid`** field value from the SAP Ariba Developer Portal for CDM API.
Client Secret	**`<Client Secret>`** Copy the **`clientsecret`** field value from the SAP Ariba Developer Portal for CDM API.
Token Service URL	**`<Token Service URL>`** Copy the token service URL from the SAP Ariba Developer Portal for CDM API.

3. In the **Additional Properties** section, enter the following information:

Field	Value
URL.headers.apiKey	Copy the API key from the SAP Ariba Developer Portal for CDM API

Runtime Destination for SAP Ariba Procurement solutions

1. The runtime destination defines the location from which to obtain the resources needed to run the federated apps in runtime.

Property	Value
Name	We recommend to add the suffix `rt` to the name. **Note** The name must contain only lowercase letters and must not contain the underscore (_) character.
Type	**HTTP**
Description	Enter a description.
URL	The URL of the Virtual Host of your data center: `https://s1-<data center>.ariba.com` For example, https://s1-eu.ariba.com, or https://s1-us.ariba.com
Proxy Type	**Internet**
Authentication Method	NoAuthentication

2. Add the following additional properties:

Property	Value
sap-start	`true`
ariba.realm	`<realm name>`

Create a Content Provider for SAP Ariba Procurement solutions

In SAP Build Work Zone, standard edition, in the **Channel Manager**, define the SAP Ariba procurement system as content provider. For more information, see Manage Content Providers.

1. In the SAP BTP cockpit, log on to your subaccount as administrator.
2. In your subaccount, go to **Instances and Subscriptions** and launch SAP Build Work Zone, standard edition.
3. In SAP Build Work Zone, standard edition, go to **Channel Manager**.
4. Choose **+ New** to add a new content provider.

Field	Value
Title	`SAP Ariba Procurement solution` or any other meaningful name
ID	`ariba_buyer`
Design-Time Destination	Select the design time destination
Runtime Destination	Select the runtime destination
Runtime Destination for Dynamic Data	The runtime destination for retrieving dynamic data to display on dynamic tiles. By default, the default runtime destination is used.
Automatically add all content items to subaccount	`true`

Field	Value
Use the Identity Provisioning service to provision user authorizations	`true`

A new row is added to the **Content Channels** table, with the status **Creating**.

When the content provider is ready, the status changes to **Created**.

Click the **Report** link to see the number of roles, apps, groups, catalogs, spaces, pages, and URL templates that are included in the content provider.

The content provider is now visible also in the **Content Explorer**.

Configure Identity Provisioning Service From SAP Ariba Applications to IAS

Follow the steps explained in the following topics to configure Identity Provisioning Service from SAP Ariba Applications to IAS.

- Configure SAP Ariba Applications as source system. For instructions, see SAP Ariba Applications.

  > **Note**
  >
  > Do the following steps in addition to the steps mentioned in this link:
  > - Remove `FamilyName` from the transformation.
  > - Add the filter `ariba.applications.user.filter` to filter only selected few Users during the sync. Enter the user name in the format "John.Doe".

- Configure SAP Cloud Identity Service – Identity Authentication as a target system. For instructions, see Identity Authentication.

  > **Note**
  >
  > Do the following steps in addition to the steps mentioned in this link:
  > - Remove `givenName`, `FamilyName`, `middleName`, and `honorificPrefix` from the transformation.
  > - Set `ias.support.patch.operation` to True.

Configure Identity Provisioning Service from IAS to SAP Build Work Zone

Configure the Identity Provisioning service to provision identities and their authorizations to SAP Build Work Zone, standard edition.

Navigation service of SAP Build Work Zone, standard edition service uses Identity Provisioning service (IPS) that is used to provision identities and their authorizations between source and target systems.

This section describes the steps to configure the source system (Identity Authentication) and target systems (SAP Build Work Zone, standard edition) in the Identity Provisioning of your IAS application user interface. For some customers, the Identity Authentication and SAP Build Work Zone systems are already configured as the source and target system by the Upgrade Center.

The following configurations are required to provision:

1. Configure the Identity Provisioning service to provision identities and their authorizations to SAP Build Work Zone, standard edition.
2. User details like user email, Global User ID and group memberships from IAS to SAP Build Work Zone, standard edition.

> **Note**
>
> You must have the administrative access to your Identity Provisioning tenant and you need to enable the **Manage Identity Provisioning** role for your user. For more information, see Manage Authorizations in SAP Cloud Identity Infrastructure.

Configure the Source System

1. Login to your Identity Authentication tenant.
2. Navigate to **Identity Provisioning** > **Source System**.
3. Add IAS as a source system. For more information, see Add New Systems.
4. Select the source system configured for IAS from the left panel and go to the **Transformations** tab. You can switch to the JSON editor by choosing the code-bracket icon.
5. Ensure that the **group** entity has following configuration:

Property	Value	Description
Ignore	false	Ensures that the SCIM entity of the groups is considered during the provisioning of jobs.
Mappings	**Sample Code** `{ "sourcePath": "$.id", "targetVariable": "$.entityIdSourceSystem" },`	Ensures that the source ID field of the SCIM entity groups is set to `entityIDSourceSystem`

6. Switch to **Properties** tab and add or verify that the following properties are available using service key generated earlier for the SAP Build Work Zone, standard edition (foundation or standard plan):

Field	Value
URL	`portal-service` field value under `endpoints` node from the service key
Authentication	`BasicAuthentication`

Field	Value
User	`clientid` field value under `uaa` node from the service key
Password	`clientsecret` field value under `uaa` node from the service key
ProxyType	`Internet`
Type	`HTTP`
ias.api.version	2
ips.failed.request.retry.attempts	2
ips.failed.request.retry.attempts.interval	60
ips.trace.created.entity	true
ips.trace.failed.entity	true
ips.trace.failed.entity.content	false
ips.trace.skipped.entity	true
ips.trace.skipped.entity.content	false
ips.trace.updated.entity	true

Configure Target Systems

1. Create a new target system with following information:

Field	Value
Type	SAP Build Work Zone, standard edition
Name	Any meaningful name (Work Zone-Target)
Description	Any meaningful description
Source System	Select the IAS source system created previously.

2. Select the target system that you created from the left panel and go to the **Transformations** tab. You can switch to the JSON editor by choosing the code-bracket icon.
3. Choose **Edit**. Add the following attribute mapping for the **group** entity.

Property	Value	Description
Mapping	Sample Code `{ "sourcePath": "$.displayName", "optional": true, "targetPath": "$.externalId", "functions": [ { "function": "replaceAllString", "regex": " ", "replacement": "_" } ] }`	Ensures the `externalId` field of the SCIM entity groups is set to `externalId`.

4. Switch to **Properties** tab and add or confirm if the following properties are available using service key generated earlier for the SAP Build Work Zone, standard edition (foundation or standard plan):

Field	Value
URL	IAS URL under `endpoints` node from the service key
Authentication	**`BasicAuthentication`**
User	`clientid` field value under `uaa` node from the service key
Password	`clientsecret` field value under `uaa` node from the service key
ProxyType	**`Internet`**
Type	**`HTTP`**
OAuth2TokenServiceURL	`https://<uaa url>/oauth/token`
cflp.group.unique.attribute	`externalId, ['urn:ietf:params:scim:schemas:extension:2.0:mapping']['providerId']`
cflp.patch.group.members.above.threshold	**`5000`**
cflp.providerId	**`ariba_buyer`**

Field	Value
cflp.user.unique.attribute	`emails[0].value, ['urn:ietf:params:scim:schemas:extension:2.0:mapping']['providerId'],externalId`
ips.trace.failed.entity.content	`true`

5. Create another target system for sourcing applications and ensure that the `cflp.providerId` field value is set to `ariba_sourcing`.
   You can export the previously created target system, import the file, and make necessary changes.

Run Replication in IPS

1. Navigate to **Identity Provisioning** > **Source System**.
2. Select the source system configured for IAS and switch to the **Jobs** tab.
3. Run a **Read** or a **Resync** job as per your requirements to provision IAS users and roles to SAP Build Work Zone (`Navigation Service`).

> **Note**
>
> Depending on the job schedules and configuration, it may take twenty four to forty eight hours for the roles to reflect in the navigation service from IAS.

SAP Ariba Supplier Risk Integration with WalkMe

Business Details

This feature integrates SAP Ariba Supplier Risk with WalkMe Digital Adoption Platform. Users can take advantage of easy-to-understand guidance powered by WalkMe.

WalkMe is an AI-powered digital adoption solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

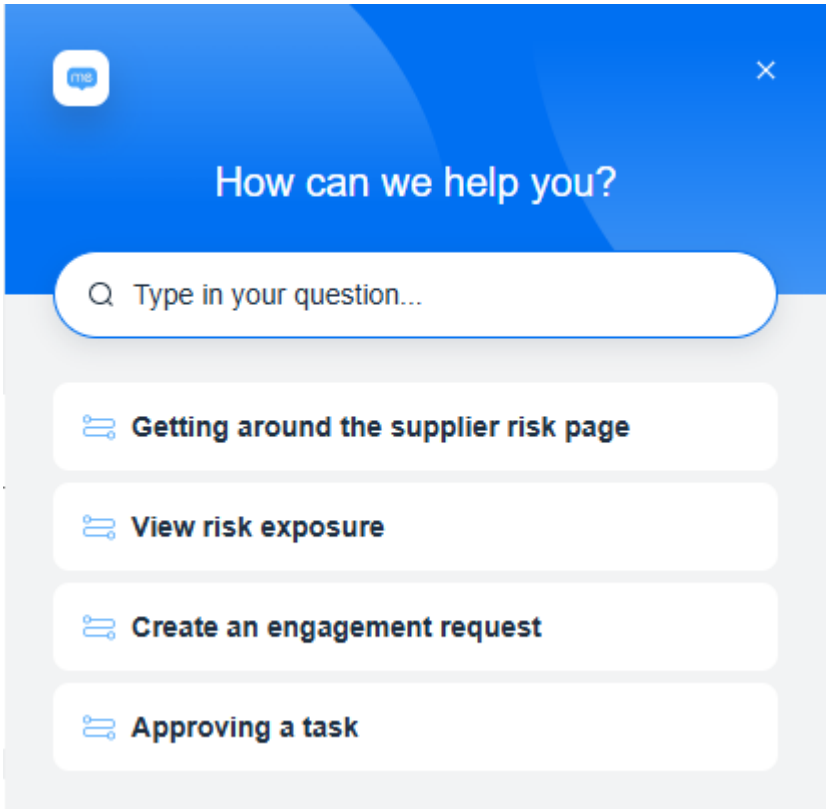
SAP Ariba Supplier Risk WalkMe integration includes several standard smart walk-throughs from SAP Ariba for common workflows. Customers can also choose to develop their own content by first purchasing WalkMe Premium for SAP Ariba solutions. For more information about WalkMe Premium for SAP Ariba solutions, see https://walkme.com .

> **Note**
>
> WalkMe content is currenly available in only English.

Changes to the User Interface

When WalkMe is enabled, the WalkMe icon ( ) is added to the banner of each page.

Users open the WalkMe panel by clicking the WalkMe icon ( ).



Implementation Details

General Prerequisites

WalkMe must be enabled. It's enabled by default.

Authorizations

To see specific walk-through steps, users must have permission to access the associated pages.

Configuration

WalkMe is enabled by default in SAP Ariba Supplier Risk. An administrator can use the following self-service configuration parameters in **Intelligent Configuration Manager** to manage WalkMe:

- Enable the SAP WalkMe feature [page 377]
- Specify URL for WalkMe custom content [page 378]
- Enable WalkMe analytics [page 378]

These parameters are general settings that control WalkMe in all available applications in your solution package.

Business End User Tasks

WalkMe in SAP Ariba Supplier Risk [page 298]

Technical Details

Product	SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SRISK-1714
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-RSK
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

WalkMe Available in SAP Ariba Products [page 373]

WalkMe in SAP Ariba Supplier Risk

WalkMe Digital Adoption Platform is available in SAP Ariba Supplier Risk.

WalkMe is an AI-powered digital adoption solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

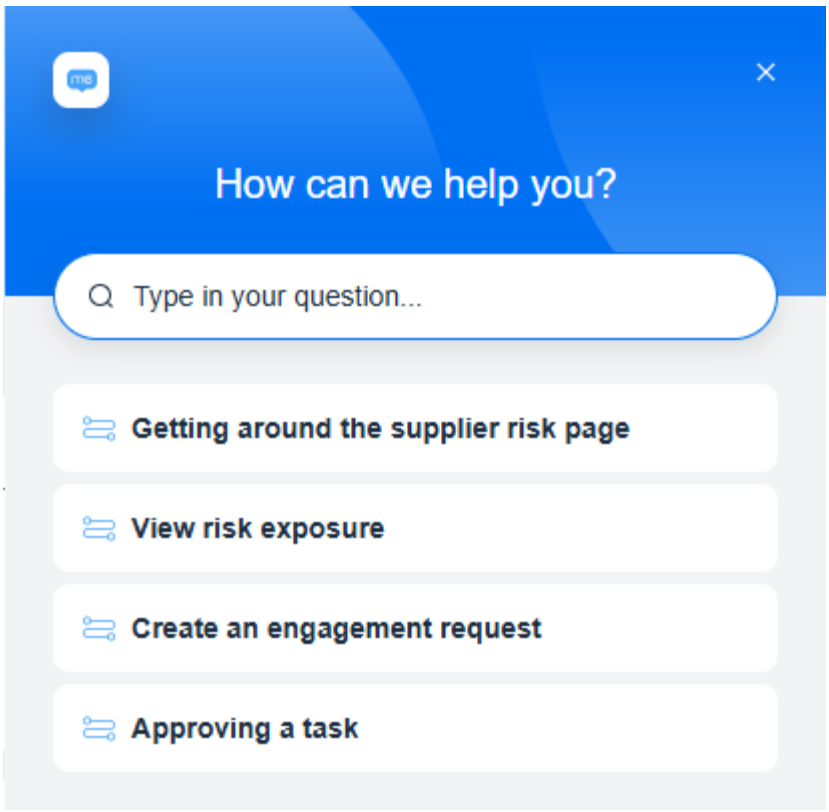
> **Note**
>
> The following features and functionalities provided by SAP as part of SAP Ariba Supplier Risk including automation and transaction processing may be continuously improved on behalf of the customer. SAP may use Customer Data in order to achieve such improvement.

WalkMe is enabled by default in SAP Ariba Supplier Risk. An administrator can manage WalkMe using the following self-service configuration parameters in **Intelligent Configuration Manager**:

- Enable the SAP WalkMe feature [page 377]
- Specify URL for WalkMe custom content [page 378]
- Enable WalkMe analytics [page 378]

These parameters are general settings that control WalkMe in all available applications in your solution package.

Users click the WalkMe icon ( ) in the banner of each page launch the WalkMe panel.



WalkMe includes the following standard smart walk-throughs from SAP Ariba:

- A welcome walk-through, which introduces SAP Ariba Supplier Risk and shows users how to launch the WalkMe panel.
- Walk-throughs for the following SAP Ariba Supplier Risk processes:
  - Monitoring supplier risk exposure
  - Creating and engagement request
  - Completing a task in an engagement request

  Users can only see the walk-through steps for the workflow pages they have permission to access.

Users can start any of the available smart walk-throughs for the process for which they need help. Each walk-through provides short descriptions of the main steps and guides them through the procedure for completing a process. They can choose to close a walk-through at any point.

Customers can also choose to develop their own content by first purchasing WalkMe Premium for SAP Ariba solutions. For more information about WalkMe Premium for SAP Ariba solutions, see https://walkme.com .

Option to Join the SAP User Research Panel

Business Details

This feature provides you an option to join the SAP User Research Panel, where you can share your thoughts and ideas to enhance SAP Ariba Supplier Risk and other SAP products you currently use.

An SAP Ariba Supplier Risk automated user experience survey is available shortly after starting a session in SAP Ariba Supplier Risk. This survey is to measure user satisfaction and improve SAP Ariba Supplier Risk. When you choose to submit your response, the system displays a message to thank you for participating in the survey. The thank you message now includes the **SAP User Research Panel** link. You can use this link to join the panel and contribute to various research projects.

When you choose to join the SAP User Research Panel, you receive invitations from SAP product teams to collaborate in the research projects. You'll also have the chance to learn about upcoming SAP features and products.

Changes to the User Interface

After submitting the user experience survey, the last screen displays information about the **SAP User Research Panel**. It also provides links you can use to join the panel.

Prerequisite

- You are an existing SAP Ariba Supplier Risk user.
- You have submitted the SAP Ariba Supplier Risk automated user experience survey.

Technical Details

Product	SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SRISK-1771
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Supplier Risk User Experience Survey

Risk Exposure Summary Report Displays Overall Residual and Inherent Risk Levels

Business Details

This feature provides information about the inherent and residual risk levels of suppliers in the Risk Exposure Summary report. This crucial information aids in making informed decisions when engaging with suppliers.

In addition to the existing risk exposure information, the **Risk Exposure Summary** report now includes two additional columns to provide `Overall residual risk level` and `Overall inherent risk level` information for the suppliers you monitor in SAP Ariba Supplier Risk.

Changes to the User Interface

Currently, the Risk Exposure Summary report summarizes the overall risk exposure, and category-wise risk exposure such as legal and regulatory, environmental and social, and operational risk exposure. This enhancement introduces two additional columns to display `Overall residual risk level` and `Overall inherent risk level` information for the suppliers you monitor in SAP Ariba Supplier Risk.

Implementation Details

General Prerequisites

- You must be a member of the **Supplier Risk Manager** group.
- The following self-service configuration parameters must be enabled in your site:
  - **Calculate supplier level inherent and residual risk by risk domain**(`Application.SR.Engagement.CalculateEngagementLevelResidualRiskByDomain`)
  - **Calculate inherent risk for engagements by risk domain** (`Application.SR.Engagement.DomainBasedInherentRisk`)

Technical Details

Product	SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SRISK-1763
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Running the Risk Exposure Summary Report

Category Risk Assessment

Business Details

This feature enhances the risk assessment tool within the strategy and plan document by enabling category management administrators to define standardized risk types that must be evaluated across purchasing categories.

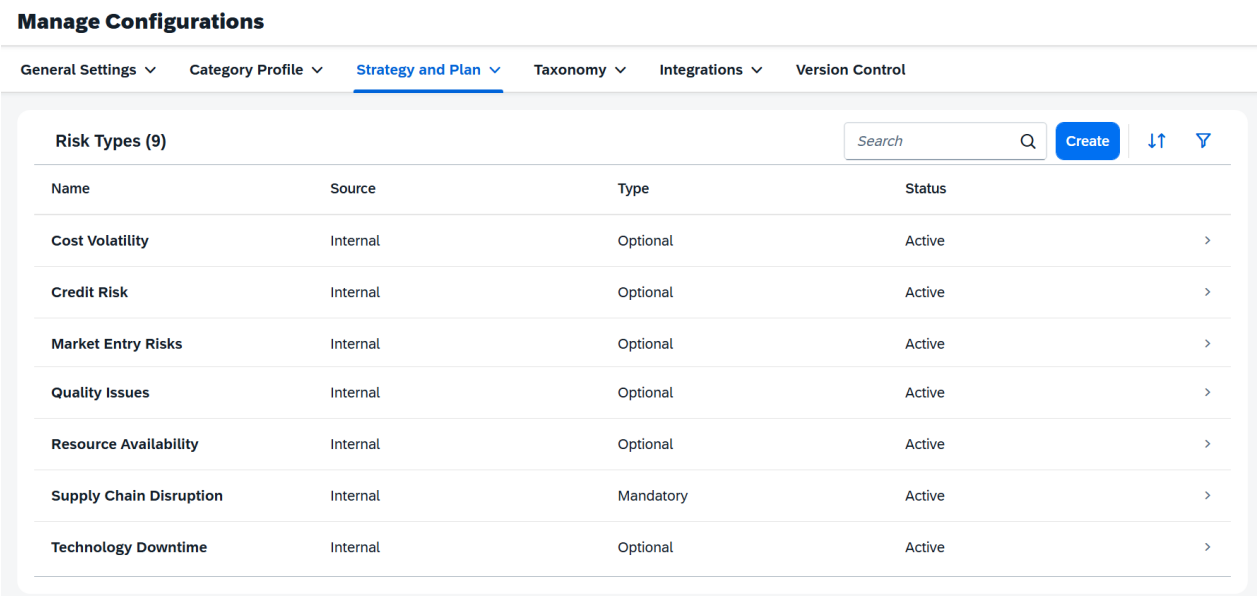
Category managers can create individual risks aligned to predefined types, score each risk to calculate individual risk levels, and further qualify risks with contextual details such as cause, impact, and mitigation strategies. These scores contribute to an overall risk score at the strategy and plan level, which reflects the combined risk across category, timeframe, business unit, and region.

This feature provides category managers with a structured, repeatable approach to assessing category risks. It also supports more informed purchasing strategies and category strategy and plan documents by combining qualitative insights with quantitative scoring.

Changes to the User Interface

Manage Configurations app:

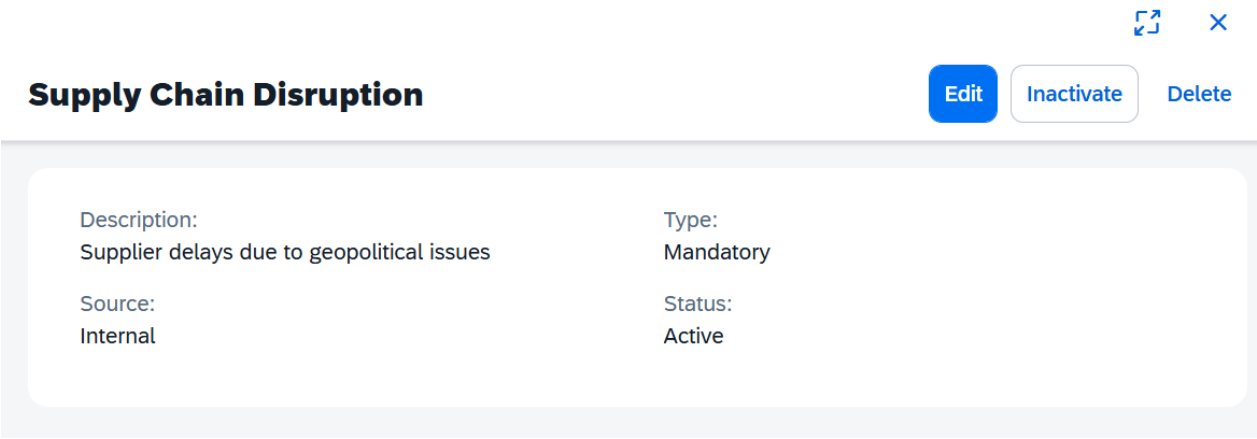
There is a new **Risk Types** page on the **Strategy and Plan** tab.



You can create new risk types and choose whether they are mandatory or optional. Mandatory risk types are required as part of the risk assessment in strategy and plan documents. Mandatory risk types must have at least assessed one risk in the strategy and plan document.

When a mandatory risk type is added, only strategy and plan documents in the **Draft** phase are updated with a corresponding **Not Assessed** risk. Documents in other phases, such as **Active** or **Approved**, remain unchanged unless they are moved back to **Draft**. When a strategy and plan document is moved back to **Draft**, SAP Ariba Category Management adds the corresponding **Not Assessed** risk.

You can edit, inactivate, and delete risk types. Inactivating risk types prevents you from creating risks of that type in strategy and plan documents.



Develop Strategy and Plan app:

The **Risk Assessment** card has been enhanced to display additional information. The **Risk Assessment** card displays the risk types identified in the procurement activities for a category. The card displays the overall risk level for the strategy and plan, helping you quickly assess the severity of the associated risks.

Risk Level Calculation

The risk level is a score out of 100, calculated using each risk's **Priority**, **Impact**, and **Probability of Occurrence** values. Risk types that have not been assessed are highlighted for visibility. The overall risk score displayed in the strategy and plan is based on the individual scores of all risks added to the plan.

SAP Ariba Category Management uses the following formulas to calculate the risk level:

1. **Adjust for Priority:** A percentage increase is calculated based on the priority:
   `Percentage Increase = (1 + Priority ÷ 100)`
2. **Calculate Individual Risk Score:**
   `Individual Risk Score = Impact × Probability of Occurrence × Percentage Increase`
3. **Normalize the Score:**
   `Normalized Risk Score = Individual Risk Score ÷ 5`
4. **Aggregate All Scores:** All normalized scores for a plan are added together:
   `Total Risk Score = Sum of all normalized risk scores in the same strategy and plan`
5. **Calculate the Mean:**
   `Mean Risk Score = Total Risk Score ÷ Number of risks in the plan`
6. **Final Normalization:** The mean score is multiplied by 20 to produce a final score on a 100-point scale:
   `Normalized Risk Score (0–100) = Mean Risk Score × 20`

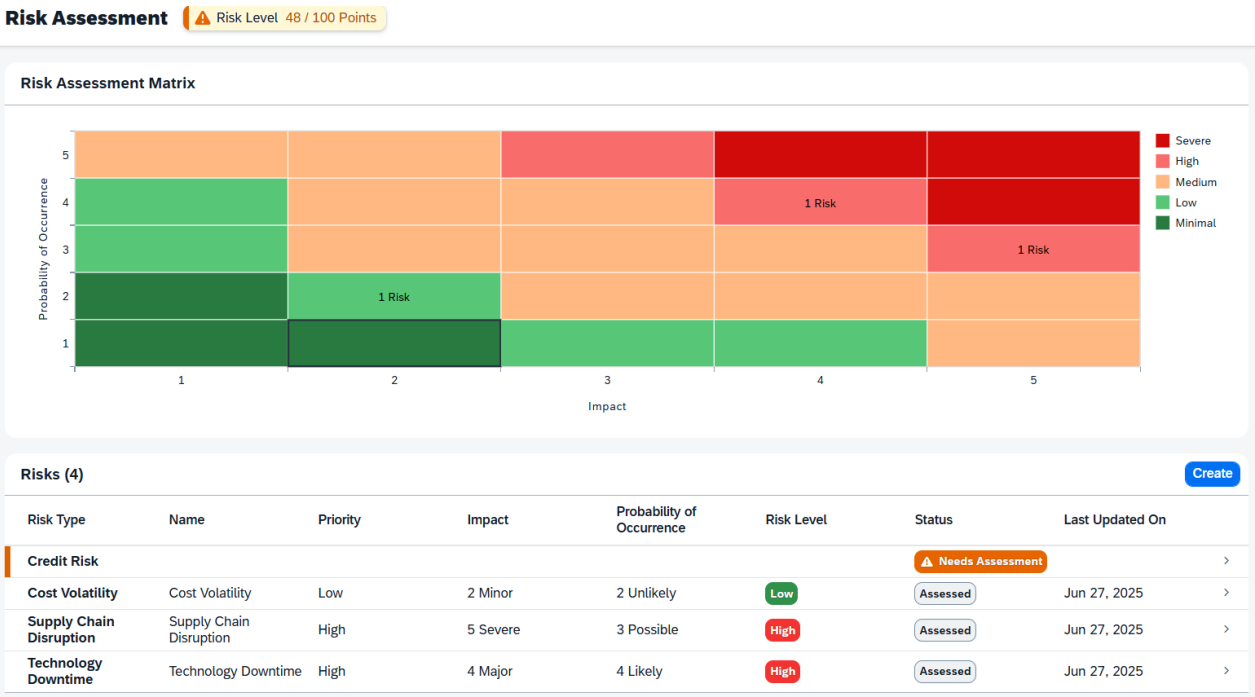
Risk Level Classification

The final risk score is categorized as follows:

- `0–33`: Low Risk (Green)
- `34–66`: Medium Risk (Orange)
- `67–100`: High Risk (Red)

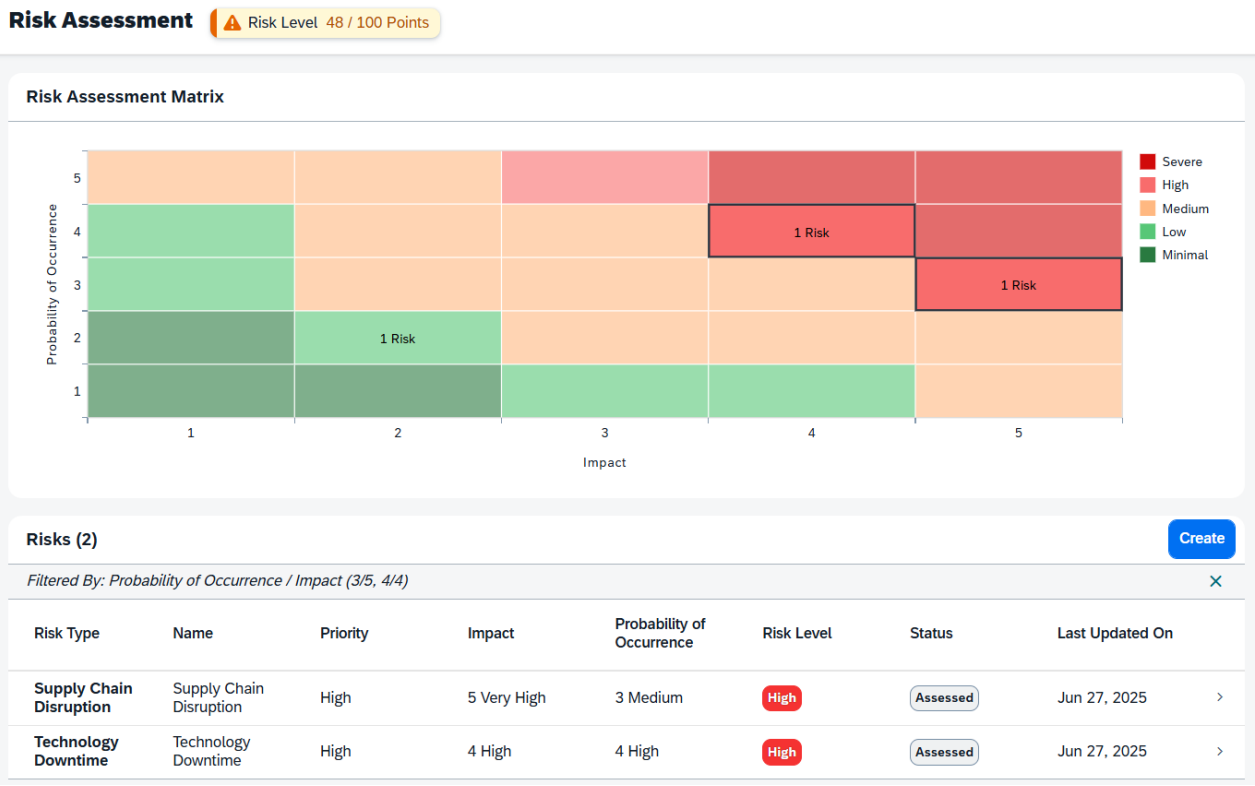


The **Risk Assessment** page now displays a **Risk Assessment Matrix** and **Risks** table.

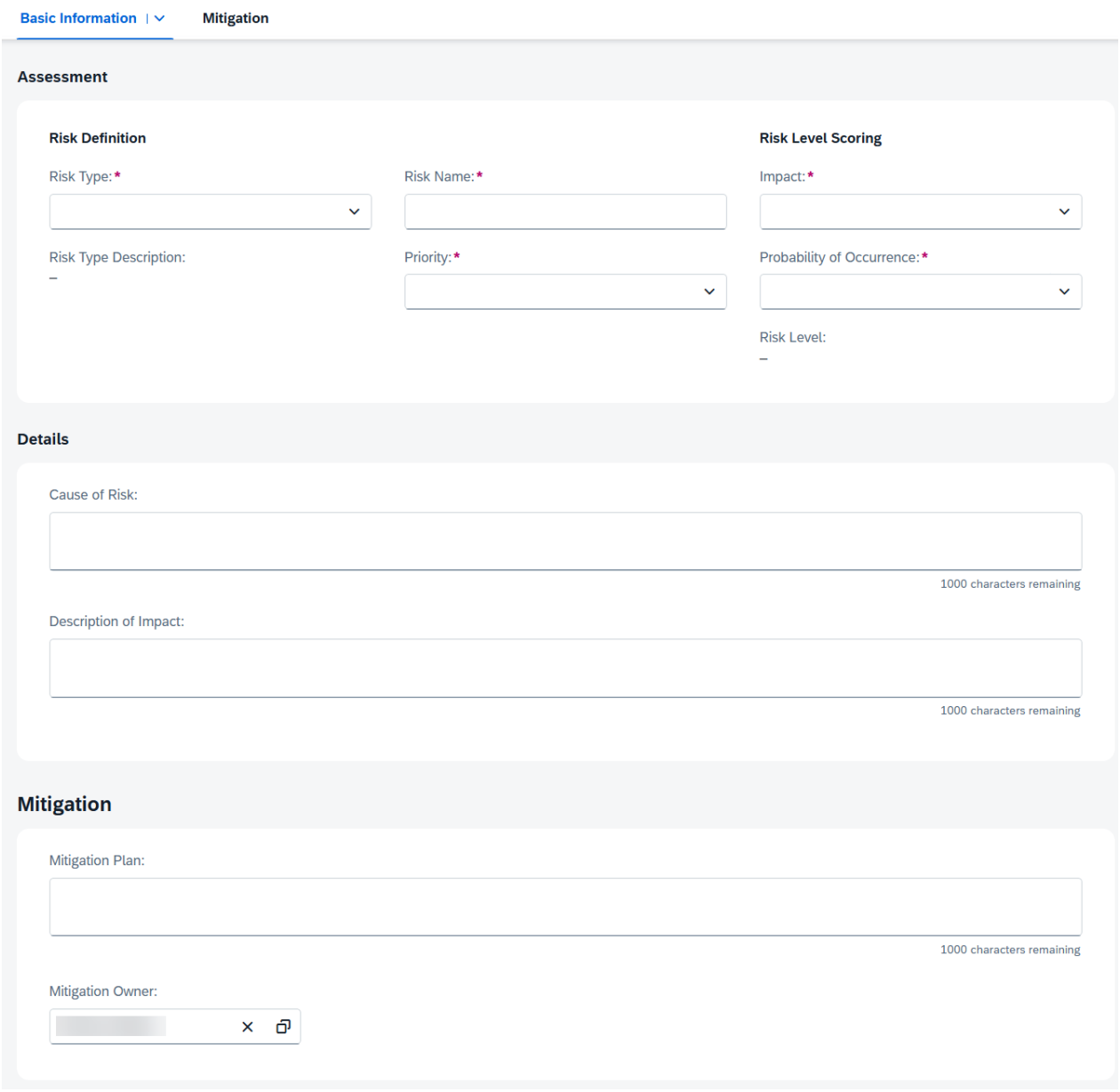


You can use the **Risk Assessment Matrix** to filter risks based on their probability of occurrence and impact levels. When you select specific risk levels in the matrix, the **Risks** table updates to show only the matching risks. For example, selecting high and severe risk levels in the matrix filters the table to show only those risks.

To remove filtering in the **Risk Assessment Matrix**, click the cancel (✕) icon in the **Risks** table or click on a blank area around the matrix. You can also hold Ctrl and click a risk to deselect it.



The **New Risk** page that appears when you click **Create** on the **Risk Assessment** page now includes 3 sections: **Assessment**, **Details**, and **Mitigation**.



The **New Risk** page includes the following fields:

Assessment

- **Risk Type**
- **Risk Type Description**
- **Risk Name**
- **Priority**
- **Impact**
- **Probability of Occurrence**
- **Risk Level**: Calculated based on **Impact** and **Probability of Occurrence**. Values include **Minimal**, **Low**, **Medium**, **High**, and **Severe**. Refer to the **Risk Assessment Matrix** for combinations.

Details

- **Cause of Risk**
- **Description of Impact**

Mitigation

- **Mitigation Plan**
- **Mitigation Owner**: Only team members can be selected.

Available Values for Priority, Impact, and Probability of Occurrence

Priority

1. Minimal
2. Low
3. Medium
4. High
5. Severe

Impact

1. Negligible
2. Minor
3. Moderate
4. Major
5. Severe

Probability of Occurrence

1. Rare
2. Unlikely
3. Possible
4. Likely
5. Almost Certain

Implementation Details

General Prerequisites

- To create risk types, you must have the **Category Management Administrator** role collection or user group assigned.
- You must be the assigned category manager for the selected category.
- You must have created a strategy and plan document for the category.

Business End User Tasks

- Configuring Risk Types [page 310]
- Creating, Editing, and Deleting Risks [page 312]

Effects on Existing Data

Behavior of mandatory risk types in strategy and plan documents:

- When a mandatory risk type is added, only strategy and plan documents in the **Draft** phase are updated with a corresponding **Not Assessed** risk.
- Strategy and plan documents in other phases, such as **Active** or **Approved**, remain unchanged unless they are moved back to **Draft**.
- When a strategy and plan document is moved back to **Draft**, SAP Ariba Category Management adds the corresponding **Not Assessed** risk.
- If you delete the last risk associated with a mandatory risk type, a new risk for the same type will be created automatically.

Field Name and Value Mapping

The following table lists changes to existing fields and introduces new fields added as part of the updated risk assessment model.

Previous Field Name	New Field Name	Additional Information
N/A	Risk Type	**Risk Type** is a new field. As a result, all existing risk entries are automatically assigned the default value **Ad Hoc**.
Risk	Risk Name	
Impact	Description of Impact	
Probability of Occurrence	Probability of Occurrence	The following value mapping is applied to existing **Probability of Occurrence** values: 1. Low → 1. Rare 2. Medium → 3. Possible 3. High → 5. Almost Certain
Priority	Priority	The following value mapping is applied to existing **Priority** values: 1. Low → 1. Minimal 2. Medium → 3. Medium 3. High → 5. Severe
Mitigation Options	Mitigation Plan	

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBCATA-489
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Configuring Risk Types

Category management administrators can configure standardized risk types that must be evaluated across purchasing categories.

Prerequisites

You must have the **Category Management Administrator** role collection or `CategoryManagementAdministrator` user group assigned.

Context

You can create new risk types and choose whether they are mandatory or optional. Mandatory risk types are required as part of the risk assessment in strategy and plan documents. Mandatory risk types must have at least one risk in the strategy and plan document.

Behavior of mandatory risk types in strategy and plan documents:

- When a mandatory risk type is added, only strategy and plan documents in the **Draft** phase are updated with a corresponding **Not Assessed** risk.
- Strategy and plan documents in other phases, such as **Active** or **Approved**, remain unchanged unless they are moved back to **Draft**.
- When a strategy and plan document is moved back to **Draft**, SAP Ariba Category Management adds the corresponding **Not Assessed** risk.
- If you delete the last risk associated with a mandatory risk type, a new risk for the same type will be created automatically.

Procedure

1. From the SAP Ariba Category Management launchpad, click **Manage Configurations**.

   The **Manage Configurations** page appears.
2. Click the **Strategy and Plan** tab dropdown and select **Risk Types**.

   It displays the **Risk Types** table with information such as Name, Source, Type, and Status. If you've signed in the for the first time, then the **Risk Types** table will be empty. The **Risk Types** table provides a search bar, a **Create** button, and a **Sort** icon (↓↑).
3. In the **Risk Types** table, click **Create**.
4. Enter the following information:
   - **Name**: Enter a name of the risk type.
   - **Type**: Select whether the risk type is mandatory or optional. Mandatory risk types are required as part of the risk assessment in strategy and plan documents. Mandatory risk types must have at least one risk in the strategy and plan document.
   - **Description**: Enter a description of the risk type (optional).
5. Click **Create**.

Next Steps

You can edit, inactivate, and delete risk types. Inactivating risk types prevents you from creating risks of that type in strategy and plan documents.

Editing Risk Types

To edit a risk type:

1. Click a risk type in the **Risk Types** table.
2. After you complete your edits, click **Save**.

Inactivating Risk Types

To inactivate a risk type:

1. Click an active risk type in the **Risk Types** table.

2. Click **Inactivate**.

> **Note**
>
> To activate the risk type again, click **Activate**.

Deleting Risk Types

To delete a risk type:

1. Click a risk type in the **Risk Types** table.
2. Click **Delete**.

> **Note**
>
> You can only delete a risk type if no risks have been created based on it in any strategy and plan document. To prevent users from selecting the risk type when creating new risks, you can inactivate it instead.

Creating, Editing, and Deleting Risks

Category managers can create, edit, and delete risk assessments for their categories.

Prerequisites

- You must be the assigned category manager for the selected category.
- You must have created a strategy and plan document for the category.

Context

You can create, edit, or delete the risk that impacts the purchasing process of the category from the **Risk Assessment** card.

You can use the **Risk Assessment Matrix** to filter risks based on their probability of occurrence and impact levels. When you select specific risk levels in the matrix, the **Risks** table updates to show only the matching risks. For example, selecting high and severe risk levels in the matrix filters the table to show only those risks.

You can remove filtering in the **Risk Assessment Matrix** by clicking the cancel ✕ icon in the **Risks** table. You can also hold Ctrl and click a risk to deselect it.

Procedure

1. From the SAP Ariba Category Management launchpad, click the **Develop Strategy and Plan** app.

2. In the **Strategy and Plan** tab, select a category from the **Category** field.
3. Select a plan from the **Strategy and Plan Documents** table.
4. Navigate to the **Risk Assessment** card and click the card header.

   > ⓘ Note
   >
   > If the **Risk Assessment** card isn't available, navigate to the upper corner of the strategy and plan page, and click **Manage Tools**. In the **Manage Tools** popup window, ensure that the risk assessment tool is selected and click **OK**.

5. To add a new risk assessment, click **Create** at the upper corner of the **Risks** table.

   The **New Risk** page appears.
6. Enter relevant information:

   Assessment Section

   - **Risk Type**: Select a risk type from the list. Category management administrators configure standardized risk types for purchasing categories.
   - **Risk Name**: Enter the name for the risk.
   - **Priority**: Select how important or urgent the risk is for the purchasing category.
   - **Impact**: Enter the impact the risk could cause to the purchasing process of the category.
   - **Probability of Occurrence**: Select the possibility of occurrence of the risk.

   Details Section

   - **Cause of Risk**: Describe the underlying reason or situation that could lead to the risk occurring.
   - **Description of Impact**: Explain the potential consequences or effects if the risk occurs.

   Mitigation Section

   - **Mitigation Plan**: Enter the possible ways in which the risk can be mitigated.
   - **Mitigation Owner**: Select the team member responsible for the mitigation plan.
7. Click **Create**.

   A new risk assessment is created.

Next Steps

If you want to edit a risk assessment:

1. Click the risk in the **Risks** table on the **Risk Assessment** page.
   The risk details page appears.
2. Click **Edit**.
3. Click **Save** when you have completed your updates.
   The selected risk assessment is updated.

If you want to delete a risk assessment:

1. Click the risk in the **Risks** table on the **Risk Assessment** page.
   The risk details page appears.

2. Click **Delete**.
3. Click **Delete** to confirm.
   The selected risk assessment is deleted.

> **Note**
>
> If you delete the last risk associated with a mandatory risk type, a new risk assessment for the same type will be created automatically.

Reassign Strategy and Plan Document Ownership

Business Details

This feature enables category managers to reassign ownership of a category strategy and plan document to another category manager. This ensures continuous management of strategy plans when the original owner transitions to a different role, goes on leave, or exits the company.

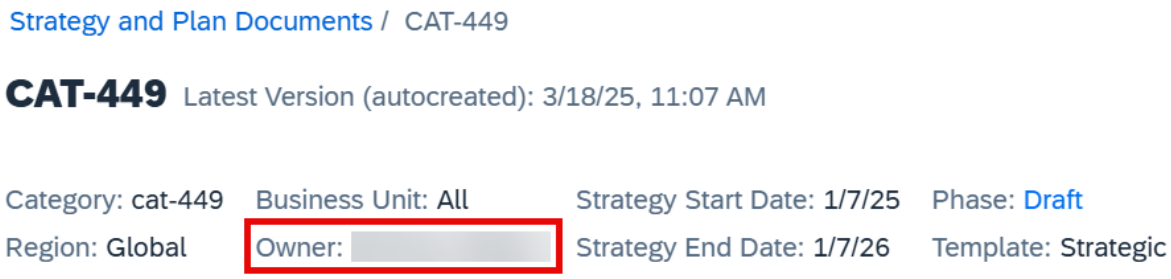
Previously, only the lead category manager could access and edit a strategy and plan document after the original owner was no longer active. With this feature, ownership can be seamlessly transferred to another category manager. This ensures strategies remain active and editable, preserving continuity and eliminating the need for workarounds.

Changes to the User Interface

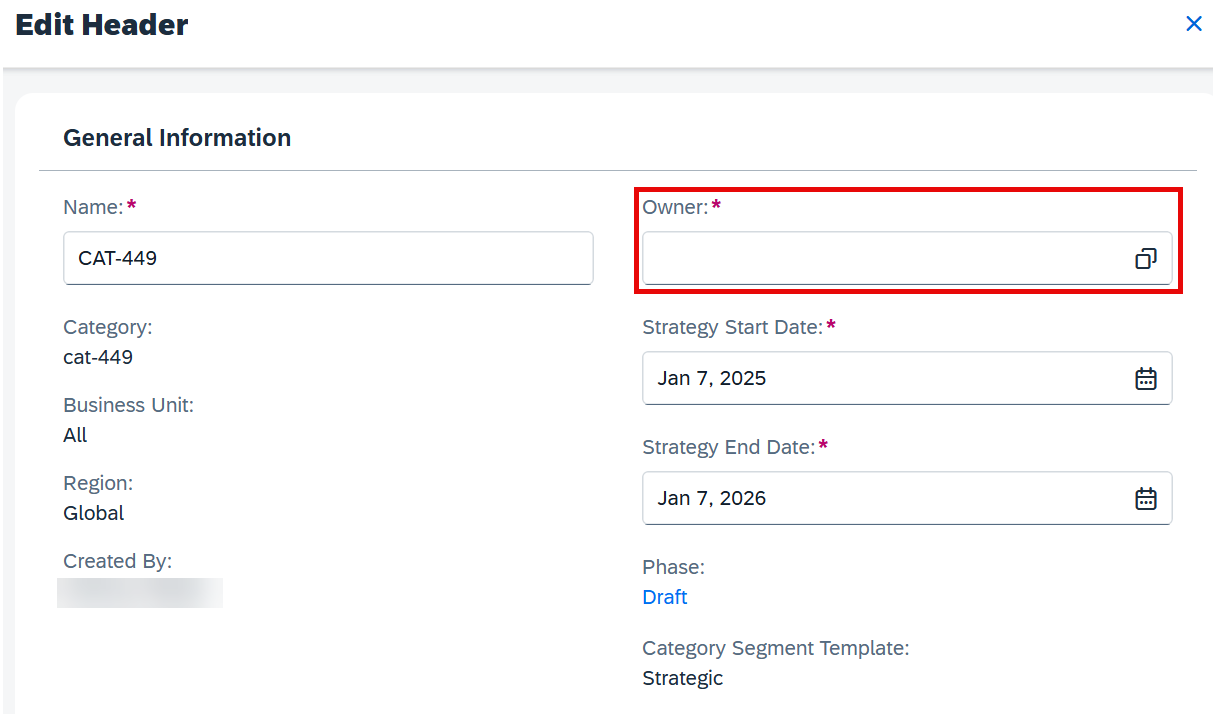
Develop Strategy and Plan app:

- A read-only **Owner** field displays in the strategy and plan header, replacing the **Created By** field:

> **Note**
>
> The **Created By** field appears in the **Edit Header** section.

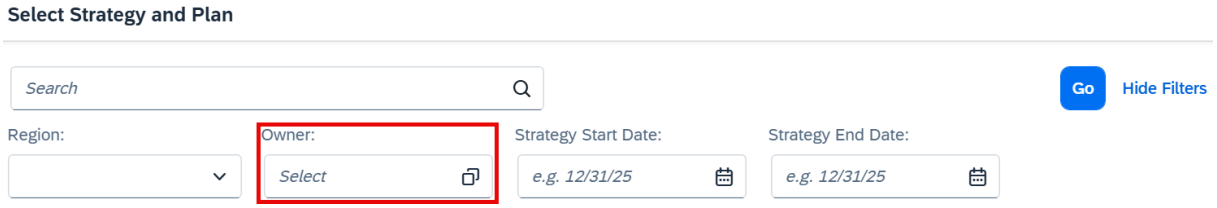


- An **Owner** field displays in the **Edit Header** section:



Monitor Strategy Execution app:

- An **Owner** filter is now available when searching for strategy and plan documents:



Implementation Details

General Prerequisites

- You must be the assigned category manager for the specific category.
- The user you are assigning as the new owner must fulfil the following prerequisites:
  - They must be a team member for the category.
  - They must be assigned the **Category Manager** role.

    > **Note**
    >
    > Lead category managers are responsible for assigning team roles and managing role-based permissions in SAP Ariba Category Management.

  - They must be assigned permission to create and edit strategy and tool documents.
- Category managers can assign a new owner only if they created or currently own the strategy and plan. Only lead category managers can reassign ownership of a plan they did not create and do not own.

Business End User Tasks

Reassigning a Strategy and Plan to a New Owner [page 317]

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBCATA-471
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Reassigning a Strategy and Plan to a New Owner

Category managers can reassign ownership of a category strategy and plan document to another category manager.

Prerequisites

- You must be the assigned category manager for the specific category.
- The user you are assigning as the new owner must fulfil the following prerequisites:
  - They must be a team member for the category.
  - They must be assigned the **Category Manager** role.

    > **Note**
    >
    > Lead category managers are responsible for assigning team roles and managing role-based permissions in SAP Ariba Category Management.

  - They must be assigned permission to create and edit strategy and tool documents.
- Category managers can assign a new owner only if they created or currently own the strategy and plan. Only lead category managers can reassign ownership of a plan they did not create and do not own.

Context

The ownership of strategy and plan documents can be transferred to another category manager. This ensures continuous management of strategy plans when the original owner transitions to a different role, goes on leave, or exits the company.

Procedure

1. From the SAP Ariba Category Management launchpad, click the **Strategy and Plan** tab of the **Develop Strategy and Plan** app.
2. Click the icon in the **Category** field and select a category that is in the **Active** state and is marked **Not Restricted** for access.
3. In the **Strategy and Plan Documents** table, select the strategy and plan document you want to assign to a new owner.
4. Select **Edit Header** from the overflow icon (•••).
5. In the **Edit Header** section, click the icon in the **Owner** field.
6. Search for and select the team member you want to assign as the new owner.
7. Click **Save**.

Ability to Set an Initiative as Obsolete in SAP Ariba Category Management

Business Details

This feature allows you to manually mark initiatives as obsolete for better organization and efficiency. You can close initiatives that are no longer relevant to keep your data clean and focused, ensuring only relevant initiatives are visible and actionable.

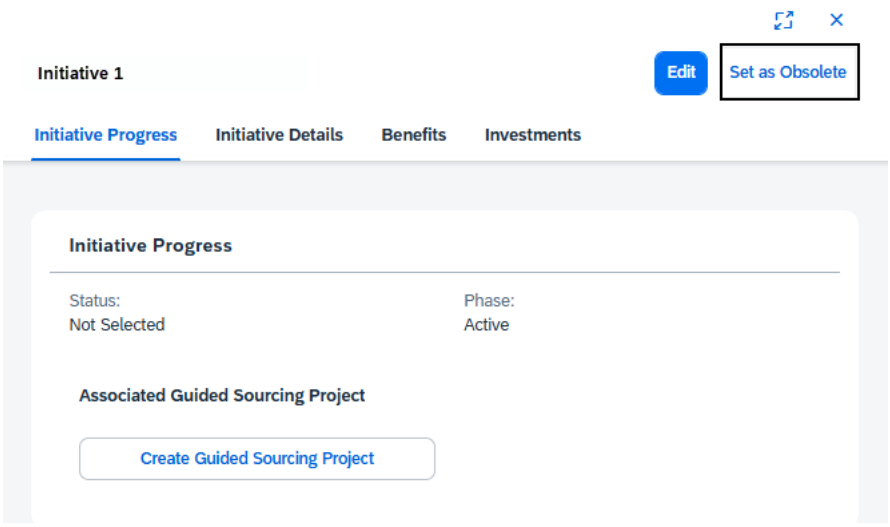
Additionally, you can now filter initiatives by selecting multiple phases, including the **Obsolete** phase, on the **Initiatives Overview** page.

Changes to the User Interface

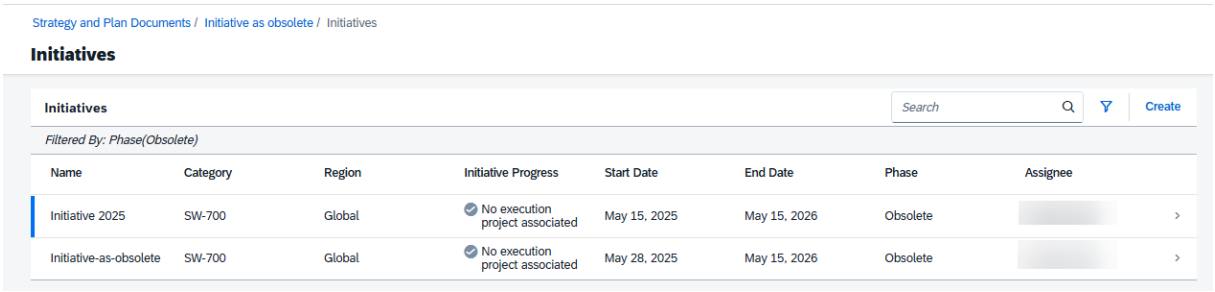
Develop Strategy and Plan app:

- A new button **Set as Obsolete** is introduced in the right panel in the initiatives page. You can use this option to manually set active initiatives as obsolete. Once an initiative is set as obsolete, the initiative phase changes to **Obsolete**. Additionally, the previously maintained status is removed and the status is changed to **Not Selected**. You can see the date and the reason for marking an initiative obsolete in the **Initiative Progress** section.

  > **Note**
  >
  > You can mark an initiative as obsolete only if you've created it. Once an initiative is marked obsolete, you can't edit it.



- You can now filter the initiatives based on the **Obsolete** phase in the **Initiatives** page.
  The following image shows the initiatives filtered by the obsolete phase:



- Benefits from obsolete initiatives don't contribute to the goal progress.
- Obsolete initiatives aren't included in the strategy and plan PDF, the initiative section of the approval document, and the AI-generated approval document summary.

Initiatives Overview app:

You can now filter initiatives based on the **Obsolete** phase in the **Initiatives Overview** page. Additionally, you can select multiple phases for filtering initiatives.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBCATA-463
Sub Process (Modular Business Process)	Not Applicable

Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Migrate to User Group–Based Access for SAP Ariba Category Management Tenants

Business Details

This feature enables you to migrate user access management for SAP Ariba Category Management tenants from role collection–based access managed through the SAP Business Technology Platform (SAP BTP) to a user group–based access model leveraging SAP Cloud Identity Services. This migration simplifies access management and removes the need to configure user replication between identity providers and SAP BTP.

For more information on the migration steps, see Migrating SAP Ariba Category Management Tenants to User Group-Based Access [page 321].

Implementation Details

General Prerequisites

To map user groups to the appropriate role collections, you must be an **IT administrator** with access to the SAP Ariba Category Management subaccount on SAP BTP. This applies to tenants that were manually provisioned before August 16, 2024.

Configuration

You must migrate your SAP Ariba Category Management tenants to the user group-based access model. For more information, see Migrating SAP Ariba Category Management Tenants to User Group-Based Access [page 321].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement

Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBCATA-509
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Managing Groups

Migrating SAP Ariba Category Management Tenants to User Group-Based Access

Learn how to transition SAP Ariba Category Management tenants (SAP-managed and customer-managed tenants) to the user group-based access model.

To complete the migration for tenants provisioned using the manual provisioning (customer-managed) method before August 16, 2024, you must do the following:

Step	Step	More Information
1	Create category management-specific user groups in SAP Cloud Identity Services.	• User Groups for Category Management Users [page 322] • Create a Group
2	Assign the category management-specific user groups to SAP Ariba Category Management users in SAP Cloud Identity Services.	Assigning Category Management User Groups to Users on SAP Cloud Identity Services [page 323]
3	Map the created user groups to the corresponding role collections in the SAP Ariba Category Management subaccount on SAP BTP.	Mapping User Groups to Role Collections [page 324]
4	Remove individual users assigned directly to role collections in the SAP BTP cockpit.	Delete Users from Role Collections
5	Delete the target system created for SAP Ariba Category Management on the SAP Cloud Identity Services tenant.	Delete Target System

To complete the migration for tenants provisioned using the simplified provisioning (SAP-managed) method before May 16, 2025, you must do the following:

Step	Step	More Information
1	Assign the predefined category management-specific user groups to SAP Ariba Category Management users in SAP Cloud Identity Services.	Assigning Category Management User Groups to Users on SAP Cloud Identity Services
2	Remove individual users assigned directly to role collections in the SAP BTP cockpit.	Delete Users from Role Collections
3	Delete the target system created for SAP Ariba Category Management on the SAP Cloud Identity Services tenant.	Delete Target System

For tenants provisioned using the simplified provisioning (SAP-managed) method after May 16, 2025, no action is required. The mapping between role collections and user groups is managed by SAP.

User Groups for Category Management Users

The following user groups must be created for SAP Ariba Category Management users in SAP Cloud Identity Services:

> **Note**
>
> This applies to tenants that were manually provisioned before August 16, 2024.

User Group Name	Display Name	Allows Access To
CategoryManagementAdministrator	CategoryManagementAdministrator	• **Manage Taxonomy** • **Manage Configurations**

User Group Name	Display Name	Allows Access To
CategoryManagementWorkflowAdministrator	CategoryManagementWorkflowAdministrator	**Monitor Workflows** (Workflow Instances)
OpportunityAnalysisAdministrator	OpportunityAnalysisAdministrator	**Manage Settings**
CategoryManager	CategoryManager	• **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution**
CategoryManagementViewer	CategoryManagementViewer	• **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution**
CategoryStrategyApprover	CategoryStrategyApprover	• **My Inbox** • **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution**
CategoryManagementProcurementLead	CategoryManagementProcurementLead	**Initiatives Overview**
OpportunityManager	OpportunityManager	• **Manage Opportunities** • **Advanced Analytics**
OpportunityViewer	OpportunityViewer	• **Manage Opportunities** • **Advanced Analytics**

Assigning Category Management User Groups to Users on SAP Cloud Identity Services

Create and assign category management-specific user groups to SAP Ariba Category Management users on SAP Cloud Identity Services to provide access to the SAP Ariba Category Management user interface.

Prerequisites

- You must be a tenant administrator with the **Manage Groups** and **Manage Users** roles assigned on SAP Cloud Identity Services. For more information, see Edit Administrator Authorizations.
- You must have created the category management-specific user groups on SAP Cloud Identity Services. For more information, see Creating User Groups for Category Management Users.

Context

For SAP Ariba Category Management tenants provisioned after August 16, 2024, you must assign user groups to users using SAP Cloud Identity Services to grant access to SAP Ariba Category Management apps.

Procedure

1. Sign in to the administration console of SAP Cloud Identity Services.
2. Navigate to **Users & Authorizations** > **User Management**.
3. Select a user from the table.
4. Click the **Groups** tab in the right panel.
5. Click **Assign**.
   The **Assign groups** popup dialog appears.
6. Select the groups that you want to assign to the selected user.
7. Click **Assign**.

Next Steps

Mapping User Groups to Role Collections [page 324]

Related Information

Managing Groups

Mapping User Groups to Role Collections

Map user groups to role collections in SAP BTP to streamline access management for SAP Ariba Category Management.

Prerequisites

- You must have assigned category-management specific user groups to users on the SAP Cloud Identity Services tenant. For more information, see Assigning Category Management User Groups to Users on SAP Cloud Identity Services [page 323].
- You must be an IT administrator with the subaccount administrator role to map user groups to role collections on the SAP Ariba Category Management subaccount.

Context

For SAP Ariba Category Management tenants provisioned using the manual provisioning (customer-managed) method before August 16, 2024, you must map category management-specific role collections to category management-specific user groups.

The following role collections must be mapped to user groups on SAP BTP:

Role Collection	User Group
Category Management Administrator	CategoryManagementAdministrator
ProcessAutomationAdmin	CategoryManagementWorkflowAdministrator
Opportunity Analysis Administrator	OpportunityAnalysisAdministrator
Category Manager	CategoryManager
Category Management Viewer	CategoryManagementViewer
Category Strategy Approver	CategoryStrategyApprover
Category Management Procurement Lead	CategoryManagementProcurementLead
Opportunity Manager	OpportunityManager
Opportunity Viewer	OpportunityViewer
ProcessAutomationParticipant	CategoryStrategyApprover

Procedure

1. In your SAP BTP subaccount, navigate to **Role Collections**.
2. Select a role collection.
3. Under the **User Groups** section, click **+**.
4. In the **Identity Provider** field, select **Custom IAS tenant**.
5. Enter the user group name (no spaces) and click **Save**.

Results

The user group is mapped to the corresponding role collection in the SAP BTP cockpit.

Next Steps

To complete the migration, you must do the following:

- Remove individual users assigned directly to role collections in the SAP BTP cockpit. Going forward, manage access only through user groups. For more information, see Delete Users from Role Collections.

- Delete the target system created for SAP Ariba Category Management on the SAP Cloud Identity Services tenant. For more information, see Delete Target System.

Ability to Join the SAP User Research Panel by Answering the Product Survey

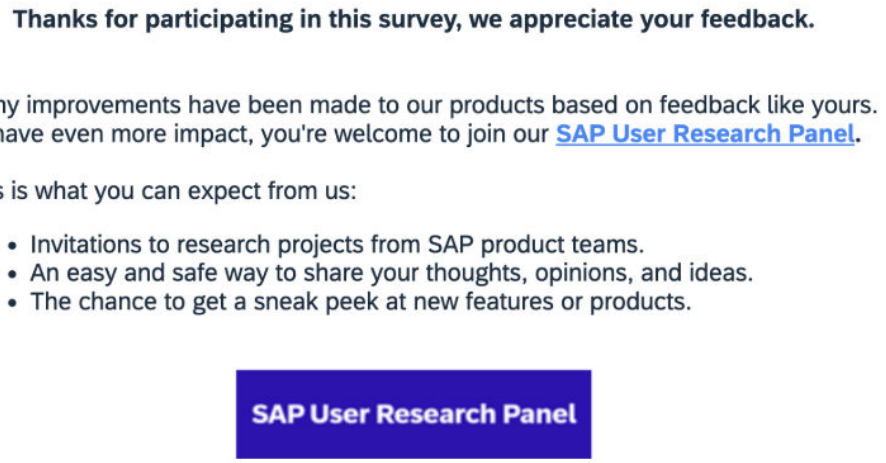
Business Details

This feature allows you to sign up for the **SAP User Research Panel** after completing the SAP Ariba Category Management product survey. By joining the panel, you'll be able to regularly share your feedback and stay connected with SAP.

For more information, see SAP User Research Panel .

Examples of the User Interface

Upon completing the product survey, you will see a thank-you screen inviting you to sign up for the **SAP User Research Panel**. Clicking the button will take you out of the survey to the sign-up form.



Implementation Details

General Prerequisites

In order to view this screen, the user must have filled out and submitted their answer to the SAP Ariba Category Management product survey.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBCATA-517
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Active Feedback Collection in SAP Ariba Category Management

New Support Components for SAP Ariba Category Management

Business Details

With this feature, you now have five new support components for SAP Ariba Category Management on the SAP Support Portal. When creating a support case, select the support component that best matches the area you need help with.

The following are the support components that are now available in addition to the previously existing ones:

New Support Component	Use for Issues with
S2P-SRC-CATM-PROV	Provisioning
S2P-SRC-CATM-INT	Integrations
S2P-SRC-CATM-SP	Strategy and Plan
S2P-SRC-CATM-CAT	Manage Taxonomy
S2P-SRC-CATM-TKT	Toolkit

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15

Reference Number	ARBCATA-532
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Getting Support

Ability to Select Tool Documents for AI-Generated Category Strategy Recommendations

Business Details

This feature allows you to select specific **Cost Structure** and **Market Dynamics** documents to generate AI-driven recommendations for category strategy in SAP Ariba Category Management. You can generate tailored recommendations by selecting documents that align AI insights with your business goals. This saves time on revisions and accelerates strategy development.

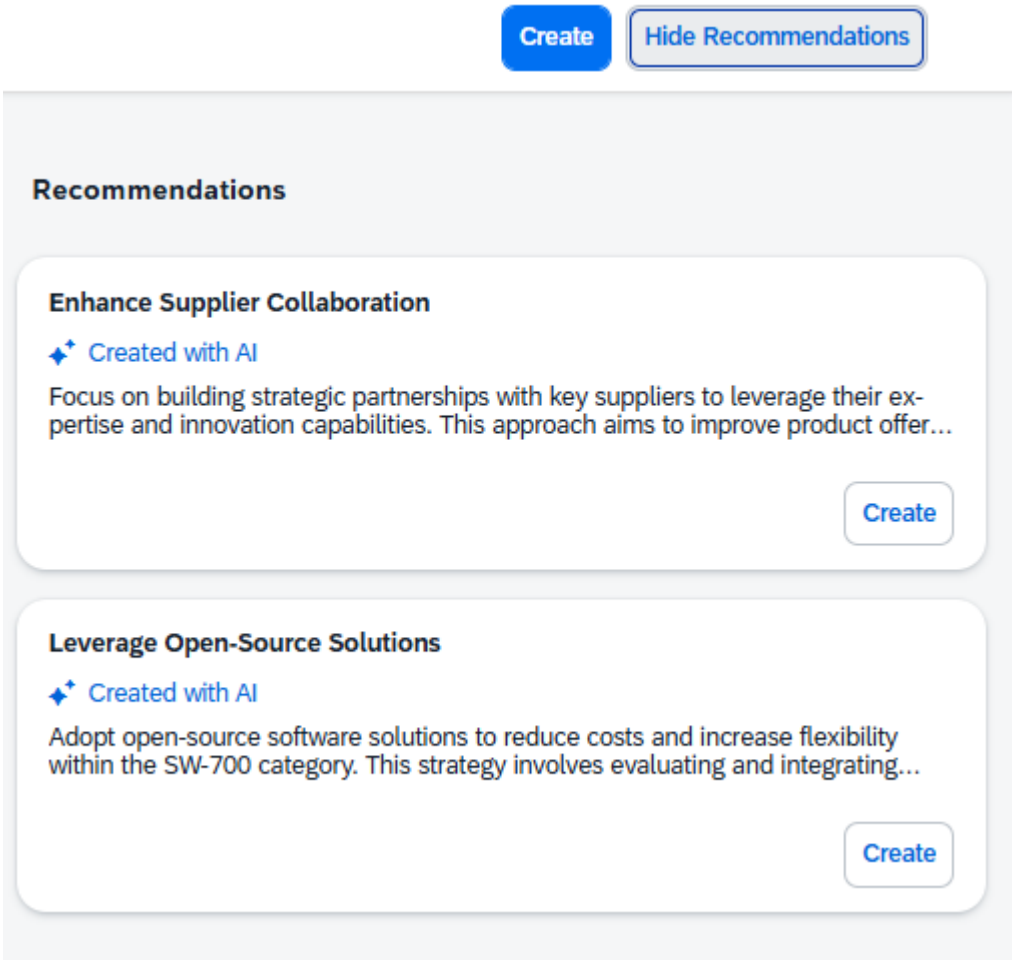
Previously, each strategy and plan document could be linked to only one cost structure and one market dynamics document, limiting flexibility. With the 2508 release, you can link multiple cost structure and market dynamics documents to a strategy and plan document. This allows category managers to select specific tool documents to generate more relevant recommendations for category strategy details. For more information, see Ability to Add Multiple Tool Documents to a Strategy and Plan in SAP Ariba Category Management [page 350].

Changes to the User Interface

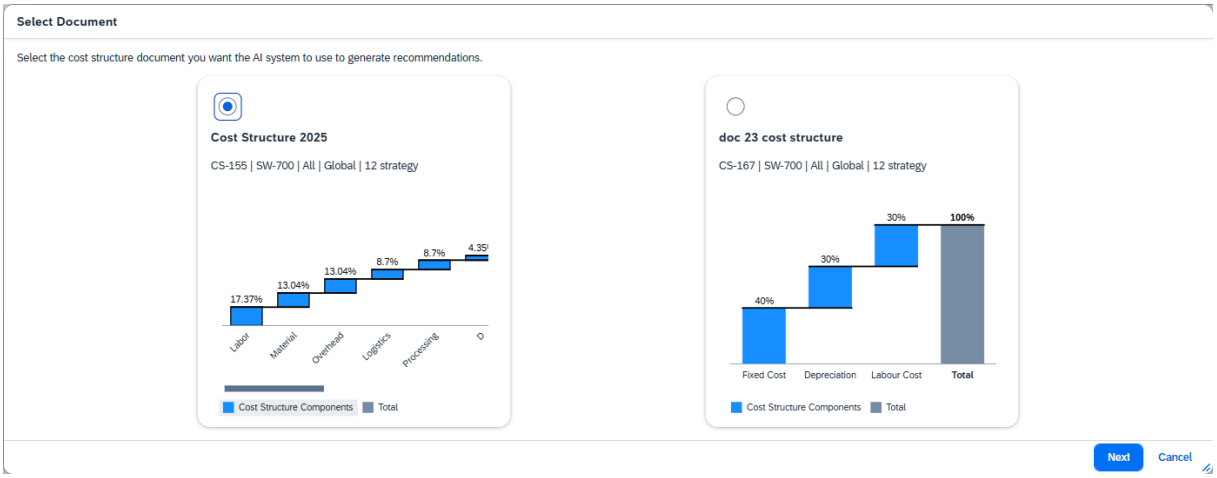
Develop Strategy and Plan app:

This feature introduces the following user interface changes in the **Category Strategy Details** page:

- You can now use the new **View Recommendations** or **Hide Recommendations** button to show or hide the recommendations panel.
  The following image shows the new button in the right panel:



- You can now choose specific **Cost Structure** and **Market Dynamics** documents when generating recommendations for category strategy details, in cases where multiple tool documents are linked to a strategy and plan document.
  The following image shows the dialog box for selecting tool document:

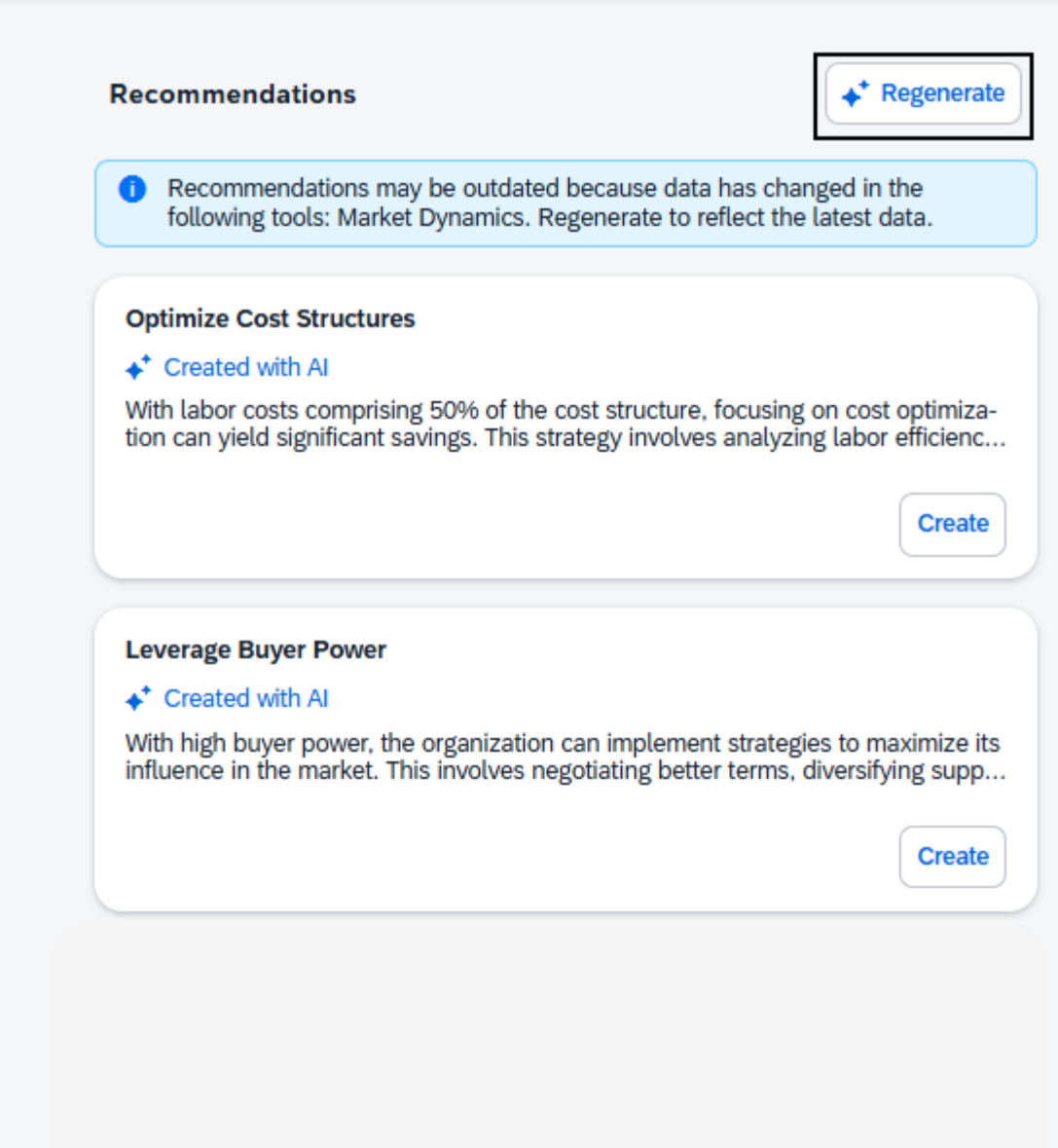


- You can now use the **Regenerate** button in the **Recommendations** panel to refresh recommendations when strategy and plan tools data is updated. Additionally, you can select a specific cost structure or market

dynamics document to regenerate the recommendations based on the updated data in cases where multiple tool documents are linked to a strategy and plan document.

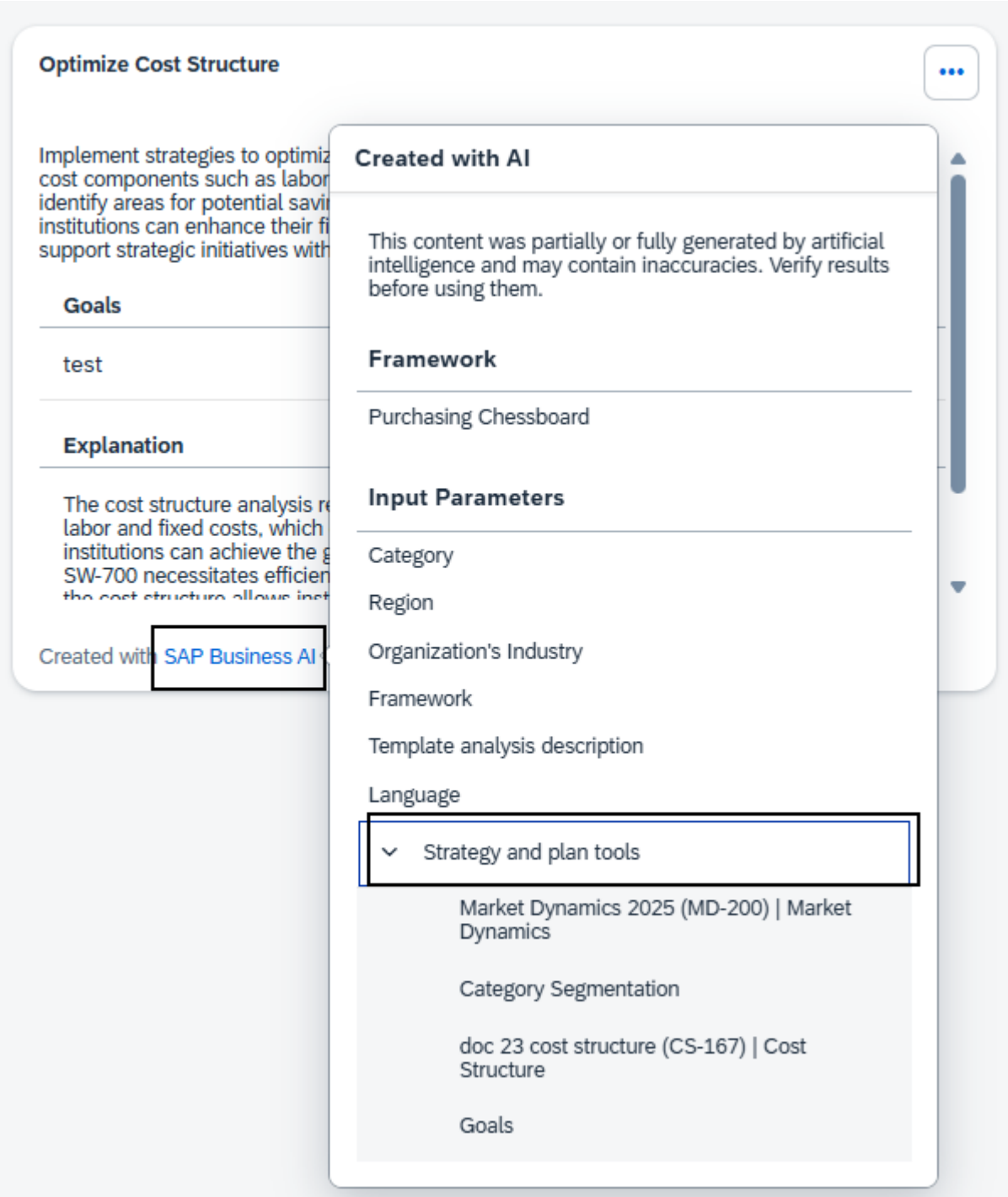
> **Note**
>
> The **Regenerate** button appears only when the strategy and plan tools in AI configuration are updated.

The following image shows the **Regenerate** button in the right panel:



- You can now see the input parameters used to generate category strategy details by clicking the **SAP Business AI** link at the bottom of the category strategy details card. The link shows the strategy and plan tools used to generate the recommendation using generative AI.

The following image shows the input parameters:



This feature introduces the following user interface changes in the **Approval Document** page:

- You can now use generative AI to generate a summary with specific sections for the cost structure and market dynamics documents, in cases where multiple documents are linked to the strategy and plan document.
- A message above the **Summary** field now shows the remaining number of attempts that you have, when generating the summary using generative AI.

> **Note**
>
> You can generate summaries up to a maximum of 5 times using generative AI.

- The **Edit** button is now at the top of the page and not in the **Summary** field.

Implementation Details

General Prerequisites

- Category management administrators must have enabled the artificial intelligence (AI) for SAP Ariba Category Management. For more information, see Enabling the SAP Business AI Service.
- Category management administrators must have been enabled the AI feature for the **Category Strategy Details** tool. For more information, see Enabling Generative AI for Tools.
- Category management administrators must have enabled the AI feature for the **Approval Document Summary** tool. For more information, see Enabling Generative AI for Tools

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CATMAN-16

Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Integration of SAP Build Process Automation for Workflow Management in SAP Ariba Category Management

Business Details

This feature integrates SAP Ariba Category Management with SAP Build Process Automation to enable workflow integration and manage workflow-related email notifications. It replaces the SAP Workflow Management service previously used for this purpose. With this integration, email notifications are automatically sent to approvers and the strategy and plan document owner when there is a change in the phase of the strategy and plan document. This enhancement provides a more efficient and consistent approach to managing approval workflows.

Additional Details:

- Previously, setting up email notifications for approvals required you to configure your own SMTP server in the destination settings. With this feature, that's no longer necessary. SAP now provides a default SMTP server that handles email notifications out of the box.

  > **Note**
  >
  > If you choose to use SAP's default SMTP server, make sure to whitelist the *noreply-categorymanagement@notifications.sap.com* email address to avoid missing any notifications.

  If you prefer, you can still use your own SMTP server. The feature also supports both cloud-based and on-premise SMTP servers, giving you added flexibility in how notifications are managed. For more information, see Configure an SMTP Mail Destination [page 337].
- This feature also introduces two new role collections:
  - **ProcessAutomationAdmin**: This new role collection is required to have the functionality of the **Monitor Workflows** (Workflow Instances) app work correctly.
    - If you use role collection-based assignment, you must assign this role collection to users to enable access and functionality within the **Monitor Workflows** (Workflow Instances) app.
    - If you use user group–based assignment, you must assign users to the **CategoryManagementWorkflowAdministrator** group. This group is automatically mapped by SAP to the **ProcessAutomationAdmin** role collection. Note that the visibility of the **Manage Workflows** (Workflow Instances) app is still controlled by the **CategoryManagementWorkflowAdministrator** role collection.

> **Note**
>
> Without the new role collection assignment, which is required to perform actions within the **Monitor Workflows** app, you will encounter errors. Review your role collection or user group assignments to ensure the necessary access and functionality are in place.

- **ProcessAutomationParticipant**: This new role collection is required to enable full functionality within the **My Inbox** app.
  - If you use role collection-based assignment, you must assign this role collection to them to view and interact with inbox items.
  - If you use user group–based assignment, users must be assigned to the **CategoryStrategyApprover** group. This group is automatically mapped by SAP to the **ProcessAutomationParticipant** role collection. Note that the visibility of the **My Inbox** app is still controlled by the **CategoryStrategyApprover** role collection.

> **Note**
>
> Without the new role collection assignment, which is required to perform actions within the **My Inbox** app, you will encounter errors. Review your role collection or user group assignments to ensure the necessary access and functionality are in place.

Key Information:

- For SAP Ariba Category Management tenants provisioned using the simplified provisioning (SAP-managed) or manual provisioning (customer-managed) method, SAP automatically configures the integration with SAP Build Process Automation.
- If you have any documents submitted for approval before August 15, 2025, approvers will not be able to approve them. You must have the document withdrawn and resubmitted by the strategy and plan owner to ensure they are processed through SAP Build Process Automation.

Implementation Details

General Prerequisites

You must be the strategy and plan document owner to withdraw the document that's submitted for approval. For more information, refer to Withdrawing an Approval Document.

Configuration

You must assign the new role collections or user groups to SAP Ariba Category Management users. For more information, see User Management.

Business End User Tasks

You must withdraw documents that were submitted for approval before August 15, 2025 and resubmit them again for approval. For more information, refer to Withdrawing an Approval Document.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CATMAN-197
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Configure an SMTP Mail Destination

The email notifications work on SAP-managed SMTP servers. If you want to use your own corporate SMTP server, configure an SMTP mail destination for email notifications.

Prerequisites

> **Note**
>
> This option is only applicable to the central notification mechanism. If you are using the default notification mechanism, skip this procedure.

Make sure that your subaccount has a **Destination Administrator** role.

Procedure

1. Open the SAP BTP cockpit and select your subaccount.
2. From the side navigation panel, go to **Destinations** > **New Destination**.
3. Configure the mail destination:
   a. For an **Internet mail destination** with **BasicAuthentication** use the following properties:

Table 5: Required and optional BTP destination properties with BasicAuthentication:

Field	Value	Description
Name	`SAP_Business_Notifications_Mail`	
Type	`MAIL`	
Proxy type	`Internet`	
Authentication	`BasicAuthentication`	

Property	Value	Details
User	String	Email address to use for authentication.
Password	String	Password to use for authentication.

Field	Value	Description
mail.smtp.from	String	Sender's email address
mail.smtp.host	String	The SMTP server to connect.
mail.smtp.port	Integer	The SMTP server port to connect.
(Optional) *mail.smtp.timeout*	Integer	The socket read timeout value in milliseconds. If not provided, the default value is set to 3000ms. Allowed values: 0-5000
(Optional) *mail.smtp.connectiontimeout*	Integer	The socket connection timeout value in milliseconds. If not provided, the default value is set to 3000ms. Allowed values: 0-5000
(Optional) *mail.smtp.writetimeout*	Integer	The socket write timeout value in milliseconds. If not provided, the default value is set to 3000ms. Allowed values: 0-5000
(Optional) *mail.smtp.ssl.trust*	space separated list of strings	If not provided, the default value equals to '*'.
(Optional) *mail.smtp.starttls.required*	boolean	If not provided, the default value is set to `true`.
(Optional) *mail.smtp.ssl.checkserveridentity*	boolean	If not provided, the default value is set to `true`.
(Optional) *mail.smtp.sender.name*	String	Allows you to explicitly set the name of the user who sent the email. If left unspecified, the email from *mail.smtp.from* is used.
Non-Modifiable by the End User Configurations		
encoding	UTF-8	-
mail.smtp.auth	true	Attempt to authenticate the user using the AUTH command.
mail.smtp.starttls.enable	true	Enables the use of the STARTTLS command (if supported by the server) to switch the connection to a TLS-protected connection before issuing any login commands. If the server does not support STARTTLS, the connection continues without the use of TLS.

Field	Value	Description
mail.smtp.auth.mechanisms	The default is `LOGIN PLAIN DIGEST-MD5 NTLM`	The default value includes all the authentication mechanisms supported by the current implementation except XOAUTH2.

b. For an **Internet mail destination** with **OAuth Client Credentials Flow** use the following properties:

Table 6: Required and optional BTP destination properties with OAuth Client Credentials Flow:

Property	Value	Description
Destination Name	`SAP_Business_Notifications_Mail`	
Type	`MAIL`	
Proxy Type	`Internet`	

<table>
<tr><th>Property</th><th>Value</th><th>Description</th></tr>
<tr><td>Authentication</td><td><code>OAuth2ClientCredentials</code><table><tr><th>Property</th><th>Value</th><th>Details</th></tr><tr><td><code>ClientId</code></td><td>String</td><td>Client ID used to retrieve the access token.</td></tr><tr><td><code>ClientSecret</code></td><td>String</td><td>Client secret for the Client ID.</td></tr><tr><td><code>TokenServiceURLType</code></td><td>String</td><td>Either Dedicated (if the <code>TokenServiceURL</code> serves only a single tenant), or Common (if the <code>TokenServiceURL</code> serves multiple tenants).</td></tr><tr><td><code>TokenServiceURL</code></td><td>String</td><td>URL of the token service, against which token retrieval is performed.</td></tr></table></td><td></td></tr>
<tr><td>mail.smtp.from</td><td>String</td><td>Email address used for the <code>SMTP MAIL</code> command. This sets the envelope return address.</td></tr>
<tr><td>mail.smtp.host</td><td>String</td><td>The SMTP server to connect.</td></tr>
<tr><td>mail.smtp.port</td><td>Integer</td><td>The SMTP server port to connect.</td></tr>
<tr><td>mail.username</td><td>String</td><td>Username to use for OAuth authentication.</td></tr>
</table>

Property	Value	Description
(Optional) *mail.smtp.timeout*	Integer	Socket read timeout value in milliseconds. If not provided, defaults to 3000ms. Allowed values: 0-5000
(Optional) *mail.smtp.connectiontimeout*	Integer	Socket connection timeout value in milliseconds. If not provided, defaults to 3000ms. Allowed values: 0-5000
(Optional) *mail.smtp.writetimeout*	Integer	Socket write timeout value in milliseconds. If not provided, defaults to 3000ms. Allowed values: 0-5000
(Optional) *mail.smtp.ssl.trust*	A comma-separated list of strings	Defaults to '*' if not provided. If a value is not provided, trust is based on the certificate provided by the server, which must be part of the SAP JVM default truststore.
(Optional) *mail.smtp.starttls.required*	boolean	Defaults to true if not provided. Requires the use of the STARTTLS command. If the server doesn't support the STARTTLS command, or the command fails, the connect method will fail.
(Optional) *mail.smtp.ssl.checkserveridentity*	boolean	Defaults to true if not provided. Checks the server identity as specified by RFC 2595.
(Optional) *mail.smtp.sender.name*	String	Allows you to explicitly set the sender's name for the email, but if left unspecified, it gracefully falls back to using the sender information specified in `mail.smtp.from` for the email sender name.
Non-Modifiable by the End User Configurations:		
encoding	UTF-8	-
mail.smtp.auth	true	Attempt to authenticate the user using the AUTH command.
mail.smtp.starttls.enable	true	Enables the use of the STARTTLS command (if supported by the server) to switch the connection to a TLS-protected connection before issuing any login commands. If the server does not support STARTTLS, the connection continues without the use of TLS.

Property	Value	Description
mail.smtp.auth.mechanisms	The default is XOAUTH2	The default value for a destination with OAuth2ClientCredentials authentication is XOAUTH2.

> **Note**
>
> Make sure that the destination specified with the type `MAIL` is publicly visible on the Internet. If the destination is situated behind a proxy or a host that restricts external IPs, it should permit either all incoming traffic or define specific IP ranges from which notifications originate. In the current context, these IP ranges pertain to the notification service. For the relevant IP ranges associated with the SAP BTP Cloud Foundry environment across different landscapes, see column *NAT IPs (egress, IPs for requests from a Cloud Foundry app) in* Regions and API Endpoints Available for the Cloud Foundry Environment.
>
> Additionally, you must be aware of the landscape of the notification service that your application is consuming. Make sure that the IP ranges that you are going to add to the allowlist in the host align with the ones that the notification service would use when making calls to the customer's application. This will ensure proper configuration and seamless communication for effective email processing.

c. For an **On-Premise mail destination** use the following properties:

Table 7: Required and optional BTP destination properties with BasicAuthentication:

Property	Value	Description
Name	`SAP_Business_Notifications_Mail`	
Type	`MAIL`	
Proxy type	`On-Premise`	
Authentication	`BasicAuthentication`	
mail.smtp.from	String	Sender's email address
mail.smtp.host	String	The SMTP server to connect. For an On-Premise mail destination, said host refers to the virtual host registered within the SAP Cloud Connector associated with the particular system.
mail.smtp.port	Integer	The SMTP server port to connect. For an On-Premise mail destination, said port refers to the port of the virtual host registered within the SAP Cloud Connector associated with the particular system.

Property	Value	Description
(Optional) *LocationId*	String	The field conveys information about the `LocationId` of the SAP Cloud Connector registered in the subaccount. If this `LocationId` is not provided, the system will default to using any available Cloud Connector. However, if there are several Cloud Connectors affiliated with your subaccount, please make sure to provide the `LocationId`. Doing so will assist you in ensuring a consistent performance by allowing the system to accurately select the correct Connector.
(Optional) *mail.smtp.timeout*	Integer	The socket read timeout value in milliseconds. If not provided, the default value is set to 3000ms. Allowed values: 0-10000
(Optional) *mail.smtp.connectiontimeout*	Integer	The socket connection timeout value in milliseconds. If not provided, the default value is set to 3000ms. Allowed values: 0-10000
(Optional)*mail.smtp.writetimeout*	Integer	The socket write timeout value in milliseconds. If not provided, the default value is set to 3000ms. Allowed values: 0-10000
(Optional) *mail.smtp.starttls.required*	Boolean	Indicates whether the server should always use the STARTTLS command when connecting to a server. If not provided, the default value is set to `true` (e.g. Always use STARTTLS to start the connection). If your SMTP server doesn't support STARTTLS, this property should be set to `false`.
(Optional) *mail.smtp.sender.name*	String	Allows you to explicitly set the email sender's name. If left unspecified, the email from *mail.smtp.from* is used.

Property	Value	Description
(Optional) *mail.smtp.ssl.trust*	String	**Specification:** Hosts are specified using a comma-separated list. **Purpose:** These hosts are used to validate the certificate chain provided by the client SMTP server when a connection is made. **Validation Criteria:** The validation checks if the host exists within the subject name and subject alternative names of the certificates within the chain. **Default Value:** If not provided, the default value is *, which utilizes the hosts from the SAP JVM default trust store certificates.
(Optional) *mail.smtp.ssl.checkserveridentity*	Boolean	Defaults to true if not provided. Checks the server identity as specified by RFC 2595 using the hosts from *mail.smtp.ssl.trust* property.

Note

When configuring a mail destination keep in mind the following:

- The *mail.smtp.timeout*, *mail.smtp.connectiontimeout*, *mail.smtp.writetimeout* properties, should be set to higher values than the default, as the proxy adds an additional layer of communication, thus it slows down the communication between the Notification service and the actual SMTP.
- The *mail.smtp.starttls.required*, should be adjusted accordingly to your SMTP server configuration and communication host/port. Within SMTP servers it is common for the same host to have multiple ports, on which STARTTLS could be either enabled or disabled.
- The *mail.smtp.ssl.trust* and *mail.smtp.ssl.checkserveridentity* properties need to be configured accordingly when the connection is supposed to use TLS and the certificates which your SMTP server uses are either self-signed or are not issued from a trusted authority.

Note

When configuring an On-Premise mail destination that has to be accessed through the SAP Cloud Connector, the following should be kept in mind:

- In order to add a subaccount to your Cloud Connector instance the following documentation could be followed Managing Subaccounts.
- In order to register your SMTP server you should navigate to your **Subaccount**. For more information, refer to the Configure Access Control (TCP) documentation.
- The destination should be used with `Back-end type: Non-SAP System` and `Protocol: TCP/TCP over SSL (If the host has SSL validation)`.

- When using a proxy, the internal host/port is responsible for addresses that can be accessed with the host on which the Cloud Connector is hosted on. The virtual host/port is used for routing of the connectivity proxy.
- If your communication is based on Self-Signed certificates, or certificates that are not trusted by the Cloud Connector, the following procedure should be followed Configure Trust.

If everything is set-up correctly, the check on the internal host should be successful. (e.g. the status of the system should be **Reachable**.)

Improved Spend Data Integration Setup for SAP Ariba Category Management

Business Details

This enhancement simplifies the process of integrating spend data from SAP Spend Control Tower or the spend data sync capability into SAP Ariba Category Management by significantly reducing manual setup steps. With this update, you no longer need to do the following:

- You don't have to manually generate credentials for the procurement data warehouse API.
- You don't have to provide the procurement data warehouse API credentials, the SAP Ariba Category Management tenant administration URL, or the SAP Spend Control Tower tenant administration URL when creating a case for the procurement data warehouse setup.

These improvements minimize manual effort and reduce the risk of configuration errors.

Implementation Details

General Prerequisites

You must be an **IT administrator** to set up the spend data integration for SAP Ariba Category Management.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CATMAN-402
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Procurement Data Warehouse Setup for Spend Data from SAP Spend Control Tower or Spend Data Sync Capability

Ability to Add and Manage Attachments on Initiatives

Business Details

This feature enables category managers to add files and links directly to initiatives.

This feature benefits SAP Ariba Category Management users by:

- Enabling richer, more compelling storytelling with supporting documents and materials.
- Improved collaboration by integrating offline initiative information directly into the system.

- Providing easy access to additional context, helping stakeholders make informed decisions.

Category managers can include relevant supporting information, such as documents, links, or references, directly at the initiative level to improve collaboration and increase visibility across the team.

Adding attachments in an initiative does not trigger a new strategy and plan document version. If no other changes are made, the plan remains in its current state. This means that when reapproval is active, the status of the strategy and plan document does not return to draft status solely due to attachment changes.

Changes to the User Interface

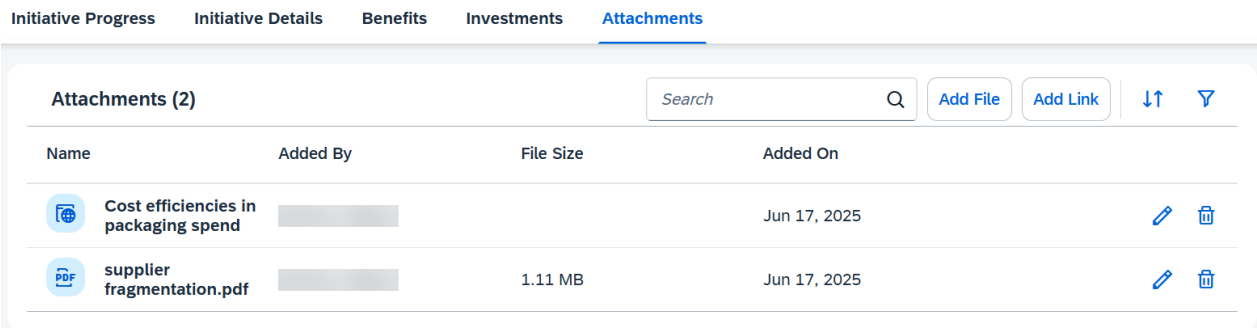
Develop Strategy and Plan app:

The **Initiative Details** section on the **Initiatives** page now displays an **Attachments** section.

When you edit an initiative, the **Attachments** section displays options to add a new file or link, or to edit or delete an existing attachment.

> **Note**
>
> Attachments you add, edit, or delete while creating or editing an initiative are only saved when you save the initiative. If you cancel the creation or edit, no attachment changes are applied.

Search for a specific attachment by entering keywords from the attachment name in the search bar. You can also use the search filter to filter your search based on a specific criteria.



Implementation Details

General Prerequisites

- You must be a category manager to create and edit strategic category-level initiatives.
- The following prerequisites apply to files:
  - They must have a unique name.
  - They must not exceed 10 MB.
  - They must not exceed 15 MB in total combined size for all attachments in the initiative.

Business End User Tasks

Adding Attachments and Links to an Initiative [page 349]

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CATMAN-442
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Adding Attachments and Links to an Initiative

You can add attachments and links directly to initiatives to provide supporting information and resources that help track, execute, and manage the initiative effectively.

Prerequisites

You must be a lead category manager, a strategy and plan owner, or a collaborator with the **Can manage own initiatives** permission.

> **Note**
>
> Collaborators can only add attachments and links to the initiatives that they own.

Context

You can include relevant supporting information, such as documents, links, or references, directly at the initiative level to improve collaboration and increase visibility across the team.

You can attach PDF, DOC, DOCX, PPT, PPTX, XLS, XLSX, ZIP, HTML, JPG, JPEG, PNG, and TXT file types. You can preview and download your attachments. Attachment preview is supported for the following file types:

- Images (JPG, JPEG, and PNG)
- PDF
- Text files (TXT)

Procedure

1. From the SAP Ariba Category Management launchpad, click the **Develop Strategy and Plan** app.
2. In the **Strategy and Plan** tab, select a category from the **Category** field.
3. Select a plan from the **Strategy and Plan Documents** table.
4. Navigate to the **Initiatives** card.

   > **Note**
   >
   > The **Initiatives** card shows the total number of initiatives associated with the category and lists up to five initiatives associated with the category.
5. Click the **Initiatives** card header.
6. Select an initiative from the **Initiatives** table.

   A panel appears with details of the initiative. This panel displays information about the selected initiative along with the **Edit** and **Delete** buttons. It also displays an **Attachments** section. If there are no attachments added to the initiative, the table appears empty.

7. Click **Edit**.

   The **Attachments** section displays **Add File** and **Add Link** buttons. Icons to edit and delete attachments also appear for each attachment.
8. To add a new attachment, click one of the following options:

   - **Add File** – to upload a file from your device.
   - **Add Link** – to include a URL as an attachment.

   > ⓘ Note
   >
   > The files you add must meet the following requirements:
   > - Each file must have a unique name.
   > - A single file must not exceed 10 MB.
   > - The total size of all attachments in an initiative must not exceed 15 MB.
9. When you are done adding attachments, click **Save**.
   SAP Ariba Category Management uploads your attachments. If you click **Stop** during the upload process, SAP Ariba Category Management displays a message summarizing the files that were successfully uploaded.

Next Steps

To make edits to an attachment, click the edit icon ( ). To delete an attachment, click the delete icon ( ).

Editing attachments in an initiative does not trigger a new plan version. If no other changes are made, the plan remains in its current state. This means that when reapproval is active, the plan will not return to draft status solely due to attachment changes.

Ability to Add Multiple Tool Documents to a Strategy and Plan in SAP Ariba Category Management

Business Details

This feature allows you to add multiple tool documents of the same analysis tool to a strategy and plan document, enhancing flexibility in category management analysis. You can now add multiple **Cost Structure** and **Market Dynamics** documents, each configured for different categories, regions, and business units to a strategy and plan document. This enables you to customize and compare analysis for better decision-making.

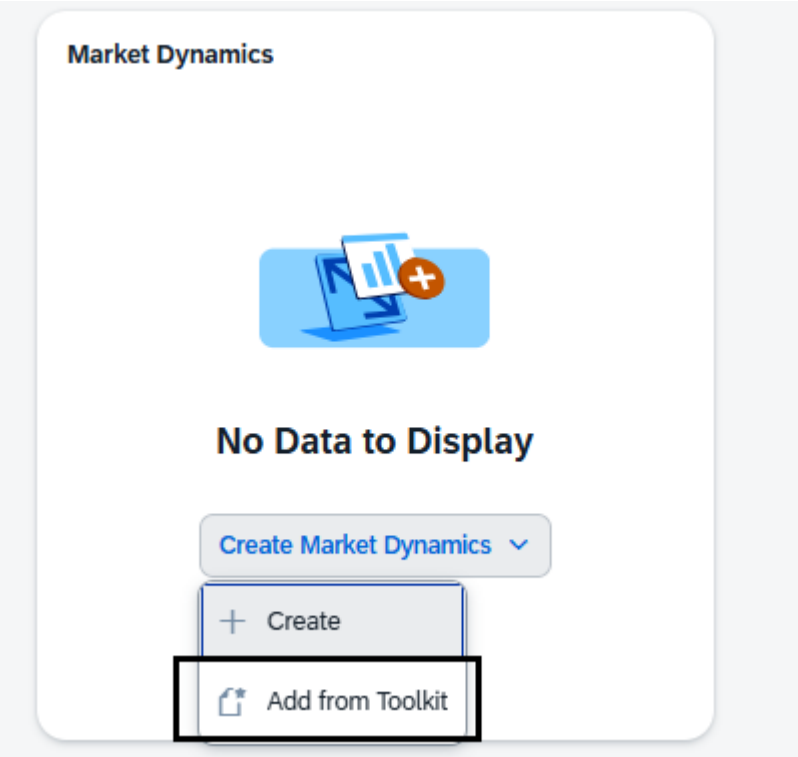
For instance you can add multiple cost structure documents to compare regional variations or multiple market dynamics documents, to get a comprehensive view of Porter's five forces across categories and subcategories.

Changes to the User Interface

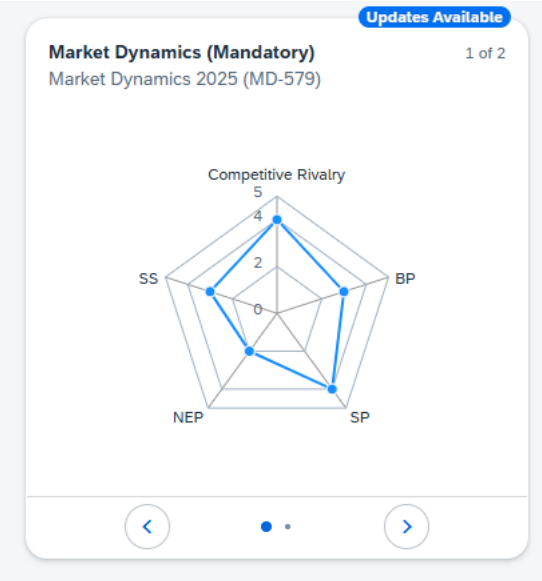
Develop Strategy and Plan app:

In the **Cost Structure** and **Market Dynamics** cards, you can do the following:

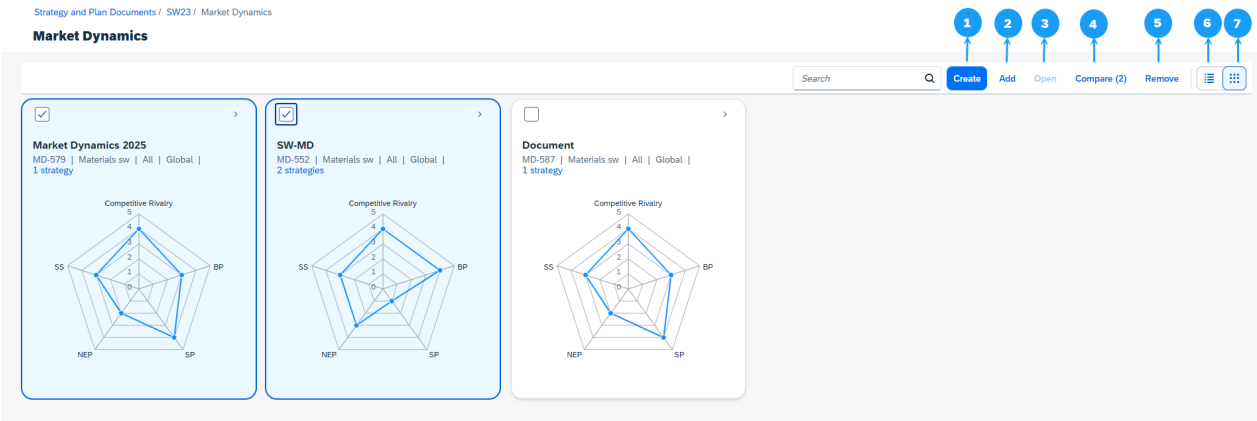
- Click **Add from Toolkit** to select multiple tool documents to associate with the strategy and plan document. You can choose various tool documents from different categories, regions, and business units, regardless of the strategy and plan document's category, region, or business unit.



- Click the ⓘ icon at the bottom of the card to view multiple tool documents.
- Click the card header to display the **Cost Structure** or **Market Dynamics** page. On this page, you can view and manage the tool documents associated with the strategy and plan document. In the grid view, you can click the strategy link on the tool document card to see all strategy and plan documents related to the tool document. When the **Updates Available** badge is shown, you can click the card header to view any updates to the tool document. You can review the updates and choose to accept the changes made in the tool documents.



The following image shows the user interface of the new **Market Dynamics** page within the strategy and plan document:



Item	UI Element	Description
1	**Create**	Create a **Cost Structure** or **Market Dynamics** document to associate with the strategy and plan document.
2	**Add**	Select the tool documents to associate it with a strategy and plan document. You can search and filter the tool documents based on multiple categories, regions, and business units in the dialog box. You can add multiple tool documents from different categories, regions, and business units, regardless of the strategy and plan document's category, region, or business unit. **Note** You can add up to 5 tool documents to a strategy and plan document.
3	**Open**	Select a tool document to view the details.
4	**Compare**	Compare a maximum of up to 5 documents at a time to evaluate differences across categories, regions, and business units.
5	**Remove**	Remove one or more selected documents associated with the strategy and plan document. **Note** Removing a tool document from the strategy and plan document doesn't delete it from the **Toolkit** app.
6	Switch to list view ( )	Use this icon to view the tool documents as a list in the table.
7	Switch to grid view ( )	Use this icon to view the tool documents in a grid view for easy access and management. By default, the tool documents are shown in the grid view.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CATMAN-454
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Ariba Category Management User Interface Enhancements

Business Details

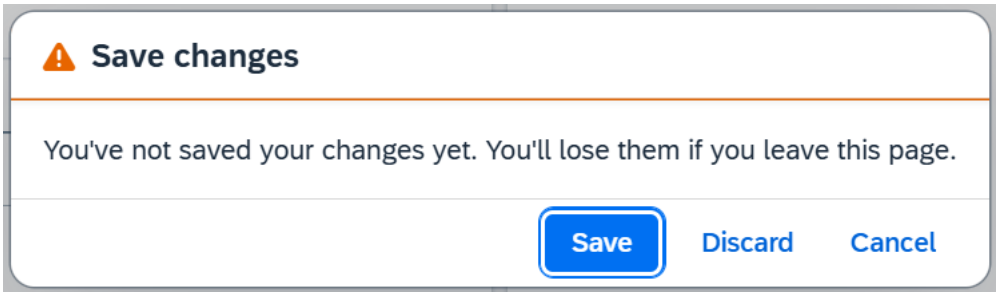
This feature introduces user interface changes in the **Develop Strategy and Plan** app in SAP Ariba Category Management.

Changes to the User Interface

Develop Strategy and Plan app:

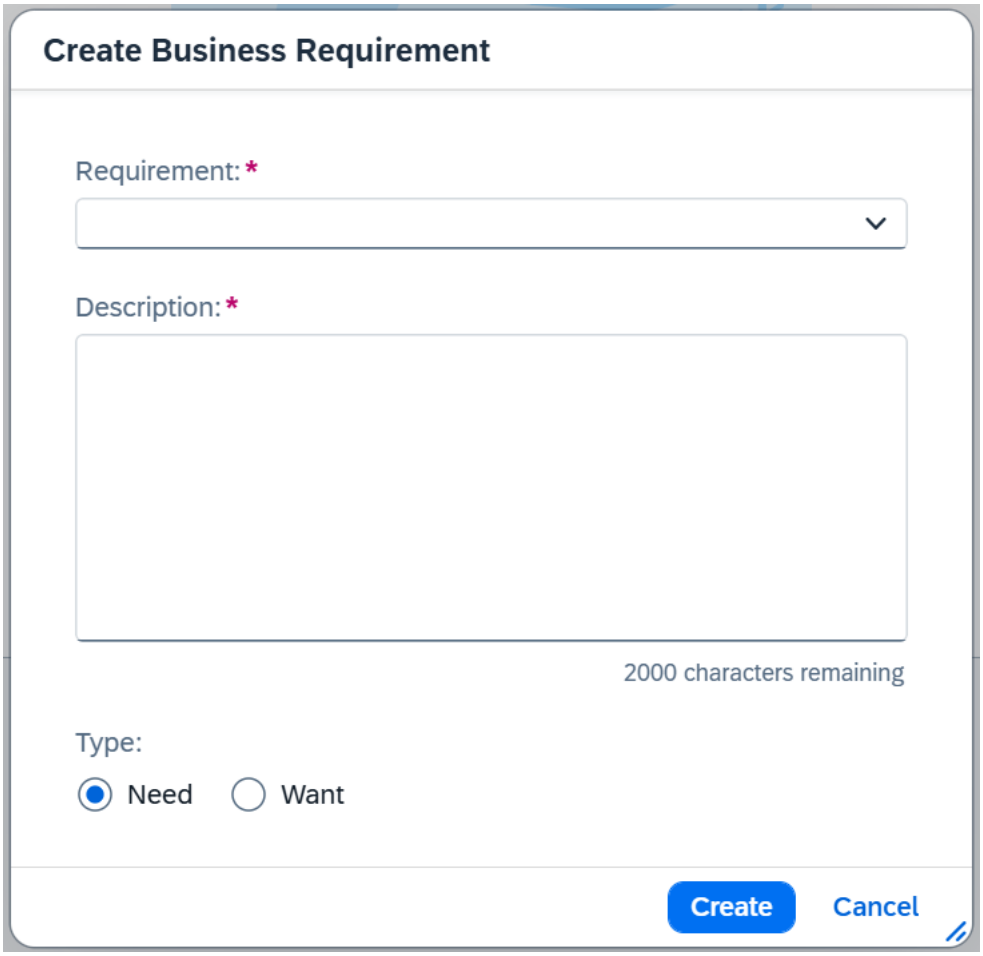
The following enhancements have been made to the SWOT Analysis tool:

- When you make edits in the SWOT Analysis tool and attempt to exit without saving, SAP Ariba Category Management now displays a warning message. You can choose to save your changes, discard them, or cancel and return to the page.
  The following image shows the warning message that appears when you try to exit the SWOT Analysis tool without saving:



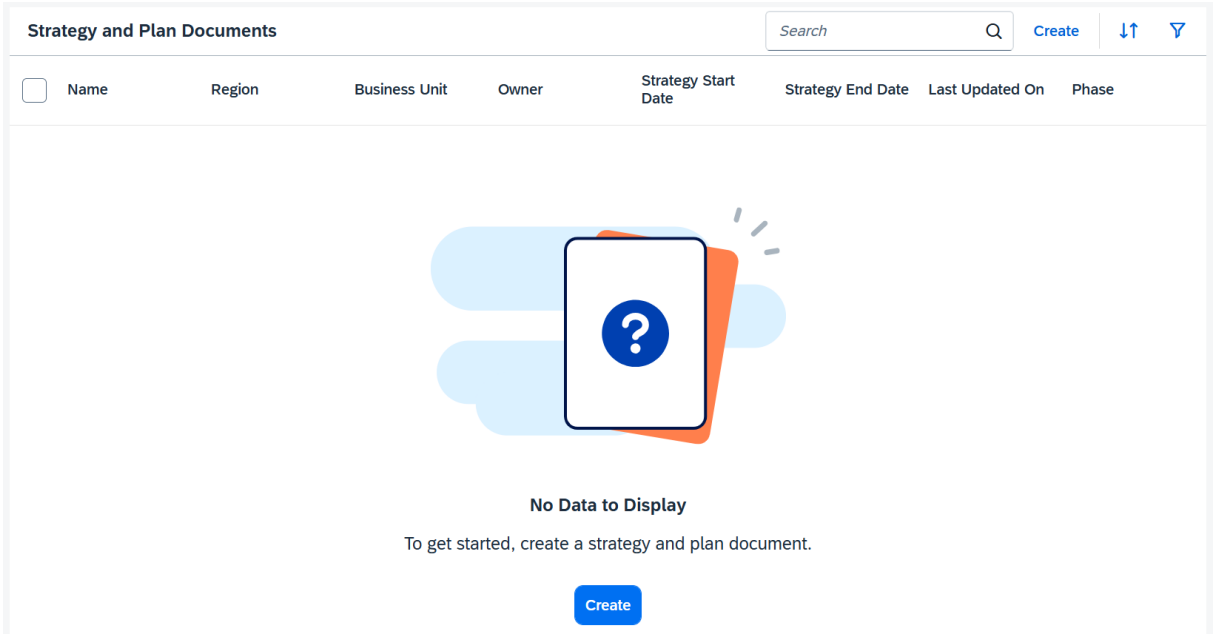
The following enhancements have been made to the **Business Requirements** card:

- The **Description** field now has a maximum character limit of 2,000.
  The following image shows the **Description** field with the updated maximum character limit of 2,000:



The following enhancements have been made to the **Develop Strategy and Plan** app:

- When category managers create strategy and plan documents for categories on the Develop Strategy and Plan page, the **Create** button now appears in the header if no documents have been previously created for the category.
  Previously, if no documents existed, the **Create** button only appeared in the illustrated message within the table.
  The following image shows the **Create** button in the header when no documents have been created for the category:



Implementation Details

General Prerequisites

You must have the `CategoryManagementAdministrator` role to create new categories and subcategories. You can define strategy and plan documents for your assigned categories as part of the category's strategy analysis process from the **Develop Strategy and Plan** app.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBCATA-512
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Create and Use Custom Strategy and Plan Tools With Attachment Templates

Business Details

This feature allows category management administrators to create a custom strategy and plan tool and add a template attachment to it in the **Manage Configurations** app of SAP Ariba Category Management. The custom strategy and plan tool provides category managers with a standardized template when creating strategy and plan documents in the **Develop Strategy and Plan** app. This allows category managers to access the template attachment, use it as reference according to the template's content, and upload their own attachments directly within the tool.

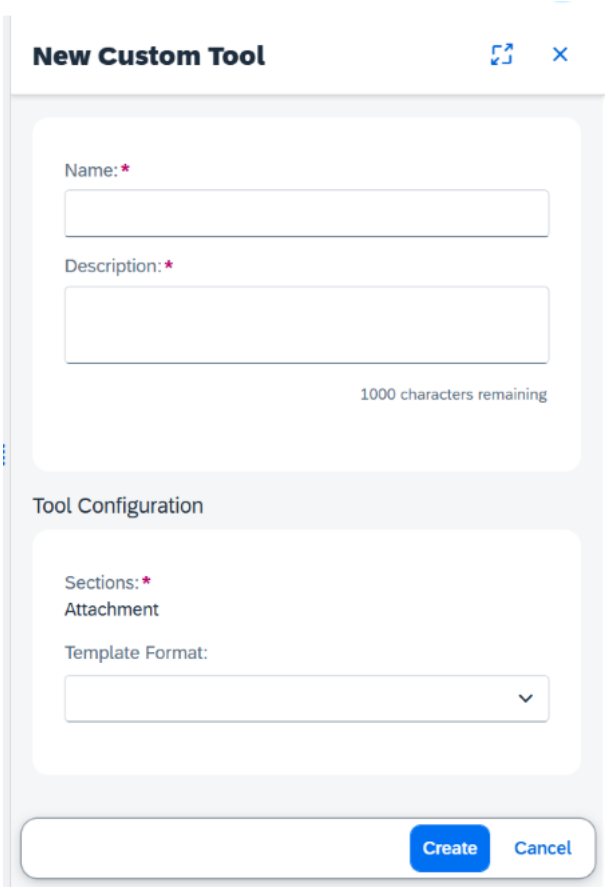
By configuring custom strategy and plan tools, category management administrators can tailor documentation templates to align with their organization's processes, ensuring category managers follow a consistent strategy and plan workflow. This customization supports better process adherence and helps maintain an effective category management framework aligned with procurement organizational needs. For more information, see Custom Strategy and Plan Tools [page 360].

Examples of the User Interface

Manage Configurations app:

- A new option, **Custom Tools**, is now available in the **Strategy and Plan** tab to create a custom strategy and plan tool.

The image below shows the custom strategy and plan tool creation page:

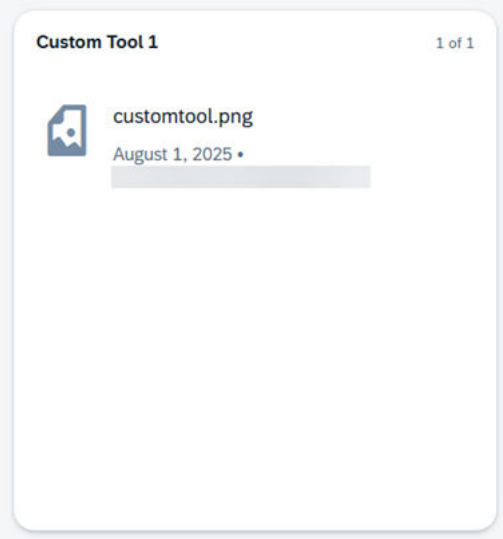


- You must give your custom tool a name and a description.
- You have the option to add one template attachment to it in the form of either a file or a link.

Develop Strategy and Plan app:

Based on the configuration of the custom strategy and plan tool, it appears on the **Strategy and Plan Documents** page.

The image below shows the custom strategy and plan tool card:



Click the custom strategy and plan tool name header to access its page. In this page, category managers can do the following:

- Click the **Download Template** button to preview and download the attachment template uploaded by the category management administrator. You can use this attachment template as reference according to its content.
- Click the **Edit** button to view the following options:
  - Click **Add File** to add a file as an attachment.
  - Click **Add Link** to add a link as an attachment.

Implementation Details

General Prerequisites

- You must have the **Category Management Administrator** role collection or user group assigned to access the **Manage Configurations** app.
- You must have the **Category Manager** role collection or user group assigned to access the **Develop Strategy and Plan** app.

Configuration

- As a category management administrator, you must create the custom strategy and plan tool. For more information, see Configuring Custom Strategy and Plan Tools [page 361].
- As a category management administrator, you must associate the new custom strategy and plan tool with a phase in the strategy and plan template. For more information, see Configuring Phases.
- In addition to this, category management administrators can associate this new tool to a category segmentation template to make the tool mandatory. For more information, see Configuring Templates for Category Segments.

Business End User Tasks

As a category manager, you can use this custom strategy and plan tool and in a strategy and plan document. For more information, see Custom Strategy and Plan Tools [page 360].

Technical Details

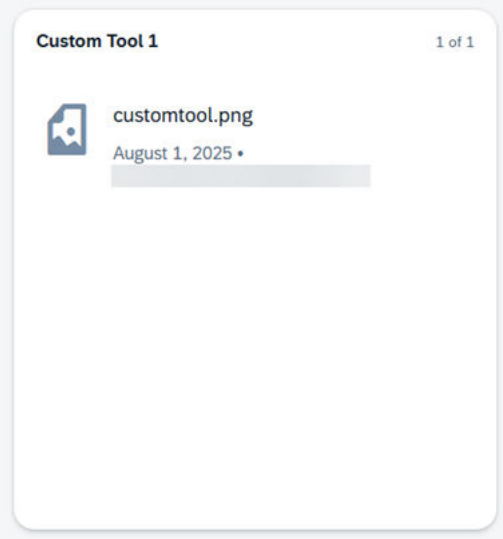
Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CATMAN-469
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Custom Strategy and Plan Tools

As a category manager, you can use custom strategy and plan tools in the strategy and plan document. These tools allow you to follow a standardized process, upload relevant documents, and align with specific procurement requirements. It's useful for managing category strategies effectively.

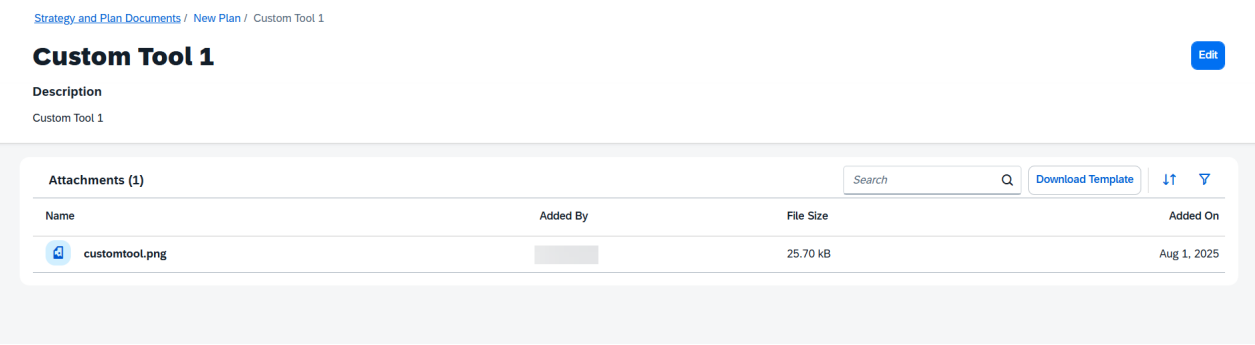
You can access custom tools in the **Develop Strategy and Plan** app based on their configuration, enabling you to follow a standardized process by using the template as a reference, uploading relevant documents, and supporting the overall category management approach to align with their procurement organization's specific requirements in SAP Ariba Category Management.

The image below shows a custom tool card:



If the custom tool has been associated to a category segmentation template, the tool will be mandatory and displayed by default in the strategy and plan document. If it has only been associated to a phase and not to a category segmentation template, the tool will be optional you can choose to add the custom tool to the strategy and plan document by clicking the **Manage Tools** button.

You can click the card header to access the custom tool page:



Key Features

- Preview and download the attachment template for reference. You can use this document template as a reference for your own attachments, according to its content.
- Add files as attachments to supplement your strategy and plan documents.
- Include links as attachments to provide additional resources or references.

> **Note**
>
> You must click **Edit** to view the options to add files and links.

Restrictions

- You can attach files up to 10 MB each.
- All files in the custom tool must amount to 15 MB.
- If you choose to add a file, you can attach PDF, DOC, DOCX, PPT, PPTX, XLS, XLSX, ZIP, HTML, JPG, JPEG, PNG, and TXT file types. Attachment preview is supported for the following file types:
  - Images (JPG, JPEG, and PNG)
  - PDF

Configuring Custom Strategy and Plan Tools

You can configure custom strategy and plan tools within the strategy and plan template for use in the **Develop Strategy and Plan** app. Configuring these custom tools promotes process adherence and supports an effective category management framework tailored to procurement needs.

Prerequisites

You must have the **Category Management Administrator** role collection or `CategoryManagementAdministrator` user group assigned.

Context

When setting up custom tools, you can include a template in the form of a file or a link. These tools provide category managers with a standardized template for creating strategy and plan documents in the **Develop Strategy and Plan** app. This enables category managers to access the template attachment, use it as a reference based on its content, and upload their own attachments directly within the tool.

> **Note**
>
> - You can create up to 10 custom tools.
> - You can edit custom tools, but you can't delete them.

Procedure

1. From the SAP Ariba Category Management launchpad, click **Manage Configurations**.
2. Click **Strategy and Plan** > **Custom Tools**.
3. Click **Create**.
4. Add relevant information:
   a. **Name**: you must add a name to the custom tool.
   b. **Description**: you must add a description of up to 1000 characters to the custom tool.
   c. **Template Format**: (Optional) Select the type of template. You can select **File** or **URL** as the type of template.

   - If you select attachment type as **File**, the following field is available:
     - **Template File**: Browse to select the file that you want to attach. The file types supported are PDF, DOC, DOCX, PPT, PPTX, XLS, XLSX, ZIP, HTML, JPG, JPEG, PNG, and TXT. Attachment preview is supported for the following file types:
       - Images (JPG, JPEG, and PNG)
       - PDF

   > **Note**
   >
   > You can attach template files up to 10 MB.

   - If you select attachment type as **URL**, the following fields are available:
     - **Link Text**: Enter the display text for your link attachment.
     - **URL**: Enter the URL of the link that you want to associate with the template.
5. Click **Save**.

Next Steps

- Associate the new custom tool with a phase. For more information, see Configuring Phases.
- (Optional) Associate the new custom tool to a category segmentation template to make the tool mandatory. For more information, see Configuring Templates for Category Segments.

SAP Ariba Procurement solutions

Support for Defaulting of Split Accounting Type to Percentage for Correction Service Sheets

Business Details

As a buyer administrator, you can enable the split accounting type to default to percentage when a correction service sheet is created. This feature is applicable only for a correction service sheet created in the SAP Ariba solution with reference to the invoiced service sheet.

Implementation Details

General Prerequisites

- Enable the `Application.ServiceSheet.EnableDefaultSplitTypeToPercentageForCorrectionServiceSheets` parameter. See Enable defaulting of split accounting type to percentage for correction service sheets [page 364].
- The general prerequisites for creating correction service sheets must be met. For information , see the prerequisites section in Creating a Correction Service Sheet.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ACSS-375
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-SRV-SES
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Enable defaulting of split accounting type to percentage for correction service sheets

Determines whether the split accounting type is defaulted to percentage when a correction service sheet is created with reference to the invoiced service sheet. This parameter is applicable only for paper-based correction service sheets created in the SAP Ariba solution.

ID	`Application.ServiceSheet.EnableDefaultSplitTypeToPercentageForCorrectionServiceSheets`
Name	**Enable defaulting of split accounting type to percentage for correction service sheets**
Default value	**No**

When set to **Yes**, the split accounting type is defaulted to percentage when a correction service sheet is created with reference to the invoiced service sheet.When set to **No**, the split accounting type is the same as that of the service sheet based on which the correction service sheet is created.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Ability to Customize the Supplier Matching Model

Business Details

This feature enables you to review supplier enrichment records with less than 85% confidence and approve or rematch names to iteratively improve the enrichment model for subsequent runs.

The data enrichment service, using advanced machine learning, automatically approves suppliers that are matched with high confidence. The suppliers listed in the **Matched Suppliers** table were matched with low confidence. Evaluating and confirming supplier matches helps ensure more accurate analytics and improved enrichment models.

After you confirm a supplier match, a green checkmark ( ) appears in the **Status** column for the corresponding supplier.

Implementation Details

General Prerequisites

You have been assigned the **Spend Control Tower Data Enrichment Manager** role collection.

Business End User Tasks

Approving Matched Suppliers

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable

Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	ARBTS-103
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Mass Editing of Accounting Information in SAP Ariba Procurement Mobile App

Business Details

SAP Ariba Procurement mobile app users can now edit the accounting information at the header level of a requisition instead of editing the accounting information for each line item.

Users can efficiently update accounting information without individually editing each line item's accounting information.

Changes to the User Interface

At the requisition header level, a new section called **Charge to** is displayed. Users can expand the **Charge to** section to see the available accounting information options for the requisition.

Implementation Details

General Prerequisites

- The general prerequisites for using the SAP Ariba Procurement mobile app must be met. For information, see the prerequisites section in SAP Ariba Procurement Mobile App Prerequisites and Restrictions.
- Ensure that your administrator enables the **Enable mass editing of accounting information at header level of requisitions in SAP Ariba Procurement mobile app** (`Application.Mobile.MassEditingOfAccountingInfoAtHeaderLevel`) parameter. See Enable mass editing of accounting information at header level of requisitions in SAP Ariba Procurement mobile app [page 368].

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	BNS-ARI-CP-CORE-BMA
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	BMAA-472
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enable mass editing of accounting information at header level of requisitions in SAP Ariba Procurement mobile app

Determines whether users can edit the accounting information at the header level that would be applied to all the line items of the requisition in the SAP Ariba Procurement mobile app.

ID	`Application.Mobile.MassEditingOfAccountingInfoAtHeaderLevel`
Name	**Enable mass editing of accounting information at header level of requisitions in SAP Ariba Procurement mobile app**
Default value	**No**

When set to **Yes**, users can edit the accounting information at the header level that would be applied to all the line items of the requisition.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

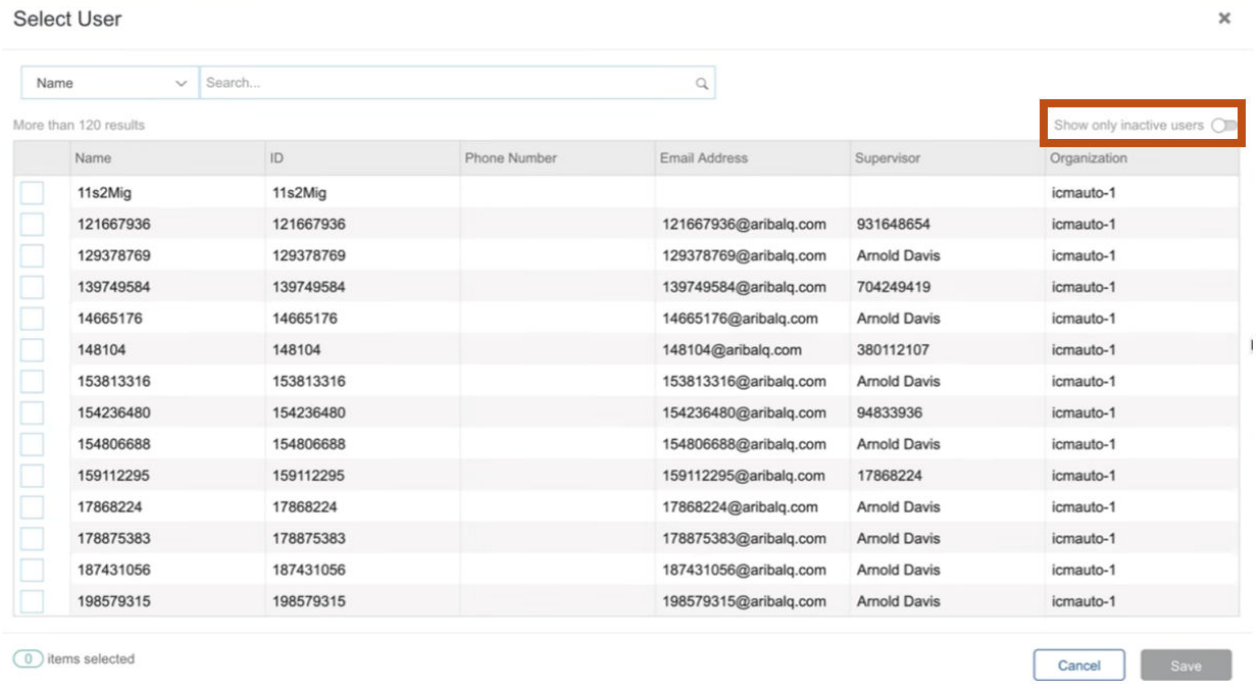
Ability to Filter only Inactive Users While Blocking Users in the Intelligent Configuration Manager

Business Details

With this feature, a Data Protection Officer (DPO) can view the list of the users who are currently in **inactive status** while blocking a user in the Intelligent Configuration Manager. To achieve this, the DPO can toggle on the **Show only inactive users** filter available on the **Select Users** screen under the **Find user** tab. Previously, the **Select Users** screen showed a list of all users.

Changes to the User Interface

A slider labeled **Show only inactive users** has been added under **Privacy Management** > **Block users** > **Find users** tab. Click on the **Browse** icon to see the following screen with the new slider option.



Implementation Details

General Prerequisites

You must be a member of the **Data Protection Officer** group to block users in the Intelligent Configuration Manager workspace.

Technical Details

Product	SAP Ariba Buying and Invoicing SAP Ariba Buying SAP Ariba Invoice Management SAP Ariba Contract Invoicing SAP Ariba Catalog
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CFG-354
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Intelligent Configuration Manager Administration
User Blocking in the Site

Removal of File Attachment Support in Custom Approval Emails

Business Details

With this feature, the automatic inclusion of attachments in approval emails sent from custom forms approval flows is removed. This ensures that the behavior is consistent with approval emails sent from classic approval flows added to custom forms, which do not include attachments.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Workflow
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	FRM-648
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PAS-CF
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Inactive User Filter for User Data Source Choosers in Form Designs

Business Details

The **Show only inactive users** property allows form designers to configure data source choosers to display only inactive users for the **User** data source type in the form documents associated with the form design.

This feature is useful for managing forms that require interaction with inactive user accounts, ensuring streamlined data selection and improved form accuracy.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Workflow
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	FRM-695
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PAS-CF
Area	Not Applicable

Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

WalkMe Available in SAP Ariba Products

Business Details

The WalkMe Digital Adoption Platform is now integrated with SAP Ariba products. Users can take advantage of easy-to-understand guidance powered by WalkMe.

WalkMe is an AI-powered solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

WalkMe is available in the following SAP Ariba capabilities and products:

- Guided sourcing
- Guided buying
- SAP Ariba Invoice Management
- SAP Ariba Contracts
- SAP Ariba Supplier Lifecycle and Performance
- SAP Ariba Supplier Risk

WalkMe comes with standard content from SAP Ariba.

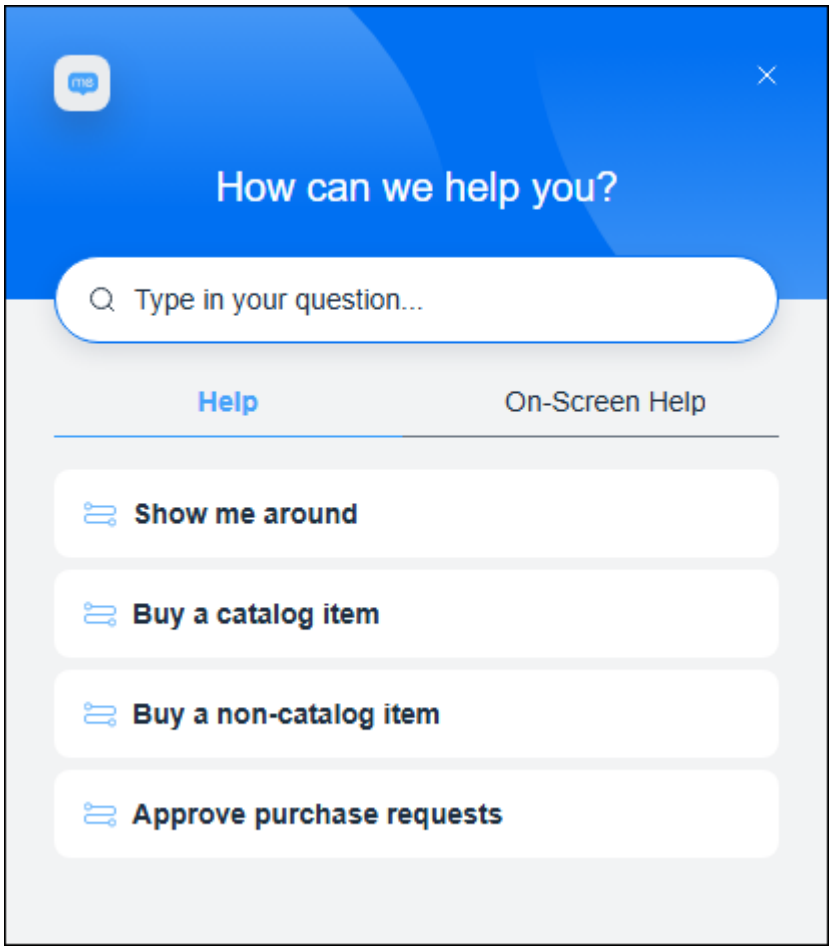
> **Note**
>
> WalkMe is currently available in only English for the following products:
>
> - SAP Ariba Invoice Management
> - SAP Ariba Contracts
> - SAP Ariba Supplier Lifecycle and Performance
> - SAP Ariba Supplier Risk

You can add custom content tailored for your organization by first purchasing WalkMe Premium for SAP Ariba Solutions and creating your own WalkMe content. For more information about WalkMe Premium for SAP Ariba, see https://www.walkme.com .

Examples of the User Interface

Users display the WalkMe panel by clicking the WalkMe  icon (or the  icon for guided buying) in the banner at the top of each page.

The WalkMe panel displays as shown in the following figure:



If you enable both WalkMe and SAP Companion, the **On-Screen Help** tab in the panel displays the SAP Companion content.

> ### Note
>
> WalkMe (including WalkMe Premium for SAP Ariba) works in conjunction with SAP Companion. However, WalkMe combined with SAP Enable Now could produce a confusing experience for users. While that combination might work for some customers, it's not a recommended scenario.

Changes to the User Interface

WalkMe was added to guided sourcing and guided buying in the 2505 release.

It has changed in the following ways in the 2508 release:

- WalkMe is now enabled for all customers. Previously, it was disabled by default.
- For guided sourcing, the WalkMe icon is now , and for guided buying the icon is now and it appears in the window banner. Previously, the icon was and it appeared in the lower right part of the window.
- The WalkMe panel now displays SAP Companion topics, so users don't have to click a different icon to display them.

Implementation Details

Configuration

By default, WalkMe is enabled and viewable by all users.

Administrators can configure it to use content from WalkMe Premium for SAP Ariba Solutions or disable it.

To configure WalkMe in guided sourcing, SAP Ariba Invoice Management, SAP Ariba Contracts, SAP Ariba Supplier Lifecycle and Performance, and SAP Ariba Supplier Risk:

1. Sign in and go to the Intelligent Configuration Manager.
2. Set the following new WalkMe parameters:

Parameter	Description
Enable the SAP WalkMe feature [page 377]	Disables or enables WalkMe.
Specify URL for WalkMe custom content [page 378]	Optional URL of custom content from WalkMe Premium for SAP Ariba Solutions.
Enable WalkMe analytics [page 378]	Disables or enables the collection of WalkMe analytical data.

To configure WalkMe in guided buying

1. Sign in and go to the **Admin** > **Parameters** page.
2. Set the following existing WalkMe parameters:

Parameter	Description
`PARAM_ENABLE_WALKME`	Disables or enables WalkMe.
`PARAM_WALKME_CUSTOMER_SYSTEM_URL`	Optional URL of custom content from WalkMe Premium for SAP Ariba Solutions.
`PARAM_ENABLE_WALKME_ANALYTICS`	Disables or enables the collection of WalkMe analytical data.

For more information about these parameters, see Guided Buying Parameters.

Business End User Tasks

Using WalkMe Walk-Thrus [page 542]

Effects on Existing Data

If you use SAP Companion, your content remains available. It appears in the **On-Screen Help** tab in the WalkMe panel.

> **Note**
>
> The WalkMe panel doesn't support SAP Companion guided tours. Those tours are unavailable when WalkMe is enabled.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Ariba Invoice Management SAP Ariba Contracts SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-09-12
Reference Number	FRM-809
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GS-WME BNS-ARI-GB-HC BNS-ARI-INV-WME BNS-ARI-SC-WME BNS-ARI-SLP-WME BNS-ARI-RSK-WME
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Related Information

Enhancement to WalkMe in Guided Sourcing [page 276]
Enhancements to WalkMe in Guided Buying [page 398]
SAP Ariba Invoice Management Integration with WalkMe [page 401]
SAP Ariba Contracts Integration with WalkMe [page 254]
Supplier Management Integration with WalkMe [page 257]
SAP Ariba Supplier Risk Integration with WalkMe [page 295]

Enable the SAP WalkMe feature

Enables WalkMe in SAP Ariba products and displays the WalkMe icon.

ID	`Application.Dashboard.EnableWalkMeFeature`
Name	**Enable the SAP WalkMe feature**
Default value	**Yes**

Enables the WalkMe Digital Adoption Platform for all users and shows the icon for displaying the WalkMe panel.

If set to **Yes** (default), the WalkMe icon and content display to all users.

If set to **No**, the WalkMe icon and content do not display.

WalkMe works in conjunction with SAP Companion.

For more information about WalkMe, see https://www.walkme.com .

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager
Specify URL for WalkMe custom content [page 378]
Enable WalkMe analytics [page 378]

Specify URL for WalkMe custom content

Optional URL of custom content from WalkMe Premium for SAP Ariba Solutions.

ID	`Application.Dashboard.WalkMeCustomerSystemURL`
Name	**Specify URL for WalkMe custom content**
Default value	Not applicable

Optionally specifies the URL of custom content developed in WalkMe Premium for SAP Ariba Solutions. Obtain your WalkMe system URL from the snippet window in WalkMe Admin. For help, refer to the WalkMe support site Deploy WalkMe Using a JavaScript Snippet .

For more information about WalkMe, see https://www.walkme.com .

If this parameter is empty (default), WalkMe displays standard content.

If this parameter contains the URL of custom content, WalkMe displays that content to all users. You must also set the parameter named Enable the SAP WalkMe feature [page 377]. The URL you enter must have the form **`https://*.walkme.cloud.sap/*`** or **`https://*.walkme.com/*`**.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager
Enable the SAP WalkMe feature [page 377]
Enable WalkMe analytics [page 378]

Enable WalkMe analytics

Allows WalkMe to collect analytical data.

ID	`Application.Dashboard.WalkMeEnableAnalytics`
Name	**Enable WalkMe analytics**
Default value	**Yes**

Enables the collection of WalkMe analytical data for use by SAP.

WalkMe collects a small amount of data that it uses for internal analytics. SAP uses the information derived from these analytics to develop better, more intuitive features and flows. However, you might prefer not to send analytical data.

If set to **Yes** (default), WalkMe collects the following data for each user session:

Description	Purpose
Unique User Identifier	Unique identifier
Timezone	Static data
Device type	Static data
Browser name and version	Static data
Operating system	Static data
Display height	Static data
Display Width	Static data
Session ID	Generated identifier for the visit
Page URL	The URL in which the event occurred
Page title	The page in which the event occurred
WalkMe account ID	The identifier of the system that sent the event
WalkMe environment	The context that sent the event (such as Production or Test)
WalkMe end user ID source	Method of extracting EUID (Identifier, Generated, Cache)

If set to **No**, WalkMe collects no analytical data.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager
Enable the SAP WalkMe feature [page 377]
Specify URL for WalkMe custom content [page 378]

AI Copilot Joule in Guided Buying

Business Details

Joule, SAP's generative AI copilot, is now available in guided buying. Joule uses a conversational interface to help users complete tasks efficiently. It leverages generative and other AI technologies to understand natural language requests, identify intent, perform actions, and provide insights. Using generative AI, it can execute tasks, deliver tailored responses, and summarize information effectively.

> **Note**
>
> AI copilot Joule in guided buying will be in Early Access until September 19th 2025, at which time it will be generally available to customers.

Joule can assist you with your product-related questions by finding answers in the product documentation published on the SAP Help Portal. Along with the answers, it provides direct links to the relevant source documents, allowing you to explore the details further. You can also perform tasks such as viewing the details of a document or approving a document from within the Joule interface. For the list of tasks that you can perform using Joule, refer to the topic Joule Capabilities in Guided Buying [page 381].

> **Note**
>
> Connect to the data center in which your SAP Ariba solutions are currently deployed. It is recommended to use the same infrastructure provider as the SAP Ariba infrastructure provider.
>
> To access Joule within the SAP Ariba Buying and SAP Ariba Buying and Invoicing solutions, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Changes to the User Interface

The Joule icon ( ) is now available in the top right of the shell bar. Clicking the icon brings up the Joule panel, where you can ask your questions.

Implementation Details

General Prerequisites

- For both SAP Ariba Buying and SAP Ariba Buying and Invoicing, this feature requires the guided buying capability.
- Joule must be integrated with SAP Ariba solutions. For more information, see Integrating Joule with SAP Ariba Solutions [page 238].

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	AI
Functional Localization	No Localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-09-19
Reference Number	GUIDEB-1163
Sub Process (Modular Business Process)	Not Applicable
Application Component	CA-JOULE BNS-ARI-GB-JOU
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Joule Capabilities in Guided Buying

Guided buying is now integrated with Joule, SAP's generative AI copilot.

Users can ask Joule questions about their purchases and receive immediate and accurate answers through generative AI.

To access the Joule panel, users click the new Joule icon ( ) at the top of the window.

After you integrate Joule with SAP Ariba solutions [page 238], all guided buying users in your organization can access it.

Joule Capabilities

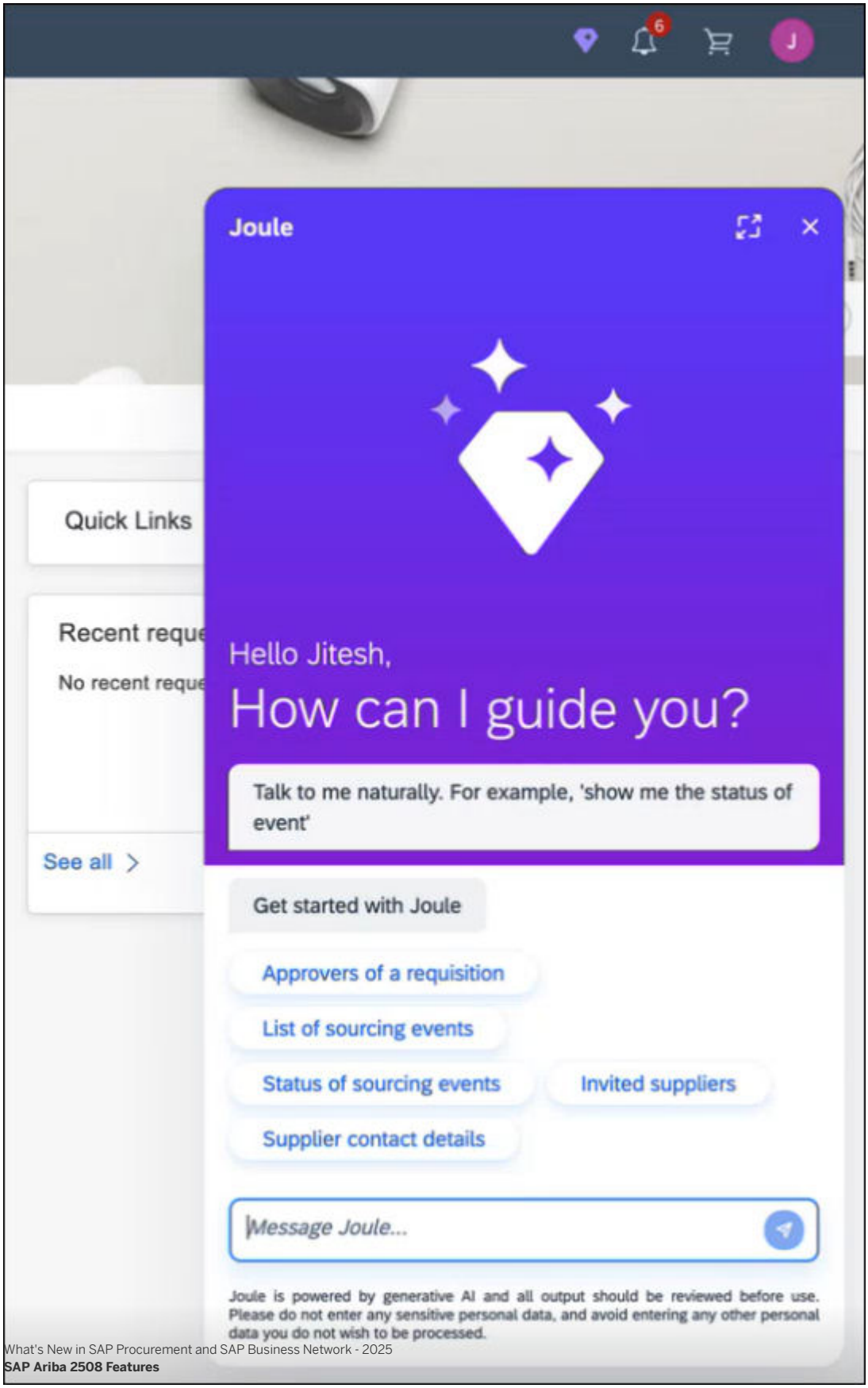
The following capabilities are available in Joule in guided buying:

Use Case	Description	Example
Purchase requisition status	Displays the status of a specified purchase requisition.	`Show me the status of PR123`
Purchase requisition approvers	Displays previous and active approvers for a specified requisition.	`Approvers for PR123`

Use Case	Description	Example
Purchase requisition shipping details	Displays the shipping details of a selected purchase requisition from a list.	`What is the shipping address`
Purchase requisition details	Display details, such as line-item information of a specified purchase requisition.	`Show me the details in PR123`
Recent purchases	Displays the list of purchase requisitions created recently.	`Show me the list of requests that I created recently`
Your favorites	Navigate the user to the **Your favorites** page.	`Take me to my favorite items`

Examples of the User Interface

Joule Panel:



Integrating Joule with SAP Ariba Solutions

This topic describes the steps on how to integrate Joule with SAP Ariba procurement, sourcing, and supplier management solutions.

To access Joule within SAP Ariba solutions, an additional entitlement and authorization may be required. Please consult your account executive for more information.

Prerequisites

- You've reviewed and carried out the steps described in Initial Setup.
- You've referred to the security related information for Joule.
- You've fulfilled the necessary prerequisites as mentioned in Prerequisites.
- You have integrated the SAP Ariba solution with Identity Authentication as Joule leverages the IAS setup of the SAP solution for user login. For integration information, refer to SAP Ariba Integration Scenario.
  You can also refer to the following blog posts for more information:
  - Overview: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication
  - Configuration: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication
  - Identity Federation: SAP Ariba SSO with SAP Cloud Identity Services - Identity Authentication

Integration Steps

The integration process involves the following steps:

1. Configure Trust to the Identity Authentication Tenant
2. Configure Trusted Domain in SAP BTP
3. Configure User Attributes for Joule from the Identity Directory
4. Configure Trusted Domains in Identity Authentication
5. Run the Joule Booster

   > **Note**
   >
   > Since you can connect only one instance of each system type to a single Joule instance, you must run the Joule booster separately for each child realm in an FCP/Multi-ERP setup with multiple child realms. Consequently, if you work across multiple child realms, you will access a different Joule instance in each child realm. In addition, navigational pattern use cases might be impacted if you work across child realms having different permissions in each child.
6. Configure Destination to Use Navigation Service
7. Create OAuth Credentials for the CDM API [page 239]
8. Configure Destinations [page 240]
9. Configure Identity Provisioning Service From SAP Ariba Applications to IAS [page 244]
10. Configure Identity Provisioning Service from IAS to SAP Build Work Zone [page 245]

Related Information

What is Joule
Integrating Joule with SAP Solutions
Joule Security Guide

Create OAuth Credentials for the CDM API

You must create the OAuth credentials in the SAP Ariba Developer Portal of your data center.

Context

The credentials that you create in the SAP Ariba Developer Portal will be used during the configuration of design and runtime destinations.

Procedure

1. Sign in to the SAP Ariba Developer Portal (https://developer.ariba.com/api/home) as a user with the **Organisation admin** role and select your data center.
2. Navigate to **Manage** > **Applications**.
3. Locate the desired application in the application list on the left.
4. Click **Actions** > **Request API Access**.
5. Select one of the APIs:
   - For SAP Ariba Strategic Sourcing Solutions, select **SAP Build Work Zone CDM Content API for Sourcing**.
   - For SAP Ariba Procurement solutions, select **SAP Build Work Zone CDM Content API for Procurement**.
6. Choose one of the following tenants:
   - For SAP Ariba Strategic Sourcing Solutions, select **Sourcing** .
   - For SAP Ariba Procurement solutions, select **Procurement** .
7. Select all the realms and submit the request.

   The request must be approved by the Open API team. Once approved, go to **Actions** and generate the OAuth secret.

   For more information on creating APIs, see
   - Administrator Functions Related to Applications on the SAP Ariba Developer Portal
   - Finding Your Application's Application Key and OAuth Client ID
   - Generating the OAuth Secret and Base64 Encoded Client ID and Secret
   - OAuth Access Token Request and Receipt

Configure Destinations

This document provides you with the information to configure design-time destinations and runtime destinations.

To integrate the content you exposed on the SAP Ariba system into SAP Build Work Zone, standard edition, you need to configure a design-time destination to define the location from which to fetch the exposed content. In addition, you configure the runtime destinations to obtain the resources needed to run the federated apps in runtime. For more information, see Configure Destinations.

Design-Time Destination for SAP Ariba Strategic Sourcing Solutions

1. In the SAP BTP cockpit, in your subaccount, navigate to **Connectivity** > **Destinations**.
2. Use the following properties to define the design-time destination:

Property	Value
Name	We recommend to add the suffix **`dt`** to the name. **Note** The name must contain only lowercase letters.
Type	**HTTP**
Description	Enter a description
URL	The URL of the Virtual Host of your Cloud Connector: `https://<data center>.openapi.ariba.com/api/sourcing-cdm-content/v1/prod/cdmForJoule?realm=<realm name>` For example, https://eu.openapi.ariba.com/api/sourcing-cdm-content/v1/prod/cdmForJoule?realm=<realm name>
Proxy Type	**Internet**
Authentication Method	**`OAuth2ClientCredentials`**
Client ID	**`<Client ID>`** Copy the **`clientid`** field value from the SAP Ariba Developer Portal for CDM API.
Client Secret	**`<Client Secret>`** Copy the **`clientsecret`** field value from the SAP Ariba Developer Portal for CDM API.
Token Service URL	**`<Token Service URL>`** Copy the token service URL from the SAP Ariba Developer Portal for CDM API.

3. In the **Additional Properties** section, enter the following information:

Property	Value
URL.headers.apiKey	Copy the API key from the SAP Ariba Developer Portal for CDM API

Runtime Destination for SAP Ariba Strategic Sourcing Solutions

1. The runtime destination defines the location from which to obtain the resources needed to run the federated apps in runtime.

Property	Value
Name	We recommend to add the suffix `rt` to the name. **Note** The name must contain only lowercase letters and must not contain the underscore (_) character.
Type	**HTTP**
Description	Enter a description.
URL	The URL of the Virtual Host of your data center: `https://s1-<data center>.ariba.com` For example, https://s1-eu.ariba.com, or https://s1-us.ariba.com
Proxy Type	**Internet**
Authentication Method	NoAuthentication

2. Add the following additional properties:

Property	Value
sap-start	`true`
ariba.realm	`<realm name>`

Create a Content Provider for SAP Ariba Strategic Sourcing Solutions

In SAP Build Work Zone, standard edition, in the **Channel Manager**, define the SAP Ariba sourcing system as content provider. For more information, seeManage Content Providers.

1. In the SAP BTP cockpit, log on to your subaccount as administrator.
2. In your subaccount, go to **Instances and Subscriptions** and launch SAP Build Work Zone, standard edition.
3. In SAP Build Work Zone, standard edition, go to **Channel Manager**.
4. Choose **+ New** to add a new content provider.

Field	Value
Title	`SAP Ariba Strategic Sourcing solution` or any other meaningful name
ID	`ariba_sourcing`
Design-Time Destination	Select the design time destination
Runtime Destination	Select the runtime destination
Runtime Destination for Dynamic Data	The runtime destination for retrieving dynamic data to display on dynamic tiles. By default, the default runtime destination is used.
Automatically add all content items to subaccount	`true`
Use the Identity Provisioning service to provision user authorizations	`true`

A new row is added to the **Content Channels** table, with the status **Creating**.

When the content provider is ready, the status changes to **Created**.

Click the **Report** link to see the number of roles, apps, groups, catalogs, spaces, pages, and URL templates that are included in the content provider.

The content provider is now visible also in the **Content Explorer**.

Design-Time Destination for SAP Ariba Procurement solutions

1. In the SAP BTP cockpit, in your subaccount, navigate to **Connectivity** > **Destinations**.
2. Use the following properties to define the design-time destination:

Property	Value
Name	We recommend to add the suffix `dt` to the name. **Note** The name must contain only lowercase letters.
Type	`HTTP`
Description	Enter a description
URL	The URL of the Virtual Host of your Cloud Connector: `https://<data center>.openapi.ariba.com/api/procurement-cdm-content/v1/prod/cdmForJoule?realm=<realm name>` For example, https://eu.openapi.ariba.com/api/procurement-cdm-content/v1/prod/cdmForJoule?realm=<realm name>
Proxy Type	`Internet`
Authentication Method	`OAuth2ClientCredentials`

Property	Value
Client ID	**`<Client ID>`** Copy the **`clientid`** field value from the SAP Ariba Developer Portal for CDM API.
Client Secret	**`<Client Secret>`** Copy the **`clientsecret`** field value from the SAP Ariba Developer Portal for CDM API.
Token Service URL	**`<Token Service URL>`** Copy the token service URL from the SAP Ariba Developer Portal for CDM API.

3. In the **Additional Properties** section, enter the following information:

Field	Value
URL.headers.apiKey	Copy the API key from the SAP Ariba Developer Portal for CDM API

Runtime Destination for SAP Ariba Procurement solutions

1. The runtime destination defines the location from which to obtain the resources needed to run the federated apps in runtime.

Property	Value
Name	We recommend to add the suffix **`rt`** to the name. **Note** The name must contain only lowercase letters and must not contain the underscore (_) character.
Type	**HTTP**
Description	Enter a description.
URL	The URL of the Virtual Host of your data center: **`https://s1-<data center>.ariba.com`** For example, https://s1-eu.ariba.com, or https://s1-us.ariba.com
Proxy Type	**Internet**
Authentication Method	NoAuthentication

2. Add the following additional properties:

Property	Value
sap-start	`true`
ariba.realm	`<realm name>`

Create a Content Provider for SAP Ariba Procurement solutions

In SAP Build Work Zone, standard edition, in the **Channel Manager**, define the SAP Ariba procurement system as content provider. For more information, see Manage Content Providers.

1. In the SAP BTP cockpit, log on to your subaccount as administrator.
2. In your subaccount, go to **Instances and Subscriptions** and launch SAP Build Work Zone, standard edition.
3. In SAP Build Work Zone, standard edition, go to **Channel Manager**.
4. Choose **+ New** to add a new content provider.

Field	Value
Title	`SAP Ariba Procurement solution` or any other meaningful name
ID	`ariba_buyer`
Design-Time Destination	Select the design time destination
Runtime Destination	Select the runtime destination
Runtime Destination for Dynamic Data	The runtime destination for retrieving dynamic data to display on dynamic tiles. By default, the default runtime destination is used.
Automatically add all content items to subaccount	`true`
Use the Identity Provisioning service to provision user authorizations	`true`

A new row is added to the **Content Channels** table, with the status **Creating**.

When the content provider is ready, the status changes to **Created**.

Click the **Report** link to see the number of roles, apps, groups, catalogs, spaces, pages, and URL templates that are included in the content provider.

The content provider is now visible also in the **Content Explorer**.

Configure Identity Provisioning Service From SAP Ariba Applications to IAS

Follow the steps explained in the following topics to configure Identity Provisioning Service from SAP Ariba Applications to IAS.

- Configure SAP Ariba Applications as source system. For instructions, see SAP Ariba Applications.

> **Note**
>
> Do the following steps in addition to the steps mentioned in this link:
>
> - Remove `FamilyName` from the transformation.
> - Add the filter `ariba.applications.user.filter` to filter only selected few Users during the sync. Enter the user name in the format "John.Doe".

- Configure SAP Cloud Identity Service – Identity Authentication as a target system. For instructions, see Identity Authentication.

> **Note**
>
> Do the following steps in addition to the steps mentioned in this link:
>
> - Remove `givenName`, `FamilyName`, `middleName`, and `honorificPrefix` from the transformation.
> - Set `ias.support.patch.operation` to True.

Configure Identity Provisioning Service from IAS to SAP Build Work Zone

Configure the Identity Provisioning service to provision identities and their authorizations to SAP Build Work Zone, standard edition.

Navigation service of SAP Build Work Zone, standard edition service uses Identity Provisioning service (IPS) that is used to provision identities and their authorizations between source and target systems.

This section describes the steps to configure the source system (Identity Authentication) and target systems (SAP Build Work Zone, standard edition) in the Identity Provisioning of your IAS application user interface. For some customers, the Identity Authentication and SAP Build Work Zone systems are already configured as the source and target system by the Upgrade Center.

The following configurations are required to provision:

1. Configure the Identity Provisioning service to provision identities and their authorizations to SAP Build Work Zone, standard edition.
2. User details like user email, Global User ID and group memberships from IAS to SAP Build Work Zone, standard edition.

> **Note**
>
> You must have the administrative access to your Identity Provisioning tenant and you need to enable the **Manage Identity Provisioning** role for your user. For more information, see Manage Authorizations in SAP Cloud Identity Infrastructure.

Configure the Source System

1. Login to your Identity Authentication tenant.
2. Navigate to **Identity Provisioning** > **Source System** .

3. Add IAS as a source system. For more information, see Add New Systems.
4. Select the source system configured for IAS from the left panel and go to the **Transformations** tab. You can switch to the JSON editor by choosing the code-bracket icon.
5. Ensure that the **group** entity has following configuration:

Property	Value	Description
Ignore	false	Ensures that the SCIM entity of the groups is considered during the provisioning of jobs.
Mappings	Sample Code `{ "sourcePath": "$.id", "targetVariable": "$.entityIdSourceSystem" },`	Ensures that the source ID field of the SCIM entity groups is set to `entityIDSourceSystem`

6. Switch to **Properties** tab and add or verify that the following properties are available using service key generated earlier for the SAP Build Work Zone, standard edition (foundation or standard plan):

Field	Value
URL	`portal-service` field value under `endpoints` node from the service key
Authentication	`BasicAuthentication`
User	`clientid` field value under `uaa` node from the service key
Password	`clientsecret` field value under `uaa` node from the service key
ProxyType	`Internet`
Type	`HTTP`
ias.api.version	2
ips.failed.request.retry.attempts	2
ips.failed.request.retry.attempts.interval	60
ips.trace.created.entity	true
ips.trace.failed.entity	true
ips.trace.failed.entity.content	false

Field	Value
ips.trace.skipped.entity	true
ips.trace.skipped.entity.content	false
ips.trace.updated.entity	true

Configure Target Systems

1. Create a new target system with following information:

Field	Value
Type	SAP Build Work Zone, standard edition
Name	Any meaningful name (Work Zone-Target)
Description	Any meaningful description
Source System	Select the IAS source system created previously.

2. Select the target system that you created from the left panel and go to the **Transformations** tab. You can switch to the JSON editor by choosing the code-bracket icon.
3. Choose **Edit**. Add the following attribute mapping for the **group** entity.

Property	Value	Description
Mapping	Sample Code `{ "sourcePath": "$.displayName", "optional": true, "targetPath": "$.externalId", "functions": [ { "function": "replaceAllString", "regex": " ", "replacement": "_" } ] }`	Ensures the `externalId` field of the SCIM entity groups is set to `externalId`.

4. Switch to **Properties** tab and add or confirm if the following properties are available using service key generated earlier for the SAP Build Work Zone, standard edition (foundation or standard plan):

Field	Value
URL	IAS URL under `endpoints` node from the service key
Authentication	`BasicAuthentication`
User	`clientid` field value under `uaa` node from the service key
Password	`clientsecret` field value under `uaa` node from the service key
ProxyType	`Internet`
Type	`HTTP`
OAuth2TokenServiceURL	`https://<uaa url>/oauth/token`
cflp.group.unique.attribute	`externalId, ['urn:ietf:params:scim:schemas:extension:2.0:mapping']['providerId']`
cflp.patch.group.members.above.threshold	`5000`
cflp.providerId	`ariba_buyer`
cflp.user.unique.attribute	`emails[0].value, ['urn:ietf:params:scim:schemas:extension:2.0:mapping']['providerId'],externalId`
ips.trace.failed.entity.content	`true`

5. Create another target system for sourcing applications and ensure that the `cflp.providerId` field value is set to `ariba_sourcing`.
   You can export the previously created target system, import the file, and make necessary changes.

Run Replication in IPS

1. Navigate to **Identity Provisioning** > **Source System**.
2. Select the source system configured for IAS and switch to the **Jobs** tab.
3. Run a **Read** or a **Resync** job as per your requirements to provision IAS users and roles to SAP Build Work Zone (`Navigation Service`).

> **Note**
>
> Depending on the job schedules and configuration, it may take twenty four to forty eight hours for the roles to reflect in the navigation service from IAS.

Asset Management in Guided Buying

Business Details

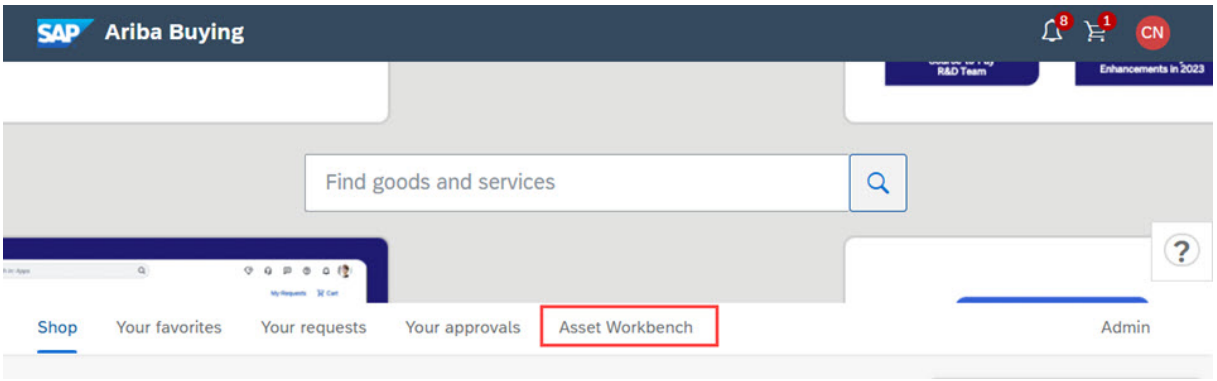
This feature enables you to manage assets in guided buying using asset management functionality from your SAP ERP system. Asset management allows you to manage your organization's assets throughout their lifecycle.

When an asset manager is added to approval flow of a purchase requisition, regardless of whether items are classified as assets, the request is sent to the **Asset Workbench**. Users can classify items as assets when they create a requisition, or asset managers can classify items as assets from the **Asset Workbench** after the requisition is submitted. To further classify assets, asset managers can assign asset line types (main or sub-assets) and create asset groups.

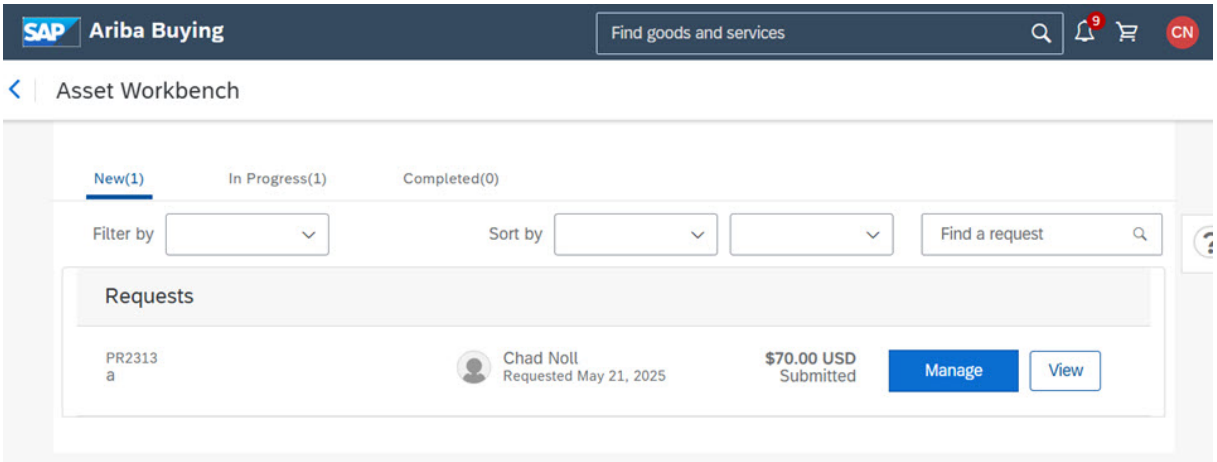
Changes to the User Interface

When this feature is enabled, the following changes display throughout guided buying:

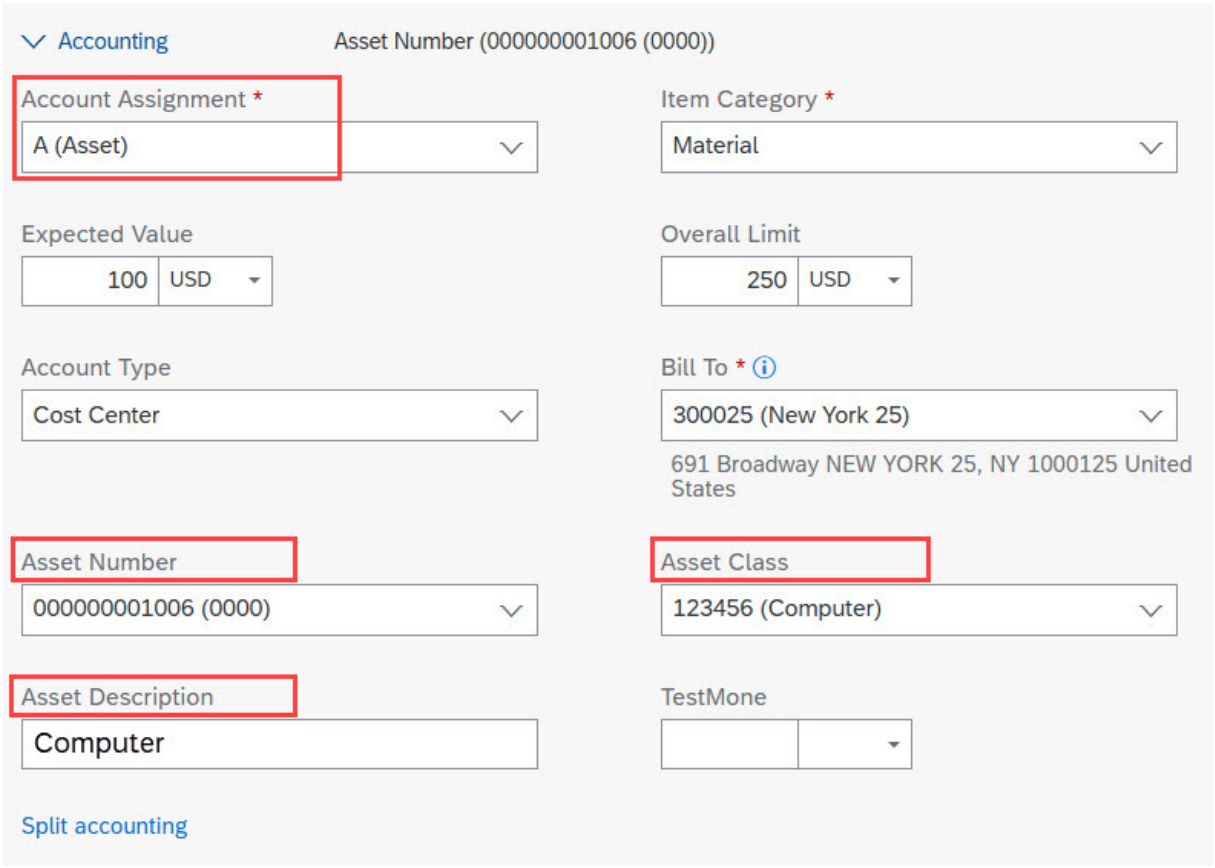
- The **Asset Workbench** section displays on the guided buying home page, as shown in the following figure.



- In the **Asset Workbench**, assets are organized into three categories, **New**, **In Progress**, and **Completed**, as shown in the following figure.



- When users create a purchase requisition, the asset fields (**Asset Number**, **Asset Description**, and **Asset Class**) display when the **Account Assignment** field has `A (Asset)` chosen from the dropdown menu. The following figure displays the asset fields in the **Accounting** section of a requisition, as shown in the following figure.



Implementation Details

General Prerequisites

To submit purchase requisitions with assets and to manage assets in the **Asset Workbench**, you must belong to the **Asset Manager** group.

Configuration

In your SAP Ariba Buying solution, complete the Prerequisites and Limitations for Using Asset Management Functionality.

Business End User Tasks

- Adding Asset Information on a Requisition
- Creating Asset Groups

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Data Management
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	GUIDEB-915
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GB-REQ
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Asset Management for SAP ERP-Integrated Sites

Enhancements to WalkMe in Guided Buying

Business Details

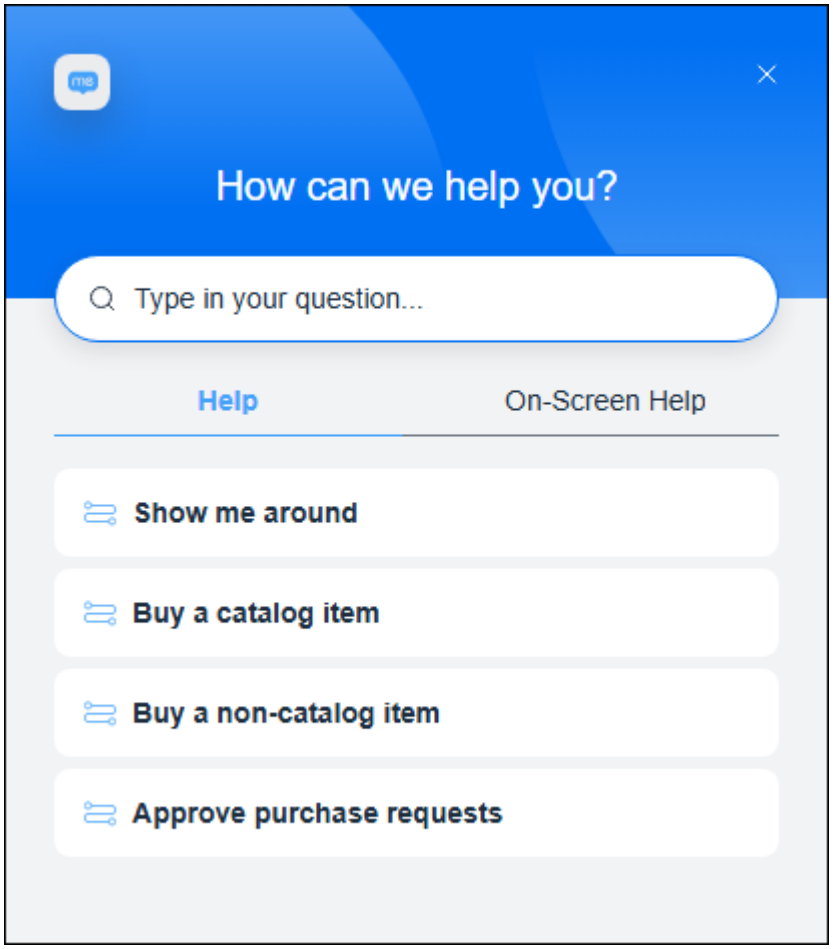
The WalkMe Digital Adoption Platform is now enabled for all guided buying customers, and the WalkMe panel can display content from SAP Companion. Previously, WalkMe in guided buying was disabled by default, and SAP Companion content displayed in a different panel.

> **Note**
>
> WalkMe (including WalkMe Premium for SAP Ariba) works in conjunction with SAP Companion. However, WalkMe combined with SAP Enable Now could produce a confusing experience for users; while that combination might work for some customers, it's not a recommended scenario.

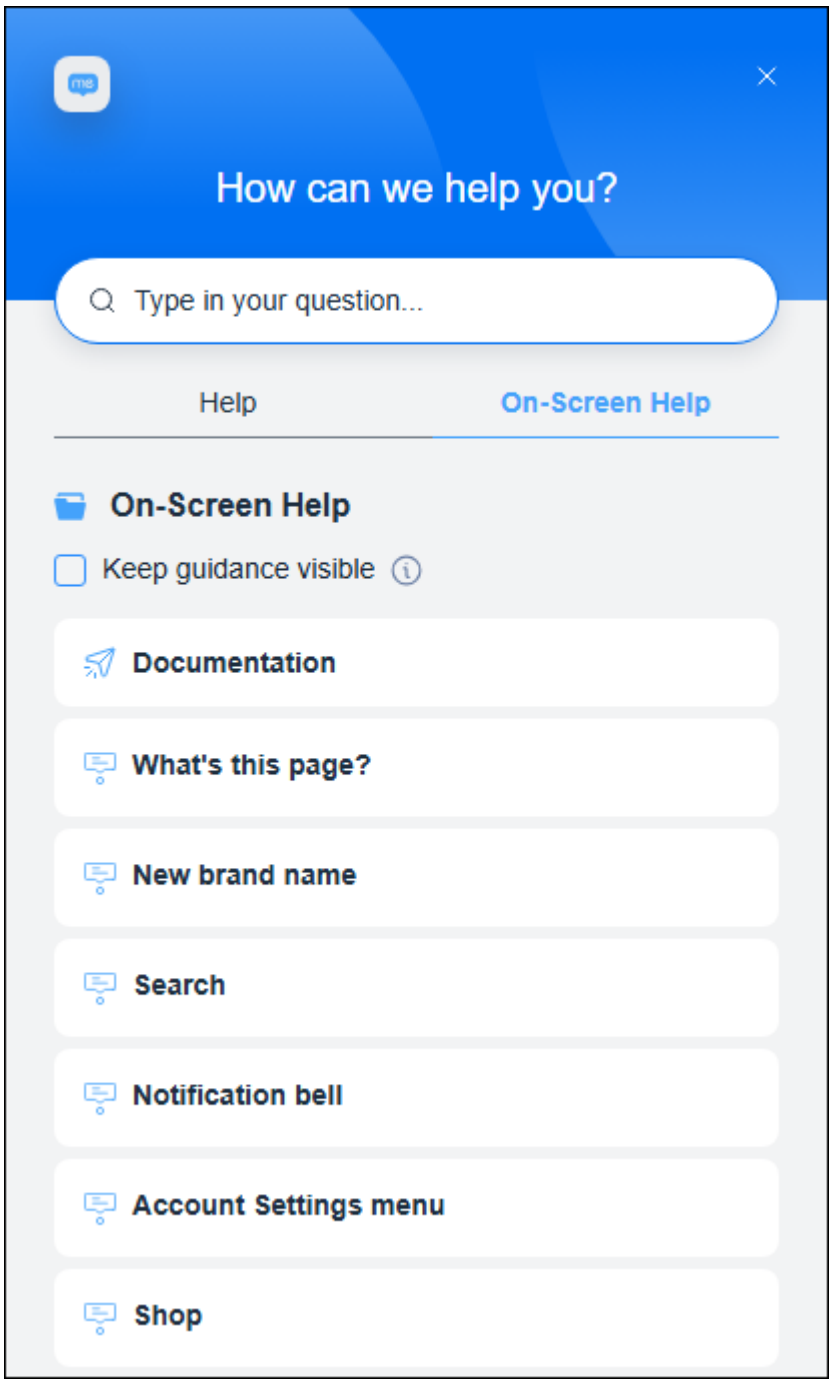
The WalkMe question-mark icon is now and it appears in the window banner. Previously, the WalkMe icon was and it appeared in the lower right part of the window.

Changes to the User Interface

If you have both SAP Companion and WalkMe enabled, the WalkMe panel now displays two tabs as shown in the following figure:



Users display the available list of SAP Companion topics by clicking the **On-Screen Help** tab as shown in the following figure:



Implementation Details

Configuration

The parameters for configuring WalkMe in guided buying are the same as before. For more information, see Guided Buying Parameters.

Effects on Existing Data

If you use SAP Companion, your content remains available. It appears in the new **On-Screen Help** tab in the WalkMe panel.

> **Note**
>
> The WalkMe panel doesn't support SAP Companion guided tours. Those tours are unavailable when WalkMe is enabled.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	GUIDEB-1266
Sub Process (Modular Business Process)	Not Applicable

Application Component	BNS-ARI-GB-HC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Ariba Invoice Management Integration with WalkMe

Business Details

This feature facilitates the integration of SAP Ariba Invoice Management with WalkMe Digital Adoption Platform. Buyers can take advantage of easy-to-understand guidance powered by WalkMe for the smart walkthus for invoice creation and approval requests in SAP Ariba Invoice Management.

WalkMe is an AI-powered digital adoption solution that enables customers and SAP to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

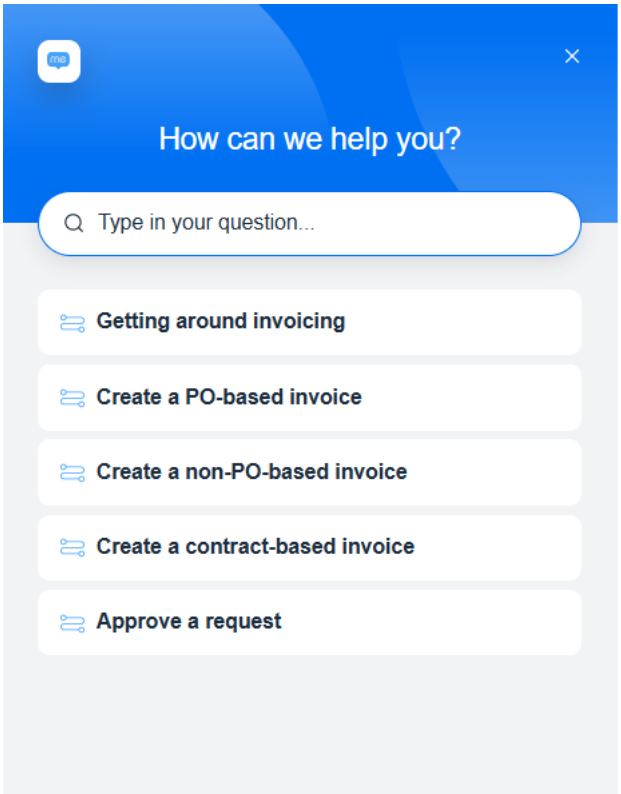
> **Note**
>
> WalkMe content is currently available in only English.

Smart walk-thrus powered by WalkMe are available for the following workflows in SAP Ariba Invoice Management:

- Getting around invoicing
- Create a PO-based invoice
- Create a non-PO-based invoice
- Create a contract-based invoice
- Approve a request

Examples of the User Interface

Users can open the WalkMe panel by clicking the WalkMe icon ().



Implementation Details

Configuration

WalkMe is enabled by default. An administrator can use the following self-service configuration parameters in **Intelligent Configuration Manager** to manage WalkMe:

Parameter	Description
Enable the SAP WalkMe feature [page 377]	Disables or enables WalkMe.
Specify URL for WalkMe custom content [page 378]	Optional URL of custom content from WalkMe Premium for SAP Ariba Solutions.
Enable WalkMe analytics [page 378]	Disables or enables the collection of WalkMe analytical data.

Business End User Tasks

When users select the ( ) icon on a page, the WalkMe panel shows the walk-thrus specific to that page. Users can choose from the available walk-thrus to begin a guided tour. They can choose to end the walk-thrus at any point.

Technical Details

Product	SAP Ariba Invoice Management
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-16
Reference Number	INV-609
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-INV-WME
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

WalkMe Available in SAP Ariba Products [page 373]

Hiding of Passwords and Client Secrets in the My API tab of SAP Ariba Developer Portal

Business Details

With this feature, you cannot view passwords and client (OAuth) secrets in the **My APIs** tab of SAP Ariba Developer Portal after they are saved. You can change them by entering new values and saving them. This enhances the security of these authentication credentials.

Technical Details

Product	SAP Ariba Developer Portal SAP Ariba APIs
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Development
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PAPI-597
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer Supplier

Download the Supplier's Master Data in the cXML Format for Invoices

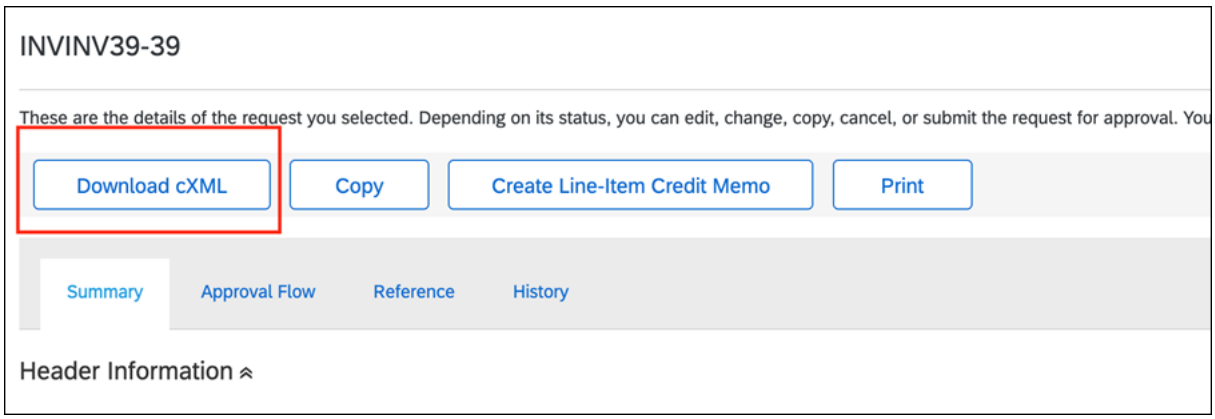
Business Details

This feature allows buyers to download the original supplier master data from reconciled and paid paper invoices, as captured at the time of invoice submission.

The new **Download cXML** button on the Invoice and Invoice Reconciliation (IR) summary pages allows users to retrieve the original supplier data captured at the time of invoice submission. The original supplier data is preserved and viewable in SAP Ariba Buying and Invoicing, even if the supplier master data is later modified. Previously, when supplier information was updated in the master data, even paid invoices (which are non-editable) would display the updated details instead of the original information. This feature ensures that the original supplier data is preserved and available for download from reconciled and paid invoices.

> **Note**
>
> - To ensure this feature works correctly, you must maintain and format the supplier master data properly. For example, in invoices issued from the SAP Ariba Buying and Invoicing system, the cXML file includes the supplier contact name at the supplier location level. As a result, users might not be able to identify the supplier name directly from the cXML. To work around this, in the supplier master data, configure the supplier contact name at the supplier location level to match the supplier name in SAP Ariba Buying and Invoicing. For more information, see Supplier data from Download cXML button shows incorrect value.
> - In some cases, the supplier name value might be identical to the supplier location name. In such instances, disregard the supplier location name and refer only to the supplier name.

Examples of the User Interface



Changes to the User Interface

This feature adds **Download cXML** button to the Invoice and Invoice Reconciliation pages.

Implementation Details

General Prerequisites

- Enable the **Display Download cXML button for Invoice and Invoice Reconciliation** parameter. For more information, see Display Download cXML button for Invoice and Invoice Reconciliation [page 407]

> **Note**
>
> The **Download cXML** button primarily appears on the Invoice page only. On the IR page, this button will appear only for the customers who have already enabled and configured the following application parameters in their existing system and is limited to manual suppliers.
>
> - **Require invoice reconciliation in the ERP system** parameter. For more information, see Require invoice reconciliation in the ERP system.
> - **Send invoice reconciliations to SAP Business Network** parameter. For more information, see Send invoice reconciliations to SAP Business Network.

Technical Details

Product	SAP Ariba Invoice Management
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	INV-606
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-INV-IR-INT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Display Download cXML button for Invoice and Invoice Reconciliation

Determines whether the **Download cXML** button is displayed on the Invoice and Invoice Reconciliation (IR) pages.

ID	`Application.Invoicing.DownloadcXMLInvoices`
Name	**Display Download cXML button for Invoice and Invoice Reconciliation**
Default value	**No**

When set to **Yes**, **Download cXML** button is displayed on the Invoice and IR pages.

When set to **No**, **Download cXML** button is not displayed.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Support for Centralized Payment in Purchase Orders Sent to SAP Business Network

Business Details

As a buyer administrator, you can map multiple sold-to addresses to a single bill-to address, thus enabling centralized payment when a purchase order that is created in the SAP Ariba solution is sent to SAP Business Network. You can maintain the sold-to address in the `SoldToBillToMapImport.csv` mapping file that enables this field to be included in the cXML file for purchase orders.

Changes to the User Interface

- The **Import Sold-To to Centralized Billing Address Relationships** import task is available on the **Data Import/Export** page. See Import multiple sold-to addresses to single bill-to address [page 409].
- For a purchase order that is sent to SAP Business Network, the **History** tab indicates that the sold-to address is mapped to the central billing address if a valid sold-to and central billing address mapping is found in the `SoldToBillToMapImport.csv` file and the **Import Sold-To to Centralized Billing Address Relationships** task is run.

Implementation Details

General Prerequisites

- Enable the `Application.Procure.EnableCentralizedBilling` parameter. See Include SoldTo and CentralizedBillTo address in Purchase Order cXML [page 410].
- Map the sold-to columns in the `SoldToBillToMapImport.csv` to the centralized billing address, and then run the **Import Sold-To to Centralized Billing Address Relationships** task.

> **Note**
>
> For a service order containing parent and child line items, the data in the purchase order cXML is sent based on the values in the parent line item, and not the child line items.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information

Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PROC-1008
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Import multiple sold-to addresses to single bill-to address

Use the **Import Sold-To to Centralized Billing Address Relationships** to import multiple sold-to addresses to single bill-to address.

Prerequisites

- Ensure that the `Application.Procure.EnableCentralizedBilling` parameter is enabled. See Include SoldTo and CentralizedBillTo address in Purchase Order cXML [page 410].
- Map the sold-to columns in the `SoldToBillToMapImport.csv` to the centralized billing address. The CSV file can have more than one bill-to address but the same sold-to address must not be mapped to more than one bill-to address.

Following is an example of the `SoldToBillToMapImport.csv` file.

```
"UTF-8"
SoldToAddress,CentralizedBillingAddress
"3000","5000"
"3100","4000"
"3456","4000"
"4567","4000"
```

Context

Run the **Import Sold-To to Centralized Billing Address Relationships** task to map multiple sold-to addresses to a single bill-to address, thus enabling centralized payment when a purchase order that is created in the SAP Ariba solution is sent to SAP Business Network.

Procedure

1. On the dashboard, click **Manage** > **Core Administration**.
2. Click **Site Manager** > **Data Import/Export**, and on the **Import** tab, search for **Import Sold-To to Centralized Billing Address Relationships**.
3. Click **Site Manager** > **Data Import/Export**, and on the **Import** tab, search for **Import Sold-To to Centralized Billing Address Relationships**.
4. Navigate to the `SoldToBillToMapImport.csv` file containing the multiple sold-to addresses mapped to a single bill-to address and run the import task.

Results

For a purchase order that is sent to SAP Business Network, the **History** tab indicates that the sold-to address is mapped to the central billing address if a valid sold-to and central billing address mapping is found in the `SoldToBillToMapImport.csv` file and the **Import Sold-To to Centralized Billing Address Relationships** task is run.

Include SoldTo and CentralizedBillTo address in Purchase Order cXML

Determines whether the purchase order cXML sent to SAP Business Network includes the `soldTo` and `centralizedBillTo` field when the `soldTo` address is mapped to a `centralizedBillTo` address in the address mapping file.

ID	`Application.Procure.EnableCentralizedBilling`

Name	**Include SoldTo and CentralizedBillTo address in Purchase Order cXML**
Default value	**No**

When set to **Yes**, the purchase order cXML sent to SAP Business Network includes the `soldTo` and `centralizedBillTo` field when the `soldTo` address maintained in the `SoldToBillToMapImport.csv` is mapped to a `CentralizedBillTo` address. When set to **No**, the purchase order cXML sent to SAP Business Network does not include the `soldTo` field, and the `BillTo` field is unchanged.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Prepackaged Reports for Virtual Card Orders

Business Details

The **Virtual Card Reports** folder contains the prepackaged reports for virtual card orders, **Virtual Card Charges Load Report**, **Virtual Card Charge Reconciliation Report**, and **Virtual Card Charge Exception Report**.

The **Charge** fact also contains two new data fields, **VCard** and **VCO#**.

Implementation Details

General Prerequisites

Your administrator must enable **Use single-use virtual cards to pay suppliers** (`Application.Common.SupportsvCardBasedOrder`) in your SAP Ariba buying solution. See Use single-use virtual cards to pay suppliers.

> **Note**
>
> While the **Virtual Card Reports** folder is displayed even when `Application.Common.SupportsvCardBasedOrder` isn't enabled, the reports display data only when the parameter is enabled.

Authorizations

Only users who have permission to run reports have access to the reports in the **Virtual Card Reports** folder.

Business End User Tasks

Virtual Card Reports [page 413]

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PROC-1011
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-REQ-RPT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Charge Reporting Fact

Virtual Card Reports

Overview

Virtual card reports are designed to give you insight into your company's purchasing on virtual cards.

The **Virtual Card Reports** folder is located in the **Prepackaged Reports** folder. The reports in the **Virtual Card Reports** folder are available in the following solutions:

- SAP Ariba Buying
- SAP Ariba Buying and Invoicing

Only users who have permission to run reports have access to the reports in this folder. For those users, the view of the data is restricted based on role.

Virtual Card Charge Exception Report

Description

Provides information on the charge exception type and the total exception count for each charge reconciliation document, along with the corresponding charge details.

Content

In the default configuration, this report is set with the following elements:

Reporting Element	In This Report...
Facts	• **Charge Exceptions** • **Charge**
Measures	• **Base Amount (USD)** • **Tax Amount (USD)** • **Exception Count**

Reporting Element	In This Report...
Row Fields	• **Supplier Name** • **Charge Reconciliation ID** • **Charge Exception Type**
Column Fields	**None**
Page Fields	**Virtual Card Number**
Detail Fields	• **Charge ID** • **Accounting Date** • **Order ID**

Default Filters	• **Accounting Date:**
	  • **Relative Date Range**
	  • **Time Period = Years**
	  • **Most Recent = 2 time periods**
	  • **Future = 0 time period**
	  • **Include current partial year = Yes**
	• **Virtual Card Number**

Default View	**Detail View**

Virtual Card Charge Reconciliation Report

Description

Shows approvable virtual card charge amounts, grouped by order ID and reconcile approvable status.

Content

In the default configuration, this report is set with the following elements:

Reporting Element	In This Report...
Facts	• **Charge**
Measures	• **Amount (USD)** • **Tax Amount (USD)**
Row Fields	• **Order ID** • **Reconcile Approvable Status**
Column Fields	**None**
Page Fields	**Reconcile Approvable ID**

Reporting Element	In This Report...
Detail Fields	• Reconcile Approvable ID • Reconcile Approvable Line Number • Transaction Date • Loaded Date • Description

Default Filters	• Transaction Date:
	  • Relative Date Range
	  • Time Period = Years
	  • Most Recent = 2 time periods
	  • Future = 0 time period
	  • Include current partial year = Yes
	• Approvable Type
	• Reconcile Approvable ID
	• Virtual Card Number

Default View	Detail View

Virtual Card Charges Load Report

Description

Shows virtual card charge loads, grouped by loaded date, virtual card number, and reconcile approvable ID.

Content

In the default configuration, this report is set with the following elements:

Reporting Element	In This Report...
Facts	• Charge
Measures	• Base Amount (USD)
Row Fields	• Virtual Card Number • Loaded Date • Reconcile Approvable ID
Column Fields	None
Page Fields	None

Reporting Element	In This Report...
Detail Fields	• **Supplier Name** • **Approvable Type** • **Charge Status** • **Charge ID** • **Transaction Date**

Default Filters	• **Loaded Date:**
	  • **Relative Date Range**
	  • **Time Period = Years**
	  • **Most Recent = 2 time periods**
	  • **Future = 0 time period**
	  • **Include current partial year = Yes**
	• **Virtual Card Number**

Default View	**Detail View**

Related Information

Prepackaged Report Reference
Running Analytical Reports
Charge Reporting Fact

New User Group for Virtual Card Orders

Business Details

With this feature, only users belonging to the new user group **Ad Hoc Vendor Agent** can use ad hoc vendors when adding non-catalog line items to a requisition.

A new condition **Requisition Has Items With Ad hoc vendor** is introduced for use while configuring approval workflows for requisitions.

Implementation Details

General Prerequisites

Your administrator must do the following in your SAP Ariba solution:

- Enable **Use single-use virtual cards to pay suppliers** (`Application.Common.SupportsvCardBasedOrder`). For more information, see Use single-use virtual cards to pay suppliers.

- Enable **Use ad hoc vendors for non-catalog items** (`Application.Common.UseAdHocVendorsForNonCatalogItem`). For more information, see Use ad hoc vendors for non-catalog items.
- Assign the **Ad Hoc Vendor Agent** group to users who can use ad hoc vendors when adding non-catalog line items to a requisition.

> **Note**
>
> In an environment where the `Application.Approvable.OrganizationalVisibilityPartitioning` parameter is enabled, users belonging to the **Ad Hoc Vendor Agent** group can use an ad hoc vendor when adding line items to a requisition even though they don't have the specific purchasing unit assigned to the **Ad Hoc Vendor Agent** group in their profile.

Configuration

Importing Ad Hoc Vendors to SAP Ariba Buying Solutions

Business End User Tasks

Adding an Ad Hoc Vendor and Vendor Location in a Purchase Requisition

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15

Reference Number	PROC-1020
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO-PCO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

New Attributes in Operational Reporting API for Procurement

Business Details

The Operational Reporting API for Procurement now supports two new attributes for accounting, `ActivityNumber` and `Network`.

`ActivityNumber` and `Network` represent the unique internal identifiers of activity number and network for a split line item when a user selects the account assignment field as **N** (**Network**) while creating a requisition.

> **Note**
>
> The `ActivityNumber` and `Network` attributes are valid only for SAP ERP.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PROC-1024
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-CP-API-OR
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Operational Reporting API for Procurement

SAP Business Network

Support Evaluated Receipt Settlement (ERS) Process in the 4R2 Integration Scenario

Business Details

This feature introduces support for evaluated receipt settlement (ERS) process for lean-service items in the **Service Procurement with Ariba Network and SAP Fieldglass (4R2)** integration scenario. Service entry sheets created in SAP Fieldglass against lean-service orders created in SAP S/4HANA Cloud are delivered via SAP Business Network to SAP S/4HANA Cloud for approval. In SAP S/4HANA Cloud, invoices are automatically created against approved service entry sheets and sent to SAP Fieldglass via SAP Business Network.

The evaluated receipt settlement (ERS) feature enables buyers to settle goods receipts without receiving invoices from suppliers. This helps to reduce invoice variances and close purchasing transactions more quickly. For more information, see Evaluated Receipt Settlement and Automatic Invoicing.

The 4R2 integration scenario involves integration between SAP S/4HANA Cloud, SAP Fieldglass, and SAP Business Network for services procurement and supports the exchange of documents such as orders, service sheets, and invoices. All data is routed through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

> **Note**
>
> In SAP Business Network, suppliers are prevented from creating invoices for ERS-enabled lean-service items.

For more information on the workflow, see Workflow of Documents in the 4R2 Integration Scenario [page 422].

Implementation Details

General Prerequisites

- Ensure that the following integration scenarios have been implemented:
  - **Automation of Source-to-Pay with Ariba Network (42K)**
  - **Service Procurement with Ariba Network and SAP Fieldglass (4R2)**
- Ensure that the Enable SAP ERP evaluated receipt settlement (ERS) self-service parameter is enabled for your site to enable the ERS feature.
- Ensure that the **Enhanced order confirmation integration capabilities for hosted and integrated suppliers** entitlement is enabled.
- Ensure that the following transaction rules are enabled in the SAP Business Network buyer account:
  - **Allow exchange of documents between Ariba Network, SAP Fieldglass, and SAP S/4HANA or SAP S/4HANA Cloud, for services procurement**
  - **Require suppliers to fully confirm line items before fulfillment**

> **Restriction**
>
> - This feature is not applicable to lean-service items with service hierarchies.
> - This feature is not applicable to suppliers who invoice through an integrated ERP system.
> - Service entry sheets originating from SAP Fieldglass cannot be edited in SAP Business Network.

Technical Details

Product	SAP Business Network
Line of Business	Finance
Action	Information

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	NP-28982
Sub Process (Modular Business Process)	Not Applicable
Application Component	Source to Pay - Manage Supplier and Collaboration
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

https://rapid.sap.com/bp/#/browse/scopeitems/4R2
Overview of Automation of Source-to-Pay with Ariba Network (42K)
Overview of Service Procurement with Ariba Network and SAP Fieldglass (4R2)
Setting Up Automation of Purchase-to-Pay with Ariba Network
Setting up Service Procurement with Ariba Network and SAP Fieldglass
Evaluated Receipt Settlement and Automatic Invoicing

Workflow of Documents in the 4R2 Integration Scenario

The following steps explain the flow of documents between SAP Fieldglass, SAP Business Network, and SAP S/4HANA Cloud in detail. All data is routed through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

1. A purchase order containing lean-service items flagged for ERS is created in SAP S/4HANA Cloud and sent to SAP Business Network.
2. Supplier confirms the order and order confirmation document is sent to SAP S/4HANA Cloud.
   After the order is fully confirmed, SAP Business Network routes the order to SAP Fieldglass.
3. An associated statement of work (SOW) is created in SAP Fieldglass. The buyer checks the SOW and releases it to the supplier in SAP Fieldglass.
4. In SAP Fieldglass
   A single proof of service document can be created against multiple lean-service items.

   > **Note**
   >
   > For planned lean-service items, the quantity should not exceed the quantity specified in the SOW.
   >
   > For unplanned lean-service items, the subtotal for a line item should not exceed the limit set by the buyer for that line item in the SOW.
5. After the buyer approves the proof of service documents, SAP Fieldglass converts them to service entry sheets and sends them to SAP Business Network.

   > **Note**
   >
   > In SAP Business Network, supplier users are prevented from creating service entry sheets against orders that contain lean-service items.
6. SAP Business Network routes these service entry sheets to SAP S/4HANA Cloud for approval.
7. After the service entry sheet is approved or rejected, a status update is sent from SAP S/4HANA Cloud to SAP Business Network which is routed to SAP Fieldglass.
8. Invoices based on the approved service entry sheets are created in SAP S/4HANA Cloud and sent to SAP Business Network.
   In SAP Business Network, suppliers are prevented from creating invoices for ERS-enabled lean-service items.
9. SAP Business Network sends copies of the invoices to SAP Fieldglass.

Moving Interactive Email Templates for Buyers to NextGen

Business Details

This feature supports the movement of interactive email templates for buyers to the NextGen platform:

- SAP Business Network Trading Relationship Request for Quick Enabled Suppliers
- SAP Business Network Interactive Email - Order (Unregistered Supplier)
- SAP Business Network Interactive Email - Order (Suspended Supplier)

- SAP Business Network Interactive Email - Order (Registered Supplier)

The enhanced templates gets reflected when buyers initiate a Quality Enablement invite to suppliers.

Technical Details

Product	SAP Business Network
Line of Business	Finance
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	NS-34092
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Customization of Quick Enablement Templates

Business Details

This feature enables buyers to customize these templates:

- Trading Relationship Request for Quick Enabled Suppliers (Basic)
- SAP Business Network Interactive Email - Order (Suspended Supplier)
- SAP Business Network Interactive Email - Order (Unregistered Supplier)
- SAP Business Network Interactive Email - Order (Registered Supplier)

Implementation Details

Business End User Tasks

1. Log in to SAP Business Network.
2. Choose **More** > **Supplier Enablement** > **Configure**.
3. Select a standard template and Click **Create**.
4. Click **Edit**.
5. Add the required details in these fields in the **Basic info** tab. The fields with an asterisk mark must be filled to proceed.
   - **Email Template Name**
   - **Language**
   - **Template Type**
   - **Customized domain**
   - **Registration Type**
6. Add your customized message in the **Customize** section and click **Save**.

Technical Details

Product	SAP Business Network
Line of Business	Finance
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	NS-34418
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enhanced Notification Option for Buyers

Business Details

This feature introduces an enhanced **Notifications** tab in the **Configure** page.

The enhanced page enables buyers to send notifications to suppliers when supplier enablement tasks are overdue or escalated and configure supplier notifications.

On the **Notifications** tab, a **Send notifications to suppliers when supplier enablement tasks are overdue or escalated** checkbox is added. Buyers must click on the checkbox to notify suppliers about the pending enablement tasks.

Buyers can configure notifications for the following notification types:

- **Trading relationship request letter**
- **Supplier enablement reminders**
- **Purchase order email**

Changes to the User Interface

- An enhanced **Notification** tab is added in the **Configure** page.

- **Send notifications to suppliers when supplier enablement tasks are overdue or escalated** checkbox is added in the **Notifications** page.

Implementation Details

Business End User Tasks

1. On the **Configure** page, click **Notification**.
2. Add the supplier details in the **Supplier Enablement** section.
3. In the **Buyer Notification** section, click the check-box of **Send notifications to you when supplier enablement tasks are overdue or escalated**.
   Configure supplier notifications
   For each of the **Notification type**, click on the check box of the **Sender name** column to send notifications for any of the **Notification type**. You can also choose the **Reply-to email** option to send a customized notification to the supplier.

Technical Details

Product	SAP Business Network
Line of Business	Service
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	NS-34429
Sub Process (Modular Business Process)	Not Applicable

Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Business Network Relationship Management User Interface

Business Details

This feature introduces the new enhancements to the relationship management user interface on SAP Business Network. The new and updated user interface for buyers introduces the updated supplier selector functionality with new tabs for different types of suppliers.

Changes to the User Interface

The new user interface also supports notifications for new trading partner relationships and declined relationships. Suppliers can now view and manage linked child accounts and view suspended customer accounts in addition to pending, current, and rejected accounts. The new and updated user interface also provides a similar user experience for relationship management buyers and suppliers. For more information, see Updates to Relationship Management User Interface [page 428].

The relationship management user interface for email notifications on SAP Business Network also has new updates. Buyers and suppliers can now view and configure email notifications under the new and updated user interface with new tabs for different types of email notifications. For more information, see Updates to Relationship Management Email Notifications [page 429].

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Workflow
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	APIN-3306
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Updates to Relationship Management User Interface

General User Interface Changes

- The **Current Relationships** page for buyers and the **Customer Relationships** page for suppliers have three tiles — **Trading**, **Logistics**, and **Asset Management**.
- Users can select or deselect columns by clicking the settings icon on the top-right of the trading partner list.

Buyer User Interface Changes

- The following new columns have been added to the **Supplier list**: **Routing Email**, **BNOID**, **Data Center**, and **Formerly Private**.
- **Customer Count**, **DUNS Number**, and **Routing Email** are hidden by default. Buyers can select the columns to be displayed.
- The **Supplier list** has the following views available as dropdown:
  - **All Relationship Types**
  - **Active**
  - **Pending**

- **Suspended**
- **Declined**

  Suppliers are listed on the page based on the selected view.
- **BNOID** has been added as a filter to **Adapt Filters**. **Formerly Private**, **Relationship Status**, **Relationship Type**, and **Supply Chain** filters and not selected by default.
- Buyers can view supplier details and manage the relationship with a supplier by clicking the Action icon against each supplier. Clicking **View supplier details** redirects you to the **Company Profile** page of the supplier. Buyers can also add or delete a relationship by clicking **Manage Relationship**.
- Buyers can now view and manage different types of suppliers in tabular format on the **Current Relationships** page under **Supplier Enablement**. Types of suppliers include private suppliers, declined private suppliers, failed private suppliers, suspended relationships, declined relationships, pending relationships, and standard account suppliers. The supplier table view changes based on the selected type of supplier.
- Buyers can now view notifications for new trading partner relationships and declined relationships in the **Notification Center**.

Supplier User Interface Changes

- The following new columns have been added to the **Customer List**: **Routing Email**, **BNOID**, **Data Center**, and **Formerly Private**.
- **`Customer Count`**, **DUNS Number**, **Quick Enablement Relationship Method**, **Routing Email**, and **Supplier Group** are hidden by default. Suppliers can select the columns to be displayed.
- Suppliers can view buyer details under the **Trading Business Partner** and the **Linked Child Accounts** tabs.
- The **Customer List** has the following views available as dropdown:
  - **Pending Requests**
  - **Approved Requests**
  - **Rejected Requests**
  - **Suspended Requests**

  Buyers are listed on the page based on the selected view.
- Suppliers can accept or reject a pending request by selecting the checkbox against the request and clicking **Accept** or **Reject** on the top-right of the customer list.

Updates to Relationship Management Email Notifications

Previously, relationship management email notifications for buyers on SAP Business Network were listed under **Network Notification** tab of Notifications page. For suppliers, the email notifications were configured in the **Relationship** section under **Notifications** > **General** on the **Account Settings** page.

Now, suppliers can view and manage the following email notification configuration under the new **Relationship Notifications** section, under the **Network Notifications** tab on the **Notifications** page: **Send a notification when a buying organization creates a trading relationship with my company**.

Buyers can now view and manage the following email notification configuration under the new **Relationship Notifications** section, under the **Network Notifications** tab on the **Notifications** page: **Send a notification when a supplier accepts a trading relationship with my company**.

To manage the email notifications, users can click the **Edit** button on the top-right.

Enhanced Invitation Flows

Business Details

This release introduces the following pages in the invitation onboarding process:

- One-Time Password Verification: This page is introduced to enhance the security in the onboarding process. Once you click on the invitation link, a one-time password verification page appears. Enter the 6-digit password valid for 30 minutes to proceed. If you fail to receive the one-time password, go to the invitation email and restart the process.
- Email Verification Page: You must verify your email address to be used in your account before proceeding. In the email verification page, verify the email address and click **Proceed**.

> **Note**
>
> Enhancements to the onboarding process are applicable across **Trading Relationship Requests**, **Document-Based Flows**, and invitations within the **Logistic Business Network**.

Changes to the User Interface

This feature adds a one-time password and email verification page to enhance the security parameters during onboarding.

Technical Details

Product	SAP Business Network
Line of Business	Service
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Contact SAP
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	NS-32607
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Trading Partner Search for Suppliers

Business Details

This feature enables suppliers on SAP Business Network to search for, view, and contact other suppliers within the network.

As a supplier, you can perform a trading partner search from the supplier homepage, and refine your searches using filters like product and service category, country/region, physical presence, sustainability, and certificates. From the search results, you can view trading partner profiles and directly contact them.

Changes to the User Interface

On the SAP Business Network supplier homepage, the search bar now includes the **Trading partners** option.

A search results page displays after you run a search with the **Trading partners** option. This page lists trading partners with links to view their profiles and request for information. Filters on the left-side pane help narrow down your search results.

Implementation Details

Business End User Tasks

Searching for trading partners on SAP Business Network:

1. Sign in to your SAP Business Network supplier account.
2. On the homepage, select **Trading partners** in the search bar and enter your search term. Your search terms can include product and service category, product name or description, supplier or manufacturer name, part ID, ship-to or service location, or a combination of them.
   As you type, SAP Business Network displays suggestions of what you intend to type below the search bar. You can accept a suggestion by selecting it or continue typing.

3. Click the Search icon *(Search)* icon to start the search.
   The search results page opens and displays trading partners relevant to your search terms.
4. On the search results page, you can:
   - Refine results by selecting one or more filters from the **Filters** pane.
   - Access a trading partner's company profile by clicking the trading partner name.
   - Query information from a trading partner by clicking **Request for Information**.
   - View additional search results by clicking the page numbers (if any) at the bottom.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	BNCAT-3708
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Supplier

Supplier Onboarding Flag for Invoice Status Portal

Business Details

When buyers enable invoice status portal (ISP) for the suppliers, all suppliers who receive invoice copy are onboarded for ISP that prevents them from using SAP Business Network to create invoice.

This feature allows the buyer to select the suppliers who need to be on ISP, so that the suppliers can recevie the invitation to register on the ISP. When the buyer sends a CC invoice to a supplier, if the supplier is already not registered on ISP, then an invite is sent to them. For the suppliers who register on ISP, the collaboration type is set to ISP. See, Invoice Status Portal Integration for Suppliers [page 852] to register for ISP integration.

For other suppliers who are not to be on ISP, the collaboration type is set to fulfillment, so that the suppliers can use SAP Business Network to create invoice.

Technical Details

Product	SAP Business Network
Line of Business	Finance
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15

Reference Number	NP-58875
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Timezone and Currency Support for Buyers and Suppliers

Business Details

This feature adds a new entitlement **Timezone and Currency** in the **Account Settings** page. The **Timezone and Currency** page includes these fields:

- **Preferred Timezone** controls how SAP Business Network displays date and time on purchase orders routed by fax or email. Date and time stamps are displayed as GMT (Greenwich Mean Time) +/-.
- **Preferred Currency** displays the preferred currency for transactions.
  These settings affect how SAP Business Network displays date/time stamps and currency to all account users. Users can view these settings but only the account administrator can see and change the timezone and default currency. If the account administrator changes the default settings, it gets changed for all account users.

> **Note**
>
> The currency that SAP Business Network uses in the service subscription area of your account is controlled by your organization's location, which you specify in your **Company Profile**.

Changes to the User Interface

A new entitlement **Timezone and Currency** is added in the **Account Settings** page.

Implementation Details

Limitations

- **Locale settings** page is not available in **Manage Profile** page for buyers.
- **Preference** section is not available in **My Account** section for suppliers.

Business End User Tasks for Buyers

You can set the timezone and currency for your account. To convert from GMT (Greenwich Mean Time) to your local time, go to http://www.timezoneconverter.com.

Prerequisites

You are assigned a role with the **Company Information** permission. See SAP Business Network Permissions.

1. Log in to SAP Business Network.
2. Go to **Settings** > **Timezone and Currency**.
3. Click **Edit.**
4. Click on the dropdown to choose your desired language, timezone, and currency in these fields:
   - **Preferred Timezone**
   - **Preferred Currency**
5. Click **Save.**

Business End User Tasks for Suppliers

You can change your preferred timezone and currency related to your account from the **Account Settings** page.

1. Log in to SAP Business Network.
2. Go to **Settings** > **Account Settings** > **Timezone and Currency**.
3. Click **Edit.**
4. Click on the dropdown to choose your desired language, timezone, and currency in these fields:
   - **Preferred Timezone**
   - **Preferred Currency**

   > **Note**
   >
   > Whenever suppliers generate a graph on the seller portal for **Purchase Order** and **Invoice Aging**, or a trends graph in the classic mode, the currency used for **Amount** is used as per the currency set by the supplier. If no currency is configured, the USD currency is used by default. Also, if the exchange rate is not available for the supplier-selected currency, such as **XBA**, **AOA**, **XTS**, and so on, the default currency, i.e, **USD** is used. To have this feature enabled on your site at the supplier-org level, contact SAP Ariba Support.
5. Click **Save**.

Technical Details

Product	SAP Business Network
Line of Business	Finance
Action	Information
Type	New

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	NP-56353
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

SAP Business Network for Supply Chain

Component Consumption Download and Upload via Excel Files

Business Details

This feature adds the **Component Consumption** job type to **Upload/Download** in SAP Business Network. Buyers and suppliers can create and run **Component Consumption** jobs to download prepopulated Excel files with component consumption data. Buyers can review the component consumption data in these downloaded Excel files. Suppliers can also review these downloaded Excel files and can additionally edit and add data to them and then upload them. This provides suppliers with the capability to process component consumption data in bulk.

> **Note**
>
> A supplier can upload up to 600 rows per Excel file. If a supplier tries to upload a file with more than 600 rows, the upload fails and an error message displays.

Changes to the User Interface

When you create **Upload/Download** jobs from the **Upload/Download** > **Jobs** page, the **Create/Edit Job** popup includes **Component Consumption** in the **Type** dropdown list. When you choose this type, the search criteria appear for a component consumption job. For details, see Component Consumption Template for Upload/Download [page 438].

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CSC-13186
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Component Consumption Template for Upload/Download [page 438]

Component Consumption **Template for** Upload/Download

You can generate an **Upload/Download** file in Excel format for component consumption data.

> ⓘ Note
>
> The path to the **Upload/Download** feature is as follows:
>
> - For buyers – **Quick Links** > **Upload/Download**
> - For suppliers – **...** > **Upload/Download**

After running a **Component Consumption** job, the supplier can download the generated Excel file that contains prepopulated component consumption data from related orders. The supplier can edit the Excel file and add data to it based on individual needs, and then upload the Excel file to report component consumption in bulk.

Restrictions

A supplier can upload up to 600 rows per Excel file. If a supplier tries to upload a file with more than 600 rows, the upload fails and an error message displays.

Component Consumption **Template Criteria**

The **Upload/Download** > **Jobs** page provides the following search criteria for the **Component Consumption** job type:

- **Name** – (Required) The name to give the job.
- **Type** – (Required) Choose **Component Consumption**.
- **Customer** (Required, supplier view only) or **Supplier** (Required, buyer view only) The name of the buyer (supplier view) or supplier (buyer view) whose data you want in the Excel file.
- **Order number** – The ID of the purchase order.

- **Line-item level**
  - **Supplier part number**
  - **Supplier batch**
  - **Buyer part number**
  - **Buyer batch**
- **Component level**
  - **Supplier part number**
  - **Supplier batch**
  - **Buyer part number**
  - **Buyer batch**

Editing the Component Consumption Excel File

- The **Item Serial Numbers** column in the **Component Consumption** Excel file accepts multiple values, separated by pipe (|) characters. The multiple serial numbers are separated and assigned to the component consumption items.
  When there is a direct linkage of the serial number at the component level with the serial number at the line-item level, rows in the Excel file may need to be repeated for a specific line item with a single quantity to allow reference to related serial numbers for one or multiple components consumed for the line item. When rows are repeated in the Excel file, the **Component Line Group** column is used to clarify the assignment of the component serial number to specific line item serial numbers; this column is needed because the line item's serial number cannot be used to indicate this assignment. The value in the **Component Line Group** column is a number used once only for each upload.
  The following figure shows some example data.

Order ID	Order Date	Component Line Group	Item Line Number	Item Serial Numbers	Item Yield Quantity	Item Yield UOM	Component Line Number	Component Quantity	Component Type	Component Buyer Part ID	Component Supplier Part ID	Component UOM	Component Serial Numbers
PO_240308_	10/10/2023 5:00	1	1	1-SN1	1		1	1		selina01-240308_4	cui01-240308_4	PK	SN1-240308_4
PO_240308_	10/11/2023 5:00	2	1	2-SN1	1		1	1		selina01-240308_4	cui01-240308_4	PK	SN2-240308_4
PO_240308_	10/12/2023 5:00	3	1	3-SN1	1		1	1		selina01-240308_4	cui01-240308_4	PK	SN4-240308_4
PO_240308_	10/13/2023 5:00	4	2	4-SN1	1		1	2		selina01-240308_6	cui01-240308_6	PK	SN1-240308_6| SN2-240308_6
PO_240308_	10/14/2023 5:00	4	2	4-SN1	1		1	1		selina01-240308_7	cui01-240308_7	PK	SN1-240308_7

- The **Item Schedule Line** and **Component Line Number** columns in the the **Component Consumption** Excel file are read only. The values in these two columns are populated from the orders for informational purposes. These columns are not evaluated by SAP Business Network when the supplier uploads the Excel file.

Uploading the Component Consumption Excel File

- When the buyer enables certain component consumption transaction rules or sets the `requiresRealTimeConsumption` control key in the corresponding line item of the cXML file for the order, SAP Business Network performs additional validation during upload that may result in a validation failure. For example, if a buyer enables the **Do not allow consumption to exceed balance quantity in component inventory** rule, an uploaded **Component Consumption** Excel file fails validation if its entries do not all meet this rule.
- After a supplier uploads a **Component Consumption** Excel file, its entry on the **Upload/Download** > **Uploads** page shows one of the following statuses:

- **Completed** – The upload processed without any errors.
- **Completed with Errors** – The upload contained errors. The rows without errors were processed.
- **Failed** – All rows had errors.

The entry also displays a link to a log file that reports the upload status for successful and failed rows.

- When a supplier uploads a **Component Consumption** Excel file, if there are any empty **Consumption ID** fields, a unique ID is autogenerated, and the empty **Consumption ID** fields are filled with this unique ID. The autogeneration of the unique ID occurs in the backend system. The unique ID is not added to the Excel file.

Related Information

Creating an Upload/Download Job
Running an Upload/Download Job and Making Data Changes to Upload
Deleting Download Files Created by an Upload/Download Job

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

Integration Support to Send Acknowledgment of Inbound Transactions from SAP S/4HANA to SAP Business Network

Business Details

This feature enables SAP S/4HANA users integrated with SAP Business Network using SAP Integration Suite, managed gateway for spend management and SAP Business Network, to send acknowledgment of sales order creation in SAP S/4HANA to SAP Business Network.

Buyers and suppliers can track the real-time status of sales orders exchanged during the 4A1 integration process between SAP Business Network and S/4HANA (public or private cloud). By implementing technical confirmations from S/4HANA back to SAP Business Network, users gain immediate insight into whether a sales order has been successfully created, updated, or deleted in the supplier's S/4 HANA system.

Technical Details

Product	SAP Business Network SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Commerce

Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SBNI-495
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Block UnlimitedDelivery Indicator for SA/SAR

Business Details

This feature prevents the `unlimitedDelivery` flag from being passed in Schedule Agreement (SA) and Schedule Agreement Release (SAR) documents to SAP Business Network via SAP Integration Suite, managed gateway for spend management.

This improves the shipment accuracy and avoids incorrect quantity calculations in the SAP Business Network by ensuring the `unlimitedDelivery` flag is applied only to relevant purchase order scenarios. This prevents potential confusion or misreporting of shipped quantities for SA/SAR documents.

Technical Details

Product	SAP Business Network SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SBNI-877
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Scheduling Agreement Release Integration for S/4HANA Public Cloud

Business Details

This feature enables integration of Scheduling Agreement Releases (LP/LPA) from SAP S/4HANA Public Cloud to suppliers via SAP Business Network using SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Buyers on SAP S/4HANA Public Cloud using SAP Integration Suite, managed gateway for spend management and SAP Business Network can send scheduling agreements and Scheduling Agreement releases to suppliers.

Technical Details

Product	SAP Business Network SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SBNI-1887
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support X12 947 4010 In Document Type

Business Details

This feature supports X12 947 4010 document type for inventory adjustments, and return purchase orders movements.

X12 947 4010 In document type is transformed and mapped to `ProductReplenishmentMessage` cXML.

Technical Details

Product	SAP Business Network SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508

Valid as Of	2025-08-15
Reference Number	SBNI-1889
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Serial Numbers Support on Component and Handling Units

Business Details

This feature addresses the required SAP Integration Suite, managed gateway for spend management and SAP Business Network-mapping extensions for Advance Shipment Notice (ASN) for enabling serialized component consumption in backflush scenarios and serial number handling on Handling Units (HU) for ASN.

Previously, S/4 HANA did not support sending ASN from SAP Business Network of subcontracting component consumption for batch managed and/or serialized materials. This feature supports serialized component composition in S/4 HANA.

Technical Details

Product	SAP Business Network SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SBNI-2011
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Support of Multi-Tier Collaboration for sub-contracting Purchase Orders

Business Details

This feature supports multi-tier collaboration for sub contracting purchase orders.

Previously, when a Purchase Order (PO) was issued from the buyer to an external component supplier, the direct delivery of components from the component supplier to the subcontractor were not fully integrated. This feature enables buyers to process subcontract purchase orders with suppliers using SAP Business Network. Buyers on SAP Ariba Supply Chain Collaboration integrated with SAP S/4HANA using SAP Integration Suite, managed gateway for spend management and SAP Business Network can send multi-tier sub contracting purchase orders to suppliers. This feature supports copy partner functions for multi-line sub contracting purchase orders.

Technical Details

Product	SAP Business Network SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SBNI-2013
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Integration Support for Serial Numbers in Component Ship Notice (Outbound Delivery) in 5I2 Integration Scenario

Business Details

This feature enables integration of Serial Number mapping for Outbound Delivery line items from SAP S/4HANA to SAP Business Network via SAP Integration Suite, managed gateway for spend management and SAP Business Network. The integration improves traceability and controls subcontracting by enabling suppliers to receive and view serial numbers for each component in the Ship Notice. This ensures compliance with quality standards, reduces errors in serialized component handling, and strengthens end-to-end visibility across the supply chain.

While SAP S/4HANA supports maintaining the serial number at the line-item level in Outbound Delivery (OBD), the corresponding integration in SAP Integration Suite, managed gateway for spend management and SAP Business Network is not yet available. This feature supports the provision of serialized components for outbound delivery items.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SBNI-2014

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Planned Migration of SAP Ariba Tenants on Kingdom of Saudi Arabia (KSA) Data Center (DC)

Business Details

Starting in Q3, 2025, cloud customers of SAP Integration Suite, managed gateway for spend management and SAP Business Network, that are hosted in SAP's current DC in Riyadh will be migrated to a new Google Cloud Platform (GCP) DC now established in KSA. For more information and instructions, please see Kingdom of Saudi Arabia Data Center Migration Program - SAP Integration Suite, managed gateway for spend management and SAP Business Network.

Technical Details

Product	SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	Localized for Kingdom of Saudi Arabia

Capability	Not Applicable
Component	Not Applicable
Environment	Neo
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	GATE-591
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

APIs

Hiding of Passwords and Client Secrets in the My API tab of SAP Ariba Developer Portal

Business Details

With this feature, you cannot view passwords and client (OAuth) secrets in the **My APIs** tab of SAP Ariba Developer Portal after they are saved. You can change them by entering new values and saving them. This enhances the security of these authentication credentials.

Technical Details

Product	SAP Ariba Developer Portal SAP Ariba APIs

Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Development
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	PAPI-597
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Supplier Risk Engagements API Retrieves Inherent Risk Screening Questionnaire Information

Business Details

This feature introduces a new version of the Supplier Risk Engagements API. In addition to the other existing capabilities, this new version lets you retrieve questionnaires, answers, and answer types of inherent risk screening questionnaires to provide better insights to plan your organization's operational needs.

Previously, the Supplier Risk Engagements API only retrieved paginated details for engagement projects, issue projects, and modular questionnaire projects. The new version of the API now offers additional information. It also

provides questionnaires, answers, and answer types for inherent risk screening questionnaires. This enhancement provides comprehensive information about engagement requests.

The new version of Supplier Risk Engagements API includes changes to the `GET /questionnaires/{workspaceId}` endpoint. This endpoint gets details for the modular questionnaires and inherent risk screening questionnaires. Expand and see the following example API response for your reference.


```
{
    "questionnaires": [
        {

            "workspaceId": "WS6857484",
            "title": "Inherent Risk Screening Questions (NewER051220250913)",
            "status": "6",
            "dueDate": "2025-06-11 21:11:12.989",
            "questionsAndAnswers": [
                {
                    "section": "Triggered Attributes"
                },
                {
                    "question": "Will / Does the supplier provide cloud based
hosting arrangements?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Will / Does the service involve telecommunication
or data center service?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Will / Does the service involve software
development?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Will / is the supplier (be) responsible for
delivering and managing BUYER owned production, databases and associated systems
infrastructure and / or network infrastructure?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Will / does the supplier provide processing of
BUYER data, which has been rated as critical by the divisional data council?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Vendor On-boarding category",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "<span style=\"color: rgb(255, 46, 46);\"> Ariba
Business Rules </span>",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Will / Does the service provide a Non IT
operational process?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
```

```
                {
                    "question": "Will / Does the supplier provide internet facing
applications or network infrastructure?",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "<strong><span style=\"color: rgb(47, 255,
46);\">Will / does the service involve: The processing of cash or physical assets,
including IT hardware with a book value &amp;gt;10 million Euro; OR Requires a Physical
Security License; OR Information rated: Confidential or higher, Integrity is rated:
High or Serious? </span></strong>",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "attachment testing",
                    "answerType": "Attachment"
                },
                {
                    "question": "Root commodity",
                    "answerType": "YesNo"
                },
                {
                    "question": "First level commodity",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Second Level Commodity",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Change this field to trigger approval task",
                    "answerType": "YesNo"
                },
                {
                    "question": "List of choices with single value select",
                    "answerType": "Text"
                },
                {
                    "question": "List of choices with multiple select",
                    "answerType": "ShortText"
                },
                {
                    "question": "Edit test Update of To do task",
                    "answerType": "YesNo"
                },
                {
                    "question": "Conditional Question for region Japan",
                    "answerType": "ShortText",
                    "answer": ""
                },
                {
                    "question": "<span style=\"font-family: Arial, Verdana, sans-
serif; font-size: 13px;\">Test Control 1</span>",
                    "answerType": "YesNo"
                },
                {
                    "question": "<span style=\"font-family: Arial, Verdana, sans-
serif; font-size: 13px;\">Test Control 2</span>",
                    "answerType": "YesNo"
                },
                {
                    "question": "<span style=\"font-family: Arial, Verdana, sans-
serif; font-size: 13px;\">Test Control 3</span>",
                    "answerType": "YesNo"
```

```
                },
                {
                    "question": "Inherent Risk Score",
                    "answerType": "ShortText",
                    "answer": "Critical"
                },
                {
                    "question": "test german question",
                    "answerType": "YesNo",
                    "answer": "true"
                },
                {
                    "question": "Date",
                    "answerType": "Date"
                }
            ]
        }
    ]
}
```

Prerequisites

Your site is configured for use of control-based engagement risk assessment projects.

To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.

All queries made to this API must be authenticated using OAuth authentication. For details refer to "Developer Portal Authentication" in the help for *The SAP Ariba developer portal*.

Technical Details

Products	SAP Ariba APIs SAP Ariba Supplier Risk SAP Ariba Developer Portal
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	Extensibility
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SRISK-1415
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Supplier Risk Engagements API
Retrieving Modular and Inherent Risk Screening Questionnaires Using the Supplier Risk Engagements API
Version History for the Supplier Risk Engagements API

Supplier Risk Engagements API Retrieves Domain-Based Residual Risk Score

Business Details

This feature enables Supplier Risk Engagements API to retrieve domain-based residual risk score for Information Security, Data Privacy, and Compliance domains at the control, engagement, and supplier levels.

Previously, the Supplier Risk Engagements API `GET/engagements/{workspaceId}` endpoint only retrieved overall residual or inherent risk scores based on the site's configuration. With this enhancement, the `GET/engagements/{workspaceId}` endpoint also retrieves details of the domain-based residual risk score. This helps

you in reporting the domain-based residual risk scores to regulatory authorities, helping you stay compliant with statutory and financial regulations.

Prerequisites

- Your site is configured for use of control-based engagement risk assessment projects.
  To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- A member of the Customer Administrator group in your organization has enabled the following self-service site configuration parameters:
  - **Allow using issues to evaluate residual risk by risk domain** (`Application.SR.Engagement.UseControlIssuesForResidualRisk`)
  - **Calculate inherent risk for engagements by risk domain** (`Application.SR.Engagement.DomainBasedInherentRisk`)
- Your site is configured for residual risk calculations by risk domain.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to "Developer Portal Authentication" in the help for *The SAP Ariba developer portal*.

Technical Details

Products	SAP Ariba APIs SAP Ariba Supplier Risk SAP Ariba Developer Portal
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Extensibility
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	SRISK-1731
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Supplier Risk Engagements API
Configuring Scoring by Risk Domain in the Inherent Risk Screening Questionnaire

Buyer and Supplier APIs for Change Requests, Change Request Responses, and Change Request Confirmations

Business Details

Buyers and suppliers can use an API to retrieve information from change requests and change request responses sent to a specific trading relationship.

- The `Order Change Requests API for Buyers` enables buyers to retrieve sent or send information to a specified supplier. For details, see Order Change Requests API for Buyers.
- The `Order Change Requests API Suppliers` enables suppliers to retrieve sent or send information to a specified buyer. For details, see Order Change Requests API for Suppliers.

> **Note**
>
> Use of SAP Ariba APIs for suppliers using the SAP Ariba developer portal is restricted to SAP Business Network suppliers with Enterprise accounts. Access to the SAP Ariba developer portal is restricted for all other SAP Business Network supplier account types. For example, Standard Account suppliers cannot access the SAP Ariba developer portal.

Implementation Details

General Prerequisites

- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- You must be enabled for SAP Business Network for Supply Chain.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.

Business End User Tasks

Information for Buyers

- Order Change Requests API for Buyers
- Retrieving Change-Request Information Using the Order Change Requests API for Buyers

Information for Suppliers

- Order Change Requests API for Suppliers
- Retrieving or Sending Change Request Information Using the Order Change Requests API for Suppliers
- Topics about API management in the *Seller account settings and profile configuration* guide.

Technical Details

Product	SAP Ariba APIs SAP Ariba developer portal SAP Business Network SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable

Environment	Not Applicable
Version	SAP Ariba 2508
Valid as Of	2025-08-15
Reference Number	CSC-30492
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Feature IDs associated with this feature: CSC-30492, CSC-31809, CSC-46859.

SAP Ariba 2505 features

General Features

Ability to Add Imprint URL in SAP Ariba Solutions

Business Details

This feature enables you to specify an imprint URL for your SAP Ariba solutions. Customer administrators can configure the new self-service parameter, `Application.UI.ImprintURL`, in the **Intelligent Configuration Manager** workspace to specify the custom imprint page URL. This is displayed as the **Imprint** link in the footer of your SAP Ariba application.

The imprint URL points to a page or website that provides necessary business information about your SAP Ariba solution. If you leave `Application.UI.ImprintURL` blank, no **Imprint** link is displayed in the footer.

Implementation Details

General Prerequisites

You must be a member of the **Customer Administrator** group to access the **Intelligent Configuration Manager** workspace.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Ariba Contracts SAP Ariba Contract Invoicing SAP Ariba Catalog SAP Ariba Invoice Management SAP Ariba Sourcing SAP Ariba Spend Analysis SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	APPF-207
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Related Information

Specify the URL for the Imprint link [page 462]

Specify the URL for the Imprint link

Enables you to specify the URL for the imprint page.

ID	`Application.UI.ImprintURL`
Name	**Specify the URL for the Imprint link**
Default value	Not applicable

The URL you specify here appears as the Imprint link in the footer of your procurement application pages. If you leave this parameter blank, no Imprint link is displayed in the footer.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Configure Authentication with SAP Cloud Identity Services for SAP Ariba Solutions in Intelligent Configuration Manager

Business Details

With this feature, customer administrators can configure authentication with SAP Cloud Identity Services for SAP Ariba solutions using the **Intelligent Configuration Manager** workspace from their SAP Ariba site. This self-service option allows you to configure without having to request assistance from SAP Ariba representatives.

This configuration facilitates seamless single sign-on for SAP Ariba solutions across SAP cloud landscape using the SAP Cloud Identity Services, which enables integration scenarios.

Customer administrators can configure authentication with the existing SAP Cloud Identity Services tenants or the default tenant. If the default tenant doesn't exist, a new tenant is provisioned for your configuration.

Changes to the User Interface

The **Authentication** menu in **Intelligent Configuration Manager** has been updated. Now, from the **Intelligent Configuration Manager** menu bar, select **Authentication** to open the **Configure authentication** page that allows you to configure authentication with SAP Cloud Identity Services from your site.

Implementation Details

General Prerequisites

You must be a member of the **Customer Administrators** group with **Third Party Enterprise User (Ariba)** type to access the **Authentication** menu in the **Intelligent Configuration Manager** workspace.

Business End User Tasks

- SAP Cloud Identity Services Authentication in Intelligent Configuration Manager
- Activating Authentication without Existing SAP Cloud Identity Services Tenants in Intelligent Configuration Manager
- Activating Authentication with Existing SAP Cloud Identity Services Tenants in Intelligent Configuration Manager

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Ariba Contracts SAP Ariba Contract Invoicing SAP Ariba Catalog SAP Ariba Invoice Management SAP Ariba Sourcing SAP Ariba Spend Analysis SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information

Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CFG-324
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Intelligent Configuration Manager Administration

Displaying Stack Trace in the Intelligent Configuration Manager Audit Logs

Business Details

This feature introduces a new column, **Param7**, in the **Search results** table on the **Audit events and reports** page to display the stack trace information in the **Intelligent Configuration Manager** audit logs. Stack trace is used for debugging activities.

Additional Details

> **Note**
>
> This column is available for **Buyer** and **Sourcing** applications only. Previously, the stack trace information was available in the **Param7** column in the generated audit reports. With this feature, the stack trace information is also available in the **Search results** table.

Implementation Details

General Prerequisites

You must be a member of the **Customer Administrator** or **Audit User** group to access the **Audit Log** menu in the **Intelligent Configuration Manager** workspace.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk SAP Business Network SAP Business Network for Supply Chain SAP Ariba Buying and Invoicing SAP Ariba Buying SAP Ariba Invoice Management SAP Ariba Contract Invoicing SAP Ariba Catalog
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration

Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CFG-329
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

View and Map Unmapped UNSPSC Codes to Custom Taxonomies

Business Details

This feature enables users to view and map unmapped UNSPSC codes after machine learning models predict values for custom taxonomies.

You can view unmapped UNSPSC codes and map them to your custom code taxonomy on the **Unmapped UNSPSC Categories** tab in the **Manage Spend Taxonomy** tile. While category mapping is in progress, you can't create any new mappings until the previous mapping completes.

> ⓘ Note
>
> Unmapped UNSPSC codes appear as **Not Enriched** in data enrichment results.

Changes to the User Interface

A new **Unmapped UNSPSC Categories** tab is now available on the **Manage Spend Taxonomy** tile.

Implementation Details

General Prerequisites

You have been assigned to one of the following role collections:

- **Spend Control Tower Administrator**
- **Spend Control Tower Data Manager**
- **Spend Control Tower Delivery Lead**

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ARBTS-47
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Currency Rate Selection and Conversion

Business Details

SAP Spend Control Tower now automatically converts invoice amounts to your defined reporting currency, ensuring consistency across reports and dashboards. This simplifies financial analysis by using conversion rates closest to the invoice posting date, accommodating multiple currencies from flat files and supported SAP systems.

By default, all invoice amounts are displayed in the reporting currency selected during system configuration. When invoice data is loaded from flat files, SAP S/4HANA, or SAP ECC systems with amounts in multiple currencies, SAP Spend Control Tower automatically converts them to the configured reporting currency. The conversion rate is based on the date closest to the invoice posting date, whether before or after. You can switch to other currencies within the dashboards.

Implementation Details

General Prerequisites

You have been assigned the **Spend Control Tower Administrator** role collection.

> **Note**
>
> Settings on the Initial Setup page are one-time configuration settings for SAP Spend Control Tower. You can save these settings only once. After that, you cannot modify them.

You must load currency conversion rates. You can either select a primary source system for the currency conversion rate file, or, if your source system is integrated with an automated connector, the conversion rates will be pulled automatically. If you you manually load your currency conversion file, you must load it before loading spend data transaction files.

Business End User Tasks

Users with the **Spend Control Tower Administrator** roll can configure initial settings for SAP Spend Control Tower dashboards and reports.

- Setting Report Defaults
- Selecting a Source System for Currency Conversion Rates

Technical Details

Product	SAP Spend Control Tower
Line of Business	Analytics
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ARBTS-226
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SCT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

WalkMe Will Become Available in SAP Ariba Products

Business Details

The WalkMe Digital Adoption Platform will soon be integrated with SAP Ariba products. Users can then take advantage of easy-to-understand guidance powered by WalkMe.

> **Note**
>
> This feature is available now in guided sourcing and guided buying. It will be available in other SAP Ariba products in the 2508 release.

WalkMe is an AI-powered solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

WalkMe is currently available in the following SAP Ariba capabilities:

- Guided sourcing
- Guided buying

In the 2508 release, it will be available in the following SAP Ariba products:

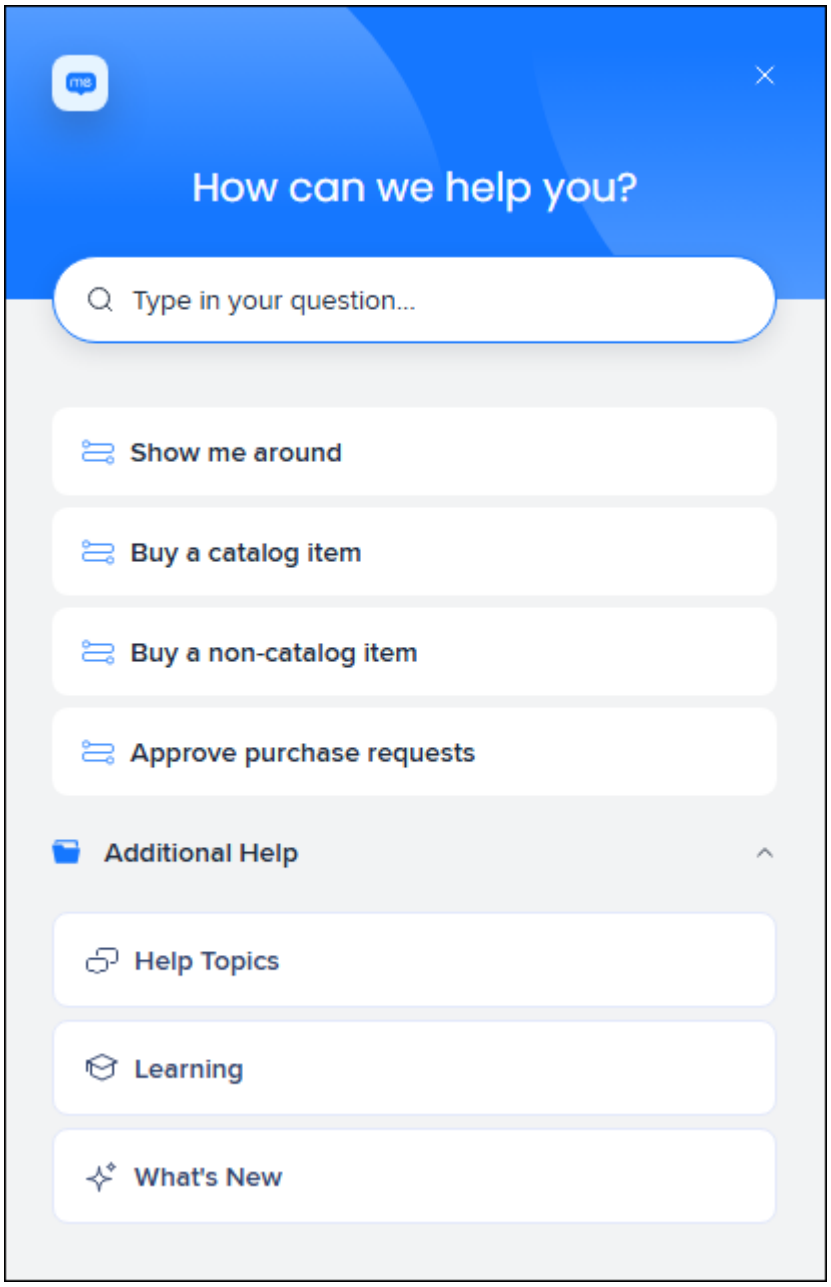
- SAP Ariba Invoice Management
- SAP Ariba Contracts
- SAP Ariba Supplier Lifecycle and Performance
- SAP Ariba Supplier Information and Performance Management (new architecture)
- SAP Ariba Supplier Risk

WalkMe comes with standard content from SAP Ariba. You can add custom content that is tailored for your organization by first purchasing WalkMe Premium for SAP Ariba and creating your own WalkMe content. For more information about WalkMe Premium for SAP Ariba, see https://www.walkme.com .

Examples of the User Interface

Users display the WalkMe panel by clicking the question mark icon ( ) in the banner at the top of each page.

The WalkMe panel displays:



If you enabled the SAP Companion help system, it appears under **Additional Help** in the WalkMe panel.

Implementation Details

Business End User Tasks

Using WalkMe Walk-Thrus [page 542]

Effects on Existing Data

If you use SAP Companion, your content remains available. It appears under **Additional Help** in the WalkMe panel.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Ariba Invoice Management SAP Ariba Contracts SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-08-15
Reference Number	FRM-809
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer

SAP Ariba Strategic Sourcing and Supplier Management

View Period Quantity Assignments of Line Items on a Graph in Guided Sourcing

Business Details

This feature allows buyers to view the quantity values assigned to each validity period of line items on a graph. Buyers can click on the **Quantity** term value of a line item to see a bar chart displaying these values for each period.

Previously, when the pricing condition **Enable period quantity** was enabled for a line item, the **Quantity** term of the line item just displayed the total value of the assigned period quantity. The **Quantity** term was also editable which allowed buyers to modify the period quantity value. Now, when the pricing condition **Enable period quantity** is enabled for a line item, the **Quantity** term displays the total value of the assigned period quantity which is read-only and cannot be modified. Additionally, buyers can click on the value to see the period quantity assignments on a bar graph.

Changes to the User Interface

When buyers click on the **Quantity** term value of a line item that has period quantity assigned, a bar graph appears. This graph shows the period quantity assignments for each validity period specified for the line item.

Implementation Details

General Prerequisites

- Your site must have the SAP Ariba direct materials sourcing add-on activated.
- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSOURCE-1370
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Collect Volume Pricing Information for Product Sourcing Materials with Quarterly and Annual Validity Periods

Business Details

This feature enables buyers to create sourcing events for product sourcing materials having volume data, where they can choose to collect pricing information with either monthly, quarterly, or annual validity periods. The events then display the required quantity for the chosen period, based on the specified validity and recurrence settings.

Previously, in sourcing events for product materials with volume data, the required quantity was automatically calculated only for materials with a monthly validity period. For other validity periods, buyers had to determine the required quantity manually. Now, the calculation is automated for materials with monthly, quarterly, and annual validity periods.

Implementation Details

General Prerequisites

- Your site must have the SAP Ariba direct materials sourcing add-on activated.
- The sourcing events created to collect the material pricing must originate from the product sourcing user interface.

  > **Note**
  >
  > The feature is supported in sourcing events created using the guided sourcing and the classic SAP Ariba Sourcing user interface.

- The volume data for the required materials must be imported in your site. For information about importing material volume data, see Importing Material Volume Data.

Business End User Tasks

Collecting Volume Pricing for Product Sourcing Materials with a Specific Validity Period [page 476]

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSOURCE-1372
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SS-DMS BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Collecting Volume Pricing for Product Sourcing Materials with a Specific Validity Period

Use this procedure to collect volume pricing for product sourcing materials with a predetermined validity period.

Prerequisites

- The volume data for the required materials must be imported in your site. For information about importing material volume data, see Importing Material Volume Data.
- The template idenfied for creating the sourcing event must be configured to set the following bidding rules:

- **Allow Pricing Conditions**
- **Validity Period Type**

  > **Note**
  >
  > The supported values are **Monthly**, **Quarterly**, and **Annually**.

- **Start Date**
- **Number of Periods**
- **Enable Period Quantity**
- **Suppliers can view period quantity**

- To view and select materials for quote requests, you must be a member of one of the following groups:
  - **Materials Viewer**
  - **Materials Manager**
- To create quote requests, you must be a member of one of the following groups:
  - **Category Manager**
  - **Commodity Manager**
  - **Customer Administrator** (access to this group must be approved by SAP Ariba)
  - **Event Administrator** (access to this group must be approved by the SAP Ariba Market Coordination Team)
  - **Junior Procurement Agent**
  - **Junior Sourcing Agent**
  - **Limited Event Administrator** (access to this group must be approved by the SAP Ariba Market Coordination Team)
  - **Procurement Agent**
  - **Sourcing Agent**
  - **Sourcing Approver**
  - **Sourcing Project Administrator** (access to this group must be approved by the SAP Ariba Market Coordination Team)

Context

You can create sourcing events for product materials that include volume data using the guided sourcing or the classic SAP Ariba Sourcing user interface. You can choose to collect pricing information with either monthly, quarterly or annual validity periods. The events then display the required quantity for the chosen period, based on the specified validity and recurrence settings.

Procedure

1. Go to the **Product Sourcing** tab from the home page and select the **Materials** radio button.
2. Search for the material by providing the material name or ID in the search field.

   You can also select **Advanced Search** and enter multiple material IDs separated by spaces on the **Advanced Search** page.

3. To verify if the volume data for the selected material is imported successfully in product sourcing, click on the material ID and select **View item 360**.
4. On the **View item 360** page, go to the **Price Trend** tab.
5. Select a plant from the **Contract MFR** dropdown and choose a time period.
   The volume data for the selected plant and time period is shown on a bar chart.
6. Go back to the search results page and select the material for which you want supplier quotes. Then click **Material quote**.

> ### Note
>
> If the material is associated with multiple plants, click on the **Contract MFR** link and ensure that you select only the plant that you have associated with the material during the volume data import.

7. On the **Get Quote** popup, select the **Guided Sourcing** option from the **Use** section.

   If you want to create a sourcing event in the classic SAP Ariba Sourcing user interface, select **Sourcing Project**.
8. Select the integrated ERP system from the **External System** dropdown and click **Continue**.
9. On the **Volume Integration** popup, select **Yes** to include volume in your quote.
10. Select the **Volume Type** and click **Continue**.

    Ensure that you select the value that was set for the material while importing the volume data.
11. On the **Create guided sourcing project** page, enter the necessary details to create a sourcing project.

    If you have chosen to create a sourcing project in the classic SAP Ariba Sourcing user interface, enter the necessary details on the the **Create Sourcing Project** page.

> ### Note
>
> Ensure that you select the template that you have configured as part of the prerequisite for this task.

12. Click **Create**.

    SAP Ariba automatically transfers historic prices, quantity, supplier specific prices, terms with supplier specific values, volume data, and suppliers to the sourcing event.

    In the **Items that need quotes** section, the period quantity value is displayed as a link under the **Quantity** column. The period quantity is calculated based on the selected validity period and the recurrence (number of periods) settings.

> ### Example
>
> A buyer imports the volume data for a material, **Material01**, as follows:
>
> | Material ID | Plant | UOM | Volume Type | From Date (dd-MM-YYYY) | To Date (dd-MM-YYYY) | Quantity |
> |---|---|---|---|---|---|---|
> | Material01 | 0001 | EA | Forecast | 01-01-2025 | 31-12-2025 | 1200 |
>
> The base quantity is calculated as `(Quantity)/(From Date - To Date (in months))`. In this case, the base quantity is 100 (`1200/12`).
>
> The period quantity (quantity required in each period) is calculated as `Base quantity x (No. of months in the selected validity period)`. In this case:

- For **Monthly** validity period, the period quantity is **100** (`100 x 1 month`).
- For **Quarterly** validity period, the period quantity is **300** (`100 x 3 months`).
- For **Annually** validity period, the period quantity is **1200** (`100 x 12 months`).

The total quantity is calculated as `Period quantity x Recurrence (number of periods)`. In this case:

Validity Period Type	Recurrence (Number of periods)	Calculated Period Quantity	Calculated Total Quantity
Monthly	1	100	100
Monthly	12	100	1200
Quarterly	1	300	300
Quarterly	4	300	1200
Annually	1	1200	1200
Buyer defined	-	0	0
Perpetual	-	0	0
Supplier Defined	-	0	0

13. Click on the period quantity value to view the volume data on a bar chart.
14. In the **Items that need quotes** section, select the **Pricing Condition (*`Validity Period Type`*)** link.
    The period quantity value calculated for the selected validity period is displayed.
15. **Optional:** You can choose to collect pricing for other product sourcing materials for which you have imported volume data. To do so, select **Add** > **Item from material master**.
    The **Add items from material master** page appears where you can search for the required material and add it to the event.

> ⓘ Note
>
> - The pricing information is calculated only if the material is added to a sourcing event originating from the product sourcing user interface; it is not calculated for materials added to standalone sourcing events.
> - If you add a product sourcing material that doesn't have volume data, the period quantity is not calculated and a default value **0** is shown in the **Quantity** column.

16. **Optional:** You can choose to modify the validity period type of a material. To do so, select the material and choose **Edit Pricing Conditions**.

    On the **Edit pricing conditions settings** popup, you can change the validity period type and other pricing conditions for the material as required. The period quantity is recalculated to adapt to the updated validity period and recurrence settings.

> → Remember
>
> The period quantity recalculation occurs only when the **Validity Period Type** is set to either **Monthly**, **Quarterly**, or **Annually**. For all other validity period types, the period quantity is not calculated and a default value **0** is shown in the **Quantity** column.

17. Add the required event content, invite suppliers, and publish the event.

For information about performing these tasks, refer to the Managing Events with Guided Sourcing guide.

Next Steps

After the suppliers submit their bid response, you can review the pricing and award the event to the preferred supplier.

Purchase Info Record Creation Without Plant-level Information for Line Items Linked to Placeholder Plants in Product Sourcing

Business Details

This feature enhances the capability of creating Purchase Info Records (PIR) for material line items in product sourcing that are not associated to a plant. Now, a PIR can be created for material line items with placeholder plants without the need for buyers to copy the contracted price from the placeholder plant to actual plants.

A PIR created in the integrated external system for a material line item without plant-level information is termed as a global PIR. To create a global PIR, your administrator must configure a plant as a global plant (placeholder plant) and associate it with a material line item before importing the line item in product sourcing. Then buyers can create a quote for the material line item using guided sourcing events, collect pricing information, and create a PIR follow-on document.

Changes to the User Interface

A new field **Placeholder Plant** is added to the list of fields that you must define for importing plant data specific to product sourcing. When a material line item is displayed in the SAP Ariba product sourcing user interface, the plant information displayed under the **Contract MFR** column also shows the **Placeholder Plant** field along with the assigned value.

Implementation Details

General Prerequisites

- Your site must have the SAP Ariba direct materials sourcing add-on activated.
- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- Your site must be integrated with an external system for material data. For more information, refer to SAP Ariba Product Sourcing Guide.
- The supplier data imported in your site must include the supplier factory data. For information about importing supplier data, refer to Supplier Factory Data File Format.

Business End User Tasks

Creating a Global Purchase Info Record from a Product Sourcing Material Linked to a Placeholder Plant [page 484].

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSOURCE-1426
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GS-DMS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Ability to Copy Contracted Price from the Placeholder Plant to Actual Plants

Importing Contract Manufacturer IDs

Use this procedure to define contract manufacturer IDs (**Contract MFR** IDs) and map them to SAP plant IDs in a CSV file.

Prerequisites

You must be a member of the **Materials Administrator** group.

Context

You can define plant IDs that are specific to product sourcing and are used by your site to identify contract manufacturers. Your site can be configured to display contract manufacturers in the **Contract MFR** column of BOM and material lists. To show values for contract manufacturers, you must map each product sourcing plant ID (`PLANT_ID`) to an SAP plant ID (`PLANT_SAP_ID`).

> → Recommendation
>
> It is recommended that you use the same value for both types of plant IDs.

When a material is displayed in the SAP Ariba product sourcing user interface, SAP Ariba uses the material's SAP plant ID to find the corresponding product sourcing plant ID and displays the name for the product sourcing plant ID (possibly in the **Contract MFR** column).

When SAP Ariba sends purchasing info record (PIR) data to SAP, SAP Ariba uses the product sourcing plant ID to find the corresponding SAP plant ID and sends the SAP plant ID in the data.

Procedure

1. In SAP Ariba Administrator, select **Product Sourcing Manager** > **Import Data**.
2. In the **Select the legacy data you want to load** field, select **Plant**.
3. Click **Export** to download a CSV file for plant ID definitions. If your site already has plant IDs defined, the CSV file contains the current definitions; otherwise, the CSV file contains header values that you can use as a template. Save the CSV file.
4. Edit the CSV file.

Enter values for the fields as follows:

PLANT_ID	An integer used as the product sourcing plant ID. If a product sourcing plant ID already exists with the same value, the existing plant ID is overwritten. SAP Ariba recommends that you use the same value for the product sourcing plant ID (PLANT_ID) and the SAP plant ID (PLANT_SAP_ID).
PLANT_NAME	A text string displayed for the plant in BOM and material lists.
PLANT_SEQ	An integer used to specify the order in which plants appear in the user interface.
PLANT_SAP_ID	Value of the SAP plant ID mapped to the product sourcing plant ID. SAP Ariba recommends that you use the same value for the product sourcing plant ID (PLANT_ID) and the SAP plant ID (PLANT_SAP_ID).
ACTIVE	Specifies whether the plant is active or not. Supported values are TRUE and FALSE.
PLACEHOLDER_PLANT	Specified whether the plant is an actual plant or a placeholder plant (used for creating global PIRs). The default value of this field is set to 0, which indicates that the plant is an actual plant. To define the plant as a placeholder plant, set the value to 1.

5. Save the CSV file.
6. Select the CSV file and click **Import**.

Importing Plant Assignments

Use this procedure to associate line items in product sourcing with corresponding plant IDs.

Prerequisites

You must be a member of the **Materials Administrator** group.

Context

You can create an item/plant combination to associate a line item in product sourcing with a corresponding plant. When you search the line item on the product sourcing UI, the associated plant details are automatically shown in the search results. You can conveniently select the plant for collecting prices for the item through sourcing events.

Procedure

1. In SAP Ariba Administrator, select **Product Sourcing Manager** > **Import Data**.

2. In the **Select the legacy data you want to load** field, select **Contract MFR Pinning**.
3. Create the CSV file with the following fields:
    - `MATERIAL ID`: The ID of the line item which you want to assign to a plant.
    - `PLANT ID`: The ID of the plant to which the line item will be assigned. This must match a `Plant ID` of a plant defined for your site.
4. Save the CSV file.
5. Select the CSV file and click **Import**.

Creating a Global Purchase Info Record from a Product Sourcing Material Linked to a Placeholder Plant

Use this procedure to create a global Purchase Info Record (PIR) from a product sourcing material linked to a placeholder plant.

Prerequisites

- The Product Sourcing Manager must define a placeholder plant by importing the contract manufacturer data in the CSV format. For more information, see Importing Contract Manufacturer IDs.
- The Product Sourcing Manager must assign the placeholder plant to a product sourcing material line item. For more information, see Importing Plant Assignments [page 483].

Context

To create a global PIR, buyers can create a quote for the material line item using guided sourcing events, collect pricing information, and create a PIR follow-on document.

> **Note**
>
> You can associate a plant with material line items (not associated with any BOMs) in hybrid mode before creating a PIR.

Procedure

1. Create a guided sourcing project by searching the material from the product sourcing dashboard and initiating a material quote. For more information, refer to Creating a Single Event Guided Sourcing Project From Product Sourcing Materials.
2. Collect prices for the line item by reviewing the bid responses from the invited suppliers.

3. Award the event and create a PIR follow-on document. For more information, refer to Using Manual Award Scenarios to Award Guided Sourcing Events.

Results

The line item price information is synchronized to product sourcing and a PIR is created in the integrated external system without any plant information.

Support for Light Regime Notices for the TED eForms Portal

Business Details

This feature introduces the support for general and sectoral directive light regime notices for the TED eForms portal in eTendering.

In addition to the standard regime notices, SAP Ariba Sourcing supports the following light regime notices:

- Prior information notice used as a call for competition — general directive, light regime
- Contract notice — general directive, light regime
- Contract award notice — general directive, light regime
- Periodic indicative notice used as a call for competition — sectoral directive, light regime
- Contract notice — sectoral directive, light regime
- Contract award notice — sectoral directive, light regime

The prior notices that these notices can have are:

Notice	Prior Notices
Prior information notice used as a call for competition — general directive, light regime	No prior notice
Periodic indicative notice used as a call for competition — sectoral directive, light regime	No prior notice
Contract notice — general directive, light regime	• Prior information notice used only for information — general directive • Prior information notice used to shorten time limits for receipt of tenders — general directive

Notice	Prior Notices
Contract notice — sectoral directive, light regime	• Periodic indicative notice used only for information — sectoral directive • Periodic indicative notice used to shorten time limits for receipt of tenders — sectoral directive
Contract award notice — general directive, light regime	• Contract notice — general directive, light regime • Prior information notice used as a call for competition — general directive, light regime
Contract award notice — sectoral directive, light regime	• Contract notice — sectoral directive, light regime • Periodic indicative notice used as a call for competition — sectoral directive, light regime

Changes to the User Interface

The **Associate Public Notice** page in a public sector guided sourcing template lists the notices mentioned in the Description.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled.
- ETendering must be enabled for the eForms portal.
- You must have the SAP Ariba e-tendering add-on for public sector.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App

Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSS-202
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

About TED eForms Notices

Support eTendering for the Central Digital Platform

Business Details

This feature enables buyer administrators to associate the United Kingdom public procurement notices with a public sector event template. Buyers can enter procurement details in the notices associated with the event and publish the notices on the Central Digital Platform (CDP). Suppliers can view the notices on the CDP and the related event details on a public access page. Interested suppliers can invite themselves to participate in the event after registering on Ariba Discovery.

Information on public sector sourcing opportunities in the United Kingdom (UK) must be published on the Central Digital Platform (CDP). During the eTendering process, a public entity must publish notices on the CDP. SAP Ariba Sourcing publishes the notices on the CDP through SAP Integration Suite, managed gateway for spend management and SAP Business Network.

As a buyer, you must mark a full sourcing project template as a public sector project template and select the CDP portal. You can create an event in the template and associate the notices with the event template. When you create a guided sourcing full project from this template, you can see the associated notices in the event.

A public access page, containing all the event details and the option to participate in the event, is created and referred to in the CDP notice. Suppliers can launch the public access page from the CDP portal to see the event details. Suppliers who want to participate in the event can use the **Participate** option, which opens the Ariba Discovery post. They must register themselves on Ariba Discovery to be able to bid. When bidding is completed and the contract is awarded to one or more suppliers, you must publish a contract award notice.

The notice transitions through several status from the time it is created until it is published. For more information about the notice status, see About Notice Status.

SAP Ariba supports publishing the following notices on the portal:

Table 8:

Notice ID	Notice Name	Description
UK2	Preliminary market engagement notice	Publish this notice to notify that you will carry out or have carried out preliminary market engagement for an above-threshold contract, before publishing a tender notice. If you don't publish this notice where required, you can explain the reason in the tender notice.
UK3	Planned procurement notice	Publish this notice to provide advance information about a forthcoming procurement. You can also publish this notice to reduce the minimum tendering period to 10 days for an above-threshold contract. Publish this between 40 days and 1 year before publishing the related Tender notice (UK4). Publishing a Planned procurement notice is optional.
UK4	Tender notice	Publish this notice to notify that you intend to award a contract via a competitive tendering procedure
UK5	Transparency notice	Publish this notice to notify that you intend to make a direct award for an above-threshold contract, before publishing the Contract award notice (UK6).
UK6	Contract award notice	Publish this notice to notify that you have decided to award a contract.
UK7	Contract details notice	Publish this notice to provide key information about the awarded contract. Note that this notice is not available in the guided sourcing project template. However, it is available in the event after a Tender notice and Contract award notice are published.
UK12	Procurement termination notice	Publish this notice to notify that an above-threshold contract will not be signed, after publishing a Tender notice (UK4), Transparency notice (UK5), or a Contract award notice (UK6).

Notices can be associated with all types of sourcing events – RFP, RFI, and Auction – and can be published on the CDP.

Changes to the User Interface

- The option **UK Central Digital Platform Release 8** is added to the **Enablement of eTendering** and **Portal Configuration** pages under **Administration**
- The CDP notices are added to the **Associate Public Notice** page.

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.
- Buyer must get an API key from the Central Digital Platform website.
- You must have the SAP Ariba e-tendering add-on for public sector.

Configuration

The following configurations are required to use publish notices to the CDP:

- Customer administrator must enable **UK Central Digital Platform Release 8** from the **Enablement of eTendering** page. When eTendering is enabled, the **ETendering Administrator** user group is created and public sector-specific fields are added to the sourcing project template.
- Members of the **ETendering Administrator** group must configure the CDP parameters from the **Portal Configuration** page
- Members of the **ETendering Administrator** group can also configure the branding details such as the buyer organization's title, description, and logo for the public access page.

Business End User Tasks

- Enabling ETendering for the Central Digital Platform [page 491]
- Configuring the Central Digital Platform [page 492]
- Associating CDP Notices to a Guided Sourcing Event Template [page 493]
- Publishing a Preliminary Market Engagement Notice, Planned Procurement Notice, and Tender Notice to the CDP [page 494]
- Publishing a Contract Award Notice to the CDP [page 497]
- Publishing a Corrigendum Notice to the CDP [page 498]
- Publishing a Procurement Termination Notice to the CDP [page 501]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement

Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSS-302
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Managing Public Procurement Events

Enabling ETendering for the Central Digital Platform

Follow this procedure to enable eTendering for the Central Digital Platform (CDP).

Prerequisites

You must be a member of the Customer Administrator group.

Context

The **Enablement of eTendering** page displays the list of portals supported. You must enable eTendering for a particular portal to trigger configurations and customizations required to use the eTendering solution for that portal.

> **Note**
>
> When a portal is enabled, any portal incompatible to it cannot be enabled.

Procedure

1. On the SAP Ariba Strategic Sourcing Suite dashboard, click **Manage** > **Administration**.
2. On the **Ariba Administrator** page, click **ETendering Manager**, and then click **Enable eTendering**.

   The **Enablement of eTendering** page opens. It displays the list of supported portals in the **Enable Portal** table.
3. In the **Enable Portal** table, click **Enable** for **UK Central Digital Platform Release 8**.

Results

The enable operation results in the following actions:

- eTendering is enabled for CDP.
- The portal option is added in the project's portal dropdown, which facilitates adding notices to the event.
- Public sector-specific header fields such as **Additional CPV Code** and **Procurement ID** are added to the sourcing project.
- The master data specific to the portal is added.

Configuring the Central Digital Platform

ETendering Administrators can use this procedure to configure the Central Digital Platform (CDP).

Context

Perform the following steps to configure CDP:

Procedure

1. On the SAP Ariba Strategic Sourcing Suitedashboard, click **Manage** > **Administration**.
2. On the Ariba Administrator page, click **ETendering Manager**, and then click **Portal Configuration**.

   The **Portal Configuration** page is displayed.
3. From the dropdown, choose **UK Central Digital Platform Release 8**.
4. In the **Parameterization** tab, configure the following parameters:

Parameter Name and ID	Description
Endpoint of the public sector portal `(Application.AQS.PublicProcurement.UKPortal.PortalEndpoint)`	Specifies the endpoint of the CDP portal to which the notices are published. To publish the notices to the preview environment, choose **Preview**. To publish the notices directly to the production environment, choose **Production**.
The identifier of the customer `(Application.AQS.PublicProcurement.UKPortal.CustomerLogin)`	Specifies the customer sign-in ID of the organization publishing the notice to the CDP.
The email address of the organization publishing notice to the CDP `(Application.AQS.PublicProcurement.UKPortal.SenderEmail)`	Specifies the email address of the organization publishing the notice to the CDP.
The name of the organization publishing notices to the CDP `(Application.AQS.PublicProcurement.UKPortal.SenderOrganisation)`	Specifies the name of the organization publishing the notice to the CDPl.
The API key to sign in to the CDP `(Application.AQS.PublicProcurement.UKPortal.APIKey)`	Specifies the API key to sign in to the CDP. It can be obtained from the buyer's account settings in the United Kingdom public procurement website.

Parameter Name and ID	Description
Maximum number of hours to wait for notice publication (`Application.AQS.PublicProcurement.UKPortal.MaxPublishWaitInHours`)	Specifies the time (in hours), for which SAP Ariba Sourcing waits from the moment the notice is sent to the portal till it is published on the portal. Enter a value between -1 and 336. The default value of this parameter is 48 hours. The minimum value is -1, which means that SAP Ariba Sourcing waits until the time specified in the parameter `Application.AQS.PublicProcurement.UKPortal.MaxPollingWaitInDays`. When the value is 0, the system does not wait for the notice to be published. You can use this value in a test environment. The maximum value is 336 hours.
Maximum number of days to poll for notice status (`Application.AQS.PublicProcurement.UKPortal.MaxPollingWaitInDays`)	Specifies the maximum number of days for which SAP Ariba Sourcing will poll for the status of a notice. If the notice is not yet published at the end of this time, the status of the notice is set to Expired. The event and the notice must be edited and then republished. The default and maximum value is 60 days.

5. Click **Apply**.

Results

The CDP is configured.

Associating CDP Notices to a Guided Sourcing Event Template

Use this procedure to associate one or more CDP notices with a guided sourcing event template.

Prerequisites

- To create or edit project templates, you must be a member of the global Template Creator group or the Templates project's Template Creators team group.
- You must mark a sourcing project template as a public sector template and select CDP as the the public sector portal.

Context

You can associate one or more notices with an event in a full sourcing project template that is configured to be used for public sector sourcing projects.

Procedure

1. Navigate to the **Documents** tab of a public sector sourcing project template.
2. From the **Actions** menu, click **Create** > **Event**.

   The **Create New Event** page opens.
3. Enter a title and description for the event.
4. From the **Event Type** dropdown, choose any type of event.
5. For the **Guided Sourcing Template** field, choose **Yes** and click **Create**.
6. Click **Exit** and return to the project template.
7. On the **Documents** tab, click the event.
8. Choose **Associate Public Notice**.

   The **Associate Public Notice** page opens.
9. Choose the notices that you want to associate with the event and click **Done**.

   The notices are listed under the event template on the **Documents** tab.
10. (Optional) For a Contract award notice, choose the **Ad Hoc Creation** condition under the **Conditions** column.
11. (Optional) You can do the following actions for the associated notices:
    a. Click **Open** to open the notice and enter the details. You can only save the notice, but not submit it.
    b. Click **Move** or **Copy** to move or copy the notice to another event template.
    c. Click **Add to Quick Links** to add the the notice to the **Quick Links** area.
    d. Click **Delete** to dissociate the notice from the event template.
12. Publish the template.

Publishing a Preliminary Market Engagement Notice, Planned Procurement Notice, and Tender Notice to the CDP

Follow this procedure to create a Preliminary market engagement notice, Planned procurement notice, and Tender notice in a public sector event and publish the notice to the CDP.

Prerequisites

The following are the prerequisites to publish a notice to the CDP:

- The guided sourcing full project must be marked as a public sector project.
- "UK Central Digital Platform Release 8" must be selected as the public sector portal.
- CDP notices must be associated with the event in the project.

Context

You can create a full sourcing project template, mark it as a public sector project, and associate the required notices with the event in the template. You can then create a full sourcing project using this template, open the event, and enter the notice details. When you publish the event, the notice is submitted to the CDP to be published. The event itself is published

- after the associated notice (Preliminary market engagement notice, Planned procurement notice, or a Tender notice) is published on the CDP, or
- after the time configured in the parameter `Maximum number of hours to wait for notice publication` has passed.

> **Note**
>
> The notices in SAP Ariba are a replica of the notices in UK. To understand the fields and for any guidance on filling the notices, refer to the UK portal or the UK government public sector procurement website: https://www.gov.uk/guidance/public-sector-procurement .

Procedure

1. On the SAP Ariba Strategic Sourcing Suite dashboard, open the guided sourcing project which is linked to the portal, as explained in Marking a Guided Sourcing Full Project as Public Sector Project .
2. Click the event template in the **Events and other documents** section.

   The Create guided sourcing project page opens.
3. Enter a name for the event and click **Create**.

   The event is created. In the **Public Notices** section, you can see the notices that were added to the event template. The status of the notices is **Not Created**.
4. To create a notice, click the more icon (•••) next to the notice that you want to publish and click **Create** *`notice name`* .
   The *`<Notice name>`* **notice** page opens. This page is referred to as the notice settings page.
5. Enter the notice name and other required fields.
6. Click **Create**.

   The notice creation wizard opens, which consists of the following tabs:

   > **Note**
   >
   > Although most tabs in the notices are the same, you will see some different tabs based on the notice and your inputs.

Tabs	Description
Notice Linking	Enter information about any other notice you may have published for this procurement.

Tabs	Description
Parties	Enter information about any other organization that may be acting on behalf of or a part of the contracting authority.
Contracting authority	Enter the contracting authority details such as its name, ID, and address.
Contact organisation	Enter the name of the organization that can be contacted in case of queries.
Procedure	Enter information such as the procurement regime, category, and the contract value threshold.
Scope	Enter the scope of the procurement, the delivery regions, and duration.
Participation	Enter the type of participants and conditions of participation
Lots	Lot details are auto-filled.
Engagement > **Note** This is present only in Preliminary market engagement notice.	Enter the types of enterprises this contract is suitable for.
Documents > **Note** This is present only in Planned procurement notice.	Enter details about the associated tender documents.
Award Criteria	Enter the criteria for awarding the contract.
Submission	Select the notice publication date.
Summary	Displays the summary of the details entered in all the tabs.

7. Enter the information in each tab and click **Next**.

   The notice is pre-populated with information in the prior notice, if any. Otherwise, it is populated with the information in the template, the project header, and the event content. However, if you make any changes in the event, you must manually update it using the **Reset** button. This updates content only on the current tab.

   Some sections have the (⊕) icon at the top right corner. Click the icon to add another section. For example, if there are two lots, add Lot 1 details, and then click the (⊕) icon to add Lot 2 details.
8. On the **Summary** tab, review the notice details and click **Save**.

   In the event, the status of the notice updates to **Ready for Submission**.
9. Click **Submit**. This triggers the notice to be submitted to the CDP.

Results

The event stays in **Pending public notices publish** status until the notice is submitted to the CDP. After it is submitted, the status of the notice changes to **Pending Publish**. SAP Ariba waits for the number of hours as configured in the parameter Maximum number of hours to wait for notice publication, to receive a response from CDP. When the notice is published on CDP, the status of the notice changes to **Published**, the event gets published

and its status changes to **Monitor**. If CDP rejects the notice, the notice status in the event changes to **Failed to Publish**.

Publishing a Contract Award Notice to the CDP

Use this procedure to publish a contract award notice (CAN) to the CDP.

Prerequisites

Ensure that the following conditions are met to publish a CAN:

- The event must be in **Review responses** state.
- A Preliminary market engagement notice, Tender notice or a Transparency notice must be published for the event.
- A CAN must be added to the project template. To add multiple CANs in the event, the condition of ad hoc creation must be enabled for the CAN in the template.

Context

You can create and publish a single CAN even if the contract is awarded to multiple suppliers. You can select the award scenarios that you want to include in the CAN. In the CAN, a contract section is created for each item-supplier combination.

Procedure

1. Navigate to the **Public Notices** section of the event.
2. Click the more icon (•••) next to Contract award notice and click **Create Contract award notice**.

   The **Contract Award Notice** window opens. It displays the award scenarios, the suppliers who have been awarded the contract, the items and lots and their total value, and the information about any contract award notice already published for the same combination of supplier and lot. If the lot has items, then the lot name is displayed as the title for items.
3. Enter a name for the notice.
4. Select the award scenarios you want to include in the CAN, and then click **OK**.

   The **Contract award notice** opens. Information such as supplier details, lot details, and so on are pre-populated.
5. Enter the contract details in all the tabs and click **Next**.
6. Click **Sync** to to get the latest values from the project header fields and the event into the notice.

   The notice is pre-populated with information in the template, the project header, and the event content. However, if you make any changes in the event, you must manually update it using the **Reset** button. This

updates content only on the current tab. The fields that are updated are marked with the  icon. If you select another award scenario to include in the CAN, the new award scenario details are synced automatically.

7. Navigate to the **Summary** tab to review the content and click **Save**.

   In the event, the status of the notice is updated to **Ready for Submission**.

8. Click the **Submit** button in the **External Portal Status** column to submit the notice to the CDP.

Results

The notice is submitted to CDP. The status of the notice changes to **Pending Publish**.

Publishing a Corrigendum Notice to the CDP

If there are changes to a notice after it is published, you must use this procedure to publish a corrigendum notice (change notice) to announce the changes.

Prerequisites

The following conditions must be met to publish a change notice:

- The notice for which you are publishing a change notice must already be published on CDP.
- The event must still be active and in the **Monitor** status to publish a change notice for a Preliminary market engagement notice or Tender notice.
- The event must be in **Pending Selection** status to publish a change notice for a contract award notice.
- You must be the event owner or have project owner capabilities for the event.

Context

The event owner can create the change notice when:

- When a Published Preliminary Market Engagement Notice or Tender Notice is Updated [page 499]
- When the Event End Time is Changed [page 499]
- When a Published Contract Award Notice is Updated [page 500]

When a Published Preliminary Market Engagement Notice or Tender Notice is Updated

Use this procedure to publish a Corrigendum or change notice when a published Preliminary market engagement notice or Tender notice is updated.

Context

When there is a significant change to the published Preliminary market engagement notice or Tender notice, you can create a corrigendum notice for that notice.

Procedure

1. Open the event for which you want to create and publish a corrigendum notice.
2. Click the **More actions** icon (•••) in the upper-right corner of the event page and select **Event options** > **Edit event**

   The event status changes to **Draft**.
3. Navigate to the **Public Notices** section of the event.
4. Click the more icon (•••) next to the notice for which you want to create a corrigendum notice.
5. Click **Add Corrigendum Notice**.

   A corrigendum notice is added under the parent notice. The **Corrigendum notice** opens. The tabs are populated with the required information from its parent notice.
6. Click **Next** to navigate to the **Changes** tab.
7. Enter the changes to the original notice. You can add more sections by clicking the (+) icon on the right. Click **Next** after entering all the changes.
8. Review your changes on the **Summary** tab and click **Save**.

   The status of the notice changes to **Ready for Submission**.
9. Click **Submit** to submit the corrigendum notice to CDP.

When the Event End Time is Changed

Use this procedure to publish a corrigendum notice when the event end time is changed.

Context

When you extend or reduce the end time of a public procurement event, you must publish a corrigendum notice.

Procedure

1. Open the event for which you want to change the end time.
2. Click the **More actions** icon (•••) in the upper-right corner of the event page and select **Event options** > **Edit event**

   The event status changes to **Draft**.
3. In the **Event Duration** panel, click **Edit**.

   The **Edit event** window is displayed.
4. Choose one of the following to configure the event end time:
   - **Time**: Choose a date and time when the event ends.
   - **Duration**: Enter a value in minutes, hours, or days to specify the length of the event.
5. Click **Continue to Corrigendum Notice**.

   The corrigendum notice opens. It contains the content in its parent notice and cannot be edited.
6. Navigate to the **Changes** tab.

   In the **Text to be corrected in the original notice** section, you can see the original event close time under **Instead of** and the updated time and date under **Read**.
7. Click **Submit** on the **Summary** tab.

   This updates the event closing time.
8. (Optional) To retain the old closing time, click **Cancel**.

Results

The corrigendum notice is added under the Preliminary market engagement notice or Tender notice. You can see the new event end time only after the corrigendum notice is published on the CDP. Until then, the event duration cannot be edited.

When a Published Contract Award Notice is Updated

Use this procedure to publish a corrigendum notice when a published CAN is updated.

Context

When there is a significant change to the published Contract Award Notice (CAN), you can create a corrigendum notice for that notice.

Procedure

1. Open the event for which you want to publish the corrigendum notice.
2. Navigate to the **Public Notices** section.
3. Click the more icon (•••) next to the contract award notice for which you want to create the corrigendum notice.
4. Click **Add Corrigendum Notice**.
   A corrigendum notice is added under the parent notice. The **Corrigendum notice** opens. The tabs are populated with the required information from its parent notice.
5. Click **Next** to navigate to the **Changes** tab.
6. Enter the changes to the original notice. You can add more sections by clicking the (+) icon on the right. Click **Next** after entering all the changes.
7. Review your changes on the **Summary** tab and click **Save**.

   The status of the notice changes to **Ready for Submission**.
8. Click the **Submit** button in the **External Portal Status** column to submit the notice to CDP.

Results

The corrigendum notice is published for the contract award notice.

Publishing a Procurement Termination Notice to the CDP

Follow this procedure to publish a Procurement termination notice.

Prerequisites

The following are the prerequisites to publish a Procurement termination notice:

- A Tender notice, Transparency notice or a Contract award notice must have been published for this event.
- A Contract details notice must not have been published if you are cancelling an entire procurement.
- Contracts being cancelled must not have been signed.

Context

You can use this notice to cancel an entire procurement if no contracts have been signed. If the procurement includes multiple contracts, you can also cancel a subset of them. In this case, the contracts you want to cancel must not have been signed, but others may have been.

Procedure

1. Navigate to the **Public Notices** section of the event.
2. Click the more icon (•••) next to Procurement termination notice and click **Create Procurement termination notice**.

   The **Procurement termination notice** window opens.
3. Enter a name for the notice.
4. Select one of the options:
   - **Individual Procurement**
   - **Whole Procurement**
5. If you chose **Individual Procurement**, select the contracts to cancel and click **Create**.
   1. In the **Notice linking** tab, you can see the contract ID or the title. Click **Next**.
   2. In the **Contracts** tab, enter the reason and date for not signing the contracts and click **Review**.
   3. In the **Summary** tab, review the details and click **Save**.
6. If you chose **Whole Procurement**, enter the following details:
   1. In the **Notice linking** tab, you can see the contract ID or the title. Click **Next**..
   2. In the **Summary** tab, review the details. It contains details of all the unsigned contracts. Click **Save**.
7. In the event, click the **Submit** button in the **External Portal Status** column to submit the notice to the CDP.

Results

The notice is submitted to CDP. The status of the notice changes to **Pending Publish**.

Customer sign-in ID of the organization publishing notices to the CDP

Specifies the customer sign-in ID of the organization publishing the notice to the CDP. This parameter is required only by the CDP interface.

ID	`Application.AQS.PublicProcurement.UKPortal.CustomerLogin`
Name	**Customer sign-in ID of the organization publishing notices to the CDP**
Default value	Not applicable

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration

Parameter Management in Intelligent Configuration Manager

The endpoint of the CDP to which the notices are published

Specifies the endpoint of the CDP to which the notices are published.

ID	`Application.AQS.PublicProcurement.UKPortal.PortalEndpoint`
Name	**The endpoint of the CDP to which the notices are published**
Default value	Not applicable

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Name of the organization publishing notices to the CDP

Specifies the name of the organization publishing notices to the CDP.

ID	`Application.AQS.PublicProcurement.UKPortal.SenderOrganisation`
Name	**Name of the organization publishing notices to the CDP**
Default value	Not applicable

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Email address of the organization publishing notices to the CDP

Specifies the email address of the organization publishing notices to the CDP.

ID	`Application.AQS.PublicProcurement.UKPortal.SenderEmail`
Name	**Email address of the organization publishing notices to the CDP**
Default value	Not applicable

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

The API key to sign in to the CDP

Specifies the API key to sign in to the CDP. It can be obtained from the buyer's account settings in the United Kingdom public procurement website.

ID	`Application.AQS.PublicProcurement.UKPortal.API_Key`
Name	**The API key to sign in to the CDP**
Default value	Not applicable

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Maximum number of hours to wait for notice publication

Specifies the maximum waiting time in hours to publish the notice to CDP.

ID	`Application.AQS.PublicProcurement.UKPortal.MaxPublishWaitInHours`
Name	**Maximum number of hours to wait for notice publication**
Default value	48

When a public procurement event is published, the notice is sent to the Central Digital Platform (CDP)I. This parameter specifies the time (in hours), for which SAP Ariba Sourcing waits from the moment the notice is sent to the CDP until it is published.

If the notice is rejected by CDP, then the status of the notice is set to Rejected. You must edit both event and notice and republish the event. The notice is sent again to the CDP and the counter of this parameter is reset.

If the notice gets expired, then the status of the notice is set to Expired. You must edit both event and notice and republish the event. The notice is sent again to the CDP and the counter of this parameter is reset.

The default value of this parameter is 48 hours.

If the parameter is set to -1 (minimum value), SAP Ariba Sourcing waits until the time specified in the parameter `Application.AQS.PublicProcurement.UKPortal.MaxPollingWaitInDays`.

If the parameter is set to 0, SAP Ariba Sourcing does not wait for the notice to be published. You can use this value in a test environment.

The maximum value is 336 hours.

If the parameter is set to a value other than 0 or -1 and if no response is received at the end of the configured number of hours, then SAP Ariba Sourcing publishes the event without waiting for the notice to be published and moves the event to Open status.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Maximum number of days to poll for notice status

Specifies the maximum waiting time in days to poll the status of the notice to publish the event. The default value is 14 days.

ID	`Application.AQS.PublicProcurement.UKPortal.MaxPollingWaitInDays`
Name	**Maximum number of days to poll for notice status**
Default value	14

This parameter specifies the maximum number of days for which SAP Ariba Sourcing will poll for the status of a notice. If the notice is not yet published at the end of the configured number of days, the status of the notice is set to Expired. The event and the notice must be edited and then republished.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Support for Using Supplier Questionnaire for CDP in Public Sector Events

Business Details

This feature enables buyers in the United Kingdom (UK) public sector to add the supplier questionnaire for CDP to a public sector event. It allows suppliers to retrieve the responses that they have provided in the Central Digital Platform (CDP) into the supplier questionnaire for CDP in the sourcing event.

When ETendering Administrators enable the **Supplier Questionnaire for CDP** in their site, a system product questionnaire (SPD) is created in the Category Attribute Manager. Buyers can then add the SPD to the public sector sourcing event. The SPD is an empty placeholder into which the supplier can retrieve the supplier profile questions that they respond to in the CDP.

Suppliers must log in to the CDP (https://www.find-tender.service.gov.uk/) and respond to the questionnaire. After answering all the questions, they are given a sharecode. They can enter the sharecode in the sourcing event in SAP Ariba to retrieve the questionnaire and the responses and then submit them.

Buyers can include the SPD responses in the Supplier response report and Bid comparison report. The response retrieval is also captured in the audit log.

Changes to the User Interface

The option **Supplier Questionnaire for CDP** is added to the **Enablement of eTendering features** table on the **Enablement of eTendering** page.

Implementation Details

General Prerequisites

- You must have the SAP Ariba e-tendering add-on for public sector.
- Category attribute hierarchy must be enabled on your site.
- This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

- eTendering must be enabled for your site for the portal **UK Central Digital Platform Release 8**.
- The **UK Central Digital Platform Release 8** portal parameter **The API key to sign in to the CDP** must be configured in the **Portal Configuration** page. See Configuring the Central Digital Platform [page 492].

Authorizations

To enable the eTendering features, you must be an eTendering Administrator.

Business End User Tasks

- Enabling Supplier Questionnaire for CDP in your Site [page 508]
- Adding the System Product Questionnaire to a Guided Sourcing Event [page 509]
- Retrieving the Supplier Responses from the CDP [page 510]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement with SAP Ariba e-tendering add-on for public sector
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSS-304
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Managing Public Procurement Events

Enabling Supplier Questionnaire for CDP in your Site

ETendering administrators can enable Supplier Questionnaire for CDP for their site from the **Enablement of eTendering** page.

Prerequisites

ETendering must be enabled for the Central Digital Platform (CDP) portal.

Context

Buyers in the United Kingdom (UK) public sector can add the Supplier Product Questionnaire (SPD) to sourcing events for collecting responses from suppliers participating in public sector sourcing events. Suppliers can respond to the questions in the CDP and retrieve the questions and the responses to the sourcing event. Follow this procedure to enable Supplier Questionnaire for CDP:

Procedure

1. On the SAP Ariba Strategic Sourcing Suite dashboard, click **Manage** > **Administration**.
2. On the Ariba Administrator page, click **ETendering Manager**, and then click **Enable eTendering**.

   The **Enablement of eTendering** page is displayed.
3. In the **Enablement of eTendering features** table, click **Enable** for **Supplier Questionnaire for CDP**.

Results

Supplier Questionnaire for CDP is enabled for your site.

Adding the System Product Questionnaire to a Guided Sourcing Event

Use these steps to add the system product questionnaire to a public sector guided sourcing event.

Context

The buyer must add the product questionnaire to the public sector guided sourcing event to be able to retrieve the responses that the supplier has submitted on the Central Digital Platform.

Procedure

1. Create or open the public sector guided sourcing event to which you want to add the SPD.
2. In the **Questions, requirements, and attachments** section, click **Add** > **Question**.
3. Enter the question name, select **Response type** as **Product Questionnaire**.
4. In the **Initial Value** field, select the name of product questionnaire.
5. Publish the project.

Results

The product questionnaire is added to the event. When supplier submits the response, on the event monitor page, you can click **View Responses** for the particular supplier to see the questions and the responses.

Retrieving the Supplier Responses from the CDP

Suppliers can retrieve the questionnaire and its responses from the CDP to the sourcing event.

Context

As a supplier, you must log in to the Central Digital Platform website and respond to the questions. After submitting the responses, the site provides you a share code. Make note of the code. You must enter this code in SAP Ariba to retrive the responses when participating in a public sector sourcing event.

Procedure

1. While participating in a sourcing event, on the All Content page, click **Click to Answer** on the product questionnaire row.
   The product questionnaire page appears, with no questions.
2. Click **Retrieve Responses** to retrieve the responses from the Central Digital Platform.
3. On the **Retrieve Responses** from the Central Digital Platform page, enter the share code that you got from the Central Digital Platform and click **Retrieve**.
   The questions and the reponses you entered in the portal are populated in the product questionnaire. You can also see the log that displays the share code, the timestamp, and the retrieval status. Once retrieved, you cannot edit the questions or the responses in SAP Ariba. If you need to update, you must do so in the CDP and retrieve again with a new share code.
4. Click **Save and Close** to submit the response.

Results

The questionnaire and responses are retrieved from CDP and submitted in SAP Ariba.

Support for Framework Agreement in Guided Sourcing

Business Details

This feature allows buyer users to create a framework agreement in guided sourcing. Buyers can establish an agreement with one or more qualified suppliers for specific items. During the agreement's lifespan, buyers can initiate multiple call-off sourcing projects under the agreement, with predetermined conditions.

Creating a framework agreement offers several advantages. You save time and increase efficiency because you don't need to follow the full procurement process. The terms and conditions are already agreed upon in the initial project.

> **Note**
>
> - A framework agreement is supported only in guided sourcing for full sourcing projects.
> - The framework agreement is not a binding contract with the suppliers.
> - It is the responsibility of the buyers to inform suppliers that they are participating in a framework agreement project.

The workflow to create a framework agreement and call-off projects is as follows:

1. Create a full project guided sourcing template and include a framework tracker.
2. In the framework tracker, set the duration of the agreement, define spend limits, item consumption, and the buffers.
3. Publish the template.
4. Use this template to create and start an initial guided sourcing project to identify suppliers for specific items.
5. From the awards or supplier bid responses to this project, add items and suppliers into the framework tracker.
6. Publish the framework tracker.
7. Create follow-up (call-off) guided sourcing full projects and events that include only the items and suppliers from the framework tracker.
8. Award individual contracts to suppliers based on the framework agreement.

> **Note**
>
> You can run the task **EnableGuidedSourcingFWATrackerTemplatesTask** to create a system template called **Basic Framework Project Template**. This template contains the framework tracker with some configurations. You can use this template and add your details to it.

The following image shows the framework tracker:

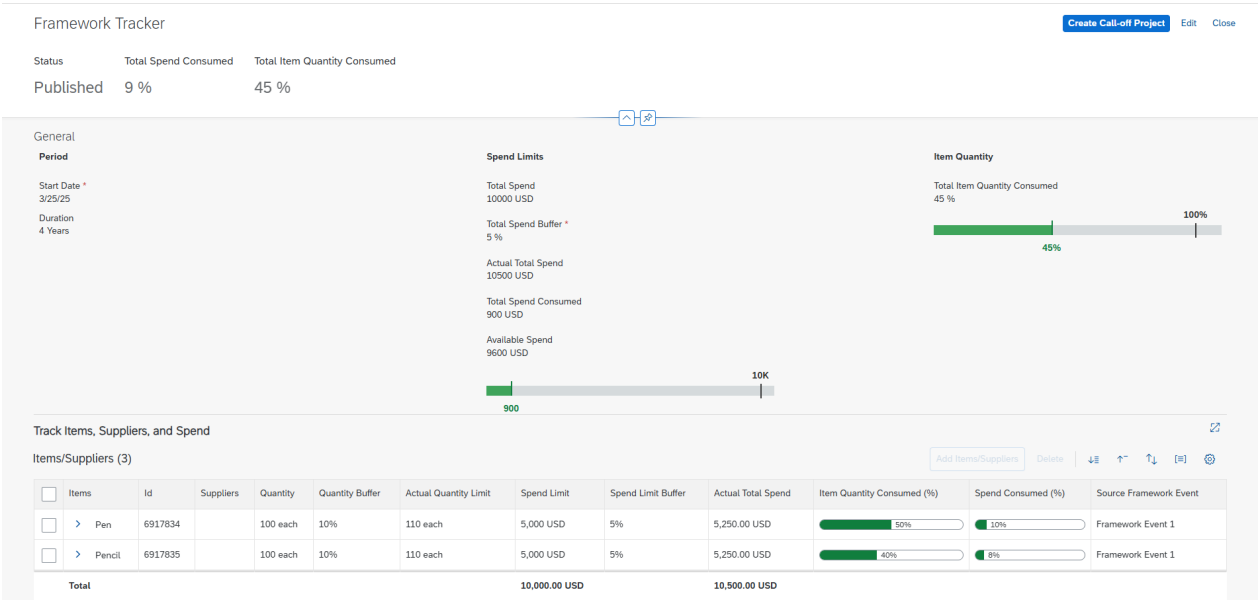


Table 9: Framework Tracker General Fields

Field	Description
Status	The status of the framework tracker. It can be **Not Created**, **Draft**, or **Published**.

Field	Description
Total Spend Consumed	The percentage of the total spend amount that has been utilized. For a published framework tracker, this field represents total spend consumed across all call-off events created from it.
Total Item Quantity Consumed	The percentage of the total item quantity that has been utilized. For a published framework tracker, this field represents total item quantity consumed across all call-off events created from it.
Start Date	Date from which the framework agreement starts and call-off events can be published.
Duration	Duration for which the framework agreement will be active and within which call-off events can be published.
Total Spend	The total maximum amount that can be spent across all call-off events during the agreement's duration.
Total Spend Buffer	The percentage of the spend limit amount that can be added as a buffer to determine the actual total spend amount.
Actual Total Spend	The maximum amount including the buffer amount that can be spent across all call-off events.
Total Spend Consumed	The total spend amount that has been utilized.
Available Spend	The remaining amount that can be spent across all the call-off events.

> **Note**
>
> The item and spend limits and buffers are based on the values configured in the framework tracker in the template.

Table 10: Items and Suppliers

Field	Description
Items	The items added from awards or supplier bids
ID	ID of the items
Suppliers	The suppliers selected from the supplier bid response or awarded suppliers
Quantity	The quantity of the items
Quantity Buffer	The buffer percentage allowed on the items that can be used across call-off events
Actual Quantity Limit	The total quantity of items including the buffer that can be used across call-off events
Spend Limit	The total amount that can be spent to procure items across call-off events
Spend Limit Buffer	The buffer percentage allowed on the items that can be used across call-off events
Actual Total Spend	The total amount including the buffer that can be spent across call-off events
Item Quantity Consumed (%)	The percentage of item quantity consumed by the call-off events
Spend Consumed (%)	The percentage of amount spent by the call-off events
Source Framework Event	The source event from which the items are added to the framework tracker

Implementation Details

General Prerequisites

This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Business End User Tasks

- Creating a Framework Tracker in a Guided Sourcing Template [page 514]
- Adding Items and Suppliers to the Framework Tracker in a Guided Sourcing Project [page 515]
- Deleting Items and Suppliers from the Framework Tracker in a Guided Sourcing Project [page 517]
- Creating Call-off Projects from the Framework Tracker [page 518]
- Creating Call-off Events from the Call-off project [page 519]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSS-305
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Creating a Framework Tracker in a Guided Sourcing Template

Follow these steps to create a framework tracker in a guided sourcing template.

Context

Include a framework tracker in a guided sourcing full project template to create sourcing projects for framework agreement. You can create only one framework tracker in one template. Also create at least one event in the template.

Procedure

1. Create a new guided sourcing full project template or open an existing one.
2. Navigate to the **Documents** tab.
3. From the **Actions** dropdown, select **Framework Tracker**.
   The **Create Framework Tracker** page appears.
4. Enter a title.
5. For the **Allow To Update Document From** field, select either **Awards** or **Supplier Bids**, or both.
6. In the **Max Duration** field, enter the maximum duration for which this framework tracker is valid.
7. For **Consumption Limit**, choose **Yes** or **No**.

   If you choose **No**, then there's no limit to the consumption. Any number of call-off projects can be created out of this framework agreement. If you choose **Yes**, then set the buffer percentage for the following:

   - **Item Quantity Buffer**
   - **Item Amount Buffer**
   - **Total Amount Buffer**

   You can set these values as read-only or delegate to the event manager to edit values.
8. Choose a value for **Consumption From Call-off Event Upon** to define when the amount in the framework agreement tracker is considered consumed. The amount can be considered as consumed when a call-off event is submitted, published, or awarded.
   - **Call-off Event Submission**:

- When a call-off event is submitted for approval or to a public sector portal for notice publication, the system checks if the framework tracker has available capacity. If capacity exists, consumption occurs; otherwise, event can't be submitted.
- If the event is successfully published, no further consumption adjustments are needed.
- If the event reverts to draft due to failure or rejection, consumption is rolled back.
- Runtime edits trigger validation and consumption changes based on the delta from the last published version. If publication fails, consumption is reverted to the previous published version of the event
- If the event is cancelled, the amount is returned to the framework tracker.

- **Call-off Event Publication**:
  - Capacity validation is performed prior to publication; if capacity exists, consumption occurs on successful publication. If there is a lack of capacity, the event is reverted to draft status and the failure is logged in the audit.
  - Runtime edits affect consumption based on changes since the last publication. If publication fails, consumption is reverted to the previous published version of the event.
  - If the event is cancelled, consumption is returned to the framework tracker.
- **Call-off Event Award**:
  - When the call-off event is being awarded, consumption from the framework tracker is adjusted based on actual awarded items.
  - Tracker capacity is checked before awarding; a lack of capacity leads to reverting and logging.
  - During item addition, only items with available capacity can be selected.

    > **Note**
    >
    > This is applicable only when the consumption happens upon award because, if consumption has happened in submission/publication, there are chances of consumption being freed up before the event is published.

Results

A framework tracker is created. Note that you cannot add conditions to the framework tracker.

Adding Items and Suppliers to the Framework Tracker in a Guided Sourcing Project

Follow these steps to add items and suppliers to the framework tracker.

Prerequisites

- The guided sourcing full project must be created using a template containing framework tracker.
- You must publish at least one event in the project. The event can be in **Open**, **Completed** or **Pending Selection** state with at least one supplier bid.

Context

You must add items and suppliers to the framework tracker from one or more events in the projects.

Procedure

1. Navigate to the **Events and other documents** section of the project.
   The framework tracker and events are listed.
2. Open the framework tracker.
   The framework tracker page is displayed. Its status is **Not Created** and contains values set in the template.
3. Enter the starting date for the framework agreement.
4. Enter the spend limits and click **Save**.
5. To add items and suppliers, click **Add Items/Suppliers**.
   The **Select an event** dialog box lists the events in that project that have bids. The events can be in **Open**, **Completed**, or **Pending Selection** state.
6. Select the event from which you want to add the items and click **Next**.

   In the template, if you selected both **Awards** and **Supplier Bids** for the field **Allow To Update Document From**, then both options are displayed in the next page. The **Awards** tab displays the award scenarios, items, supplier name, item quantity, their initial price (if any), and extended price (Total). The **Supplier Bids** tab also displays the items, supplier names who have bid, item quantity, their initial price (if any) and extended price (Total).

   If the bids haven't been awarded yet, the **Awards** tab is blank.
7. Select the items and suppliers combination that you want to add to the framework tracker and click **Add**.

   For example, if Supplier A and Supplier B have bid for Item X, then you can choose to add only the Item X - Supplier B combination.

   The items and suppliers are added to the tracker and listed in the **Awards/Supplier Bids** table.
   - The Quantity field value is taken from the item quantity mentioned in the event. For example, 100.
   - Quantity Buffer is the value set in the template. If it was set to Delegated, you can edit the value. For example, 20.
   - Applicable Quantity Limit is the total of quantity and buffer (Applicable Quantity Limit = Quantity + Quantity Buffer%). In this example, it is 120.
   - Spend Limit is the total (extended price) of the items added from the events.
   - Spend Limit Buffer is the value set in the template. If it was set to Delegated, you can edit the value. For example, 10.
   - Actual Spend Limit is the total of spend limit and buffer (Actual Spend Limit = Spend Limit + Spend limit Buffer%). In this example, it is 120.
   - The Source Framework Event displays the event from which the items are added.
8. After adding the required items, click **Publish** to publish the tracker.

Results

Items and suppliers are added to the framework tracker and the tracker is published. If you need to edit the tracker after it is published, click **Edit**. A new version of the tracker is created. You can edit it and publish the tracker.

Deleting Items and Suppliers from the Framework Tracker in a Guided Sourcing Project

Follow this procedure to delete items and suppliers from the framework tracker.

Prerequisites

Items and suppliers must be added to the framework tracker.

Context

You can delete items that are not already used in the call-off events.

Procedure

1. Navigate to the **Events and other documents** section of the guided sourcing project.
   The framework tracker and events are listed.
2. Open the framework tracker.
3. In the **Track Items, Suppliers, and Spend** table, select the item that you want to delete and click **Delete**.
   The item and all corresponding suppliers are deleted.

   > ⓘ Note
   >
   > You cannot delete items that are already used in call-off events. However, you can remove the associated suppliers. But the consumption values remain intact.
4. To delete a particular item and supplier combination, select only that row and click **Delete**.

Creating Call-off Projects from the Framework Tracker

Use this procedure to create a call-off project.

Prerequisites

A framework tracker containing items and suppliers must be published and be active.

Context

You can create a call-off project after publishing a framework tracker. It can only be a full project and created from the framework tracker.

Procedure

1. Navigate to the **Events and other documents** section of the framework project.
   The framework tracker and events are listed.
2. Open the framework tracker.
3. Click **Create Call-off Project**.
   The **Create guided sourcing project** page appears. The initial project title is set as the call-off project name. You can edit the name.

   The **Project Type** field is disabled because framework tracker is supported only by a full project.

   The **Project details** section displays the **Framework Project** field. It indicates that the sourcing project contains a framework tracker. The Source field displays the name of the initial sourcing project.
4. Select a template.
   Only the templates that don't have a framework tracker in it are listed for selection.
5. Click Create.

Results

A call-off project is created. You can continue to create a call-off event from it.

Creating Call-off Events from the Call-off project

Use this procedure to create a call-off event from a call-off sourcing project.

Context

You can create a call-off event whose start date must be on or after the start of the framework tracker. You can only add suppliers and items that are in the framework tracker.

> **Note**
>
> - Once the items in the call-off event are consumed, you cannot delete those items from the framework tracker. You can, however, remove the associated suppliers. You cannot use these items in subsequent call-off events until you associate suppliers to them.
> - Though the suppliers associated with the items are removed, the item consumption is still retained.
> - If you cancel an event, the count of items and spend is returned to the framework tracker.

Procedure

1. Navigate to the **Events and other documents** section of the call-off project.
2. Open an event.
3. Enter a name for the event.
4. In the **Items that need quotes** section, click **Add** to add items.
   The options **Section** and **Items from framework tracker** are displayed.
5. Click **Items from the framework tracker**.
   The framework tracker page opens.
6. Select the items you want to add and click **Add**.
   The items and the suppliers are added to the event. Note that the price and quantity are not added from the framework tracker. You must add it manually. Ensure that you do not exceed the limits set in the framework tracker.
7. Publish the event.

   The following validations are done before the event is published:
   - The item quantity does not exceed the maximum quantity set in the framework tracker.
   - The item spend limit does not exceed the maximum spend limit set in the framework tracker.
   - Total spend limit does not exceed the maximum total spend limit set in the framework tracker.
   - This item is a part of the associated framework tracker.
   - This supplier is a part of the associated framework tracker for the corresponding item.
   - The event start date is on or after the framework tracker start date.
   - The event end date is within the framework tracker duration.

Results

The call-off event is created and is in Open state. The item quantity and spend consumption is updated in the framework tracker accordingly. For more details, see Understanding Item and Spend Consumption in Call-Off Events [page 520] .

Understanding Item and Spend Consumption in Call-Off Events

Framework Tracker acts as a repository of items, suppliers, and amount, which can be consumed by the call-off events created from the call-off projects.

Let's consider a framework tracker that has

- Items: Pen, Pencil
- Total Spend: 2000 USD
- Total Spend Buffer: 5%
- Actual Total Spend: 2100

Suppose we create an event in Call-off Project 1 with the following quantity and price of the items:

Table 11: Call-Off Project 1 Event 1

	Item	Price	Quantity	Total (Extended Price)
Published	Pen	10	20	200
Awarded		NA*	NA*	NA*
Consumption		10	20	200
Published	Pencil	5	20	100
Awarded		NA*	NA*	NA*
Consumption		5	20	100
Total		15	40	300

* NA because the event is not awarded.

After you publish the event, you can see the consumption values in the framework tracker. See column **After Call-Off Project 1, Event 1** of the table Spend and Item Consumption in Framework Tracker [page 521].

We can create multiple events out of the same call-off project. So let's create another event out of Call-off Project 1, say, **Call-off Project 1 Event 2**. In this event, let's add the item Pen twice and rename it in the event as follows:

Table 12: Call-Off Project 1 Event 2

	Item	Price	Quantity	Total (Extended Price)
Published	Red Pen	10	10	100
Awarded		NA*	NA*	NA*
Consumption		10	10	100

	Item	Price	Quantity	Total (Extended Price)
Published	Blue Pen	10	10	100
Awarded		NA*	NA*	NA*
Consumption		10	10	100
Total		20	20	200

* NA because the event is not awarded.

Now, the total item consumption for Pen from both events is 20 + 10 + 10 = 40. Whereas the total item consumption (including Pen and Pencil) is 60. See column **After Call-Off Project 1, Event 2** of the table Spend and Item Consumption in Framework Tracker [page 521].

Let's award only a portion of items published in **Call-Off Project 1 Event 2**, as follows:

Table 13: Call-Off Project 1 Event 2

	Item	Price	Quantity	Total (Extended Price)
Published	Red Pen	10	10	100
Awarded		10	5	50
Consumption		10	5	50
Published	Blue Pen	10	10	100
Awarded		10	5	50
Consumption		10	5	50
Total		20	10	100

If all the items that are published are not awarded, then the remaining items and corresponding spend is returned to the framework tracker. Therefore, the total item quantity consumption across the events is 40 + 10 = 50.

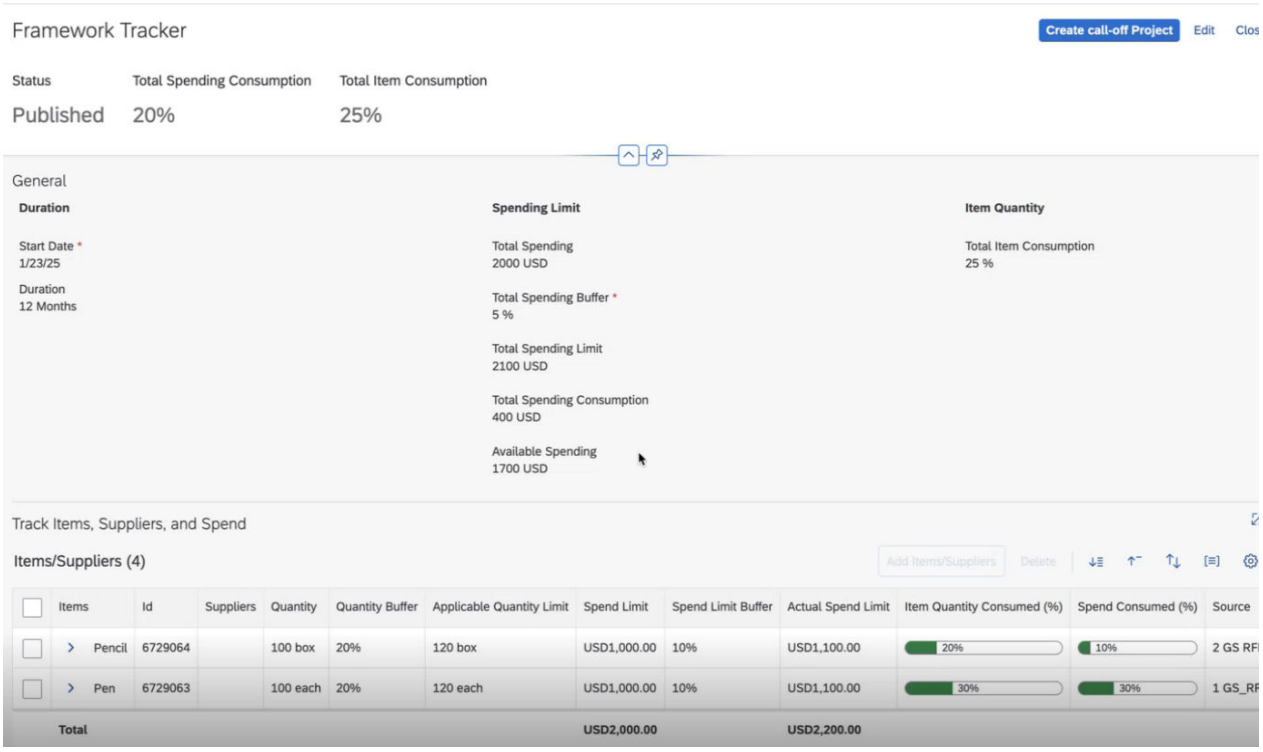
Table 14: Spend and Item Consumption in Framework Tracker

	Before Call-Off Projects	After Call-Off Project 1, Event 1	After Call-Off Project 1, Event 2	After Awarding Event 2
Total Spend	2000 USD	2000 USD	2000 USD	2000 USD
Total Spend Buffer	5%	5%	5%	5%
Actual Total Spend	2100 USD	2100 USD	2100 USD	2100 USD
Total Spend Consumed	0	300	500	400
Available Spend	2100	1800	1600	1700
Total Spending Consumption	0 %	15 %	25 %	20 %
Total Item Consumption	0 %	20 %	30 %	25 %

> **Note**
>
> - Total Spending Consumption = (Total Spend Consumed * 100) /Total Spend

- Total Item Consumption = (Total Number of Items Consumed *100)/Total Quantity
- The unit of measure is not taken into consideration to calculate item consumption.

The following image shows the framework tracker after **Call-Off Project 1 Event 2** is awarded:



You can continue to create call-off projects and events until you've consumed all items and spend or till the end of framework tracker duration.

Support for TED eForms Version 1.12 Plus

Business Details

With this feature, SAP Ariba now supports the public sector portal TED version 1.12 Plus (1.13).

ETendering administrators can configure Version 1.12 Plus of TED eForms notices when they enable eTendering for their site.

Changes to the User Interface

You can see the portal version **TED eForms v1.12 Plus** on the following pages:

- The **Enablement of eTendering** page under **ETendering Manager**.
- The **Public Sector Portal** dropdown on the guided sourcing full project template creation page.
- The **Public Sector Portal** dropdown on the **Create Guided Sourcing Project** page.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled.
- You must have the SAP Ariba e-tendering add-on for public sector.

Authorizations

To configure the TED eForms portal, you must be an eTendering Administrator. To create or edit project templates, you must be a member of the global **Template Creator** group or the Templates project's **Template Creators** team group.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PSS-311
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Enabling eTendering for TED eForms Portal

SAP Task Center Integration with SAP Ariba Contracts

Business Details

This feature enables buyers to use SAP Task Center to process approval tasks assigned to them from SAP Ariba Contracts.

A task of type **Approval** from SAP Ariba Contracts has the following details in SAP Task Center for the buyer's reference:

- **Original owner**
- **Milestone**
- **Required**
- **Contract name**
- **Owner**
- **Status**
- **Contract Version**
- **Task Status**
- **Task Owner**
- **External System Approval**
- **Task Start Date**
- **Approvers**

For information about the languages supported by SAP Task Center for tasks and task definitions coming from SAP Ariba Contracts, refer to SAP Task Center: Supported Languages.

Implementation Details

Configuration

Your administrator must enable the **Enable SAP Task Center for SAP Ariba Sourcing** (`Application.AQS.Oneinbox.IntegrateSourcingApprovalTasksWithOneinbox`) ICM parameter. For more information about the parameter, refer to Enable SAP Task Center for SAP Ariba Sourcing.

Business End User Tasks

Enabling SAP Task Center for SAP Ariba Contracts

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SCONTR-1210
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC
Area	Not Applicable

Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Customize the Prefix for the Contract ID in SAP Ariba Contracts

Business Details

This feature enables buyers to customize the contract ID prefix in SAP Ariba Contracts by replacing the default value (CW) with their preferred value.

Buyers can create a site-level configuration to automatically generate a custom prefix value and assign it to the contract ID when creating contract workspaces in SAP Ariba Contracts.

Implementation Details

General Prerequisites

To create a site-level configuration to automatically generate a custom prefix value for the contract ID, you must be a member of the **Customer Administrator** group.

> **Note**
>
> Access to this user group must be approved by SAP Ariba.

Configuration

Creating a Configuration to Derive the Custom Contract ID Prefix for Contract Workspaces

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required

Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SCONTR-1280
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Administrator

User Interface Enhancements for Managing Tasks from SAP Ariba Contracts in SAP Task Center

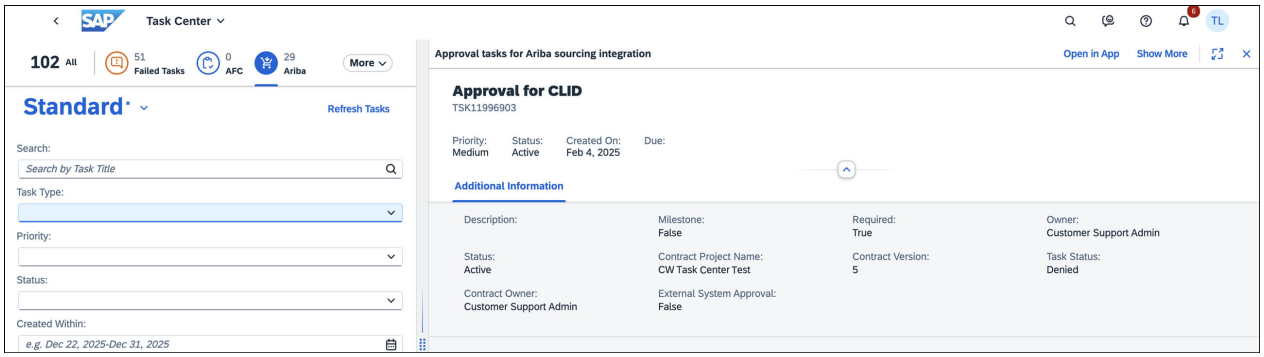
Business Details

This feature brings enhancements to the SAP Task Center user interface to better manage tasks originating from SAP Ariba Contracts. The new UI is more user-centric, utilizing the SAP Fiori design principles, which aim to improve usability, efficiency, and the overall user experience.

Buyers can review **Approval** tasks from SAP Ariba Contracts and make informed decisions based on the available details.

Changes to the User Interface

When this feature is enabled, the user interface in SAP Task Center for approval tasks from SAP Ariba Contracts appears as follows.



Implementation Details

General Prerequisites

You must enable SAP Task Center for SAP Ariba Contracts. For more information, refer to Enabling SAP Task Center for SAP Ariba Contracts.

Configuration

Your administrator must enable the **Enable the data-driven task details endpoint to display line item details in SAP Task Center** (`Application.AQS.Oneinbox.EnableDataDrivenTaskDetails`) ICM parameter. For more information, refer to Enable the data-driven task details endpoint to display line item details in SAP Task Center [page 991].

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration

Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SCONTR-1386
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

SAP Task Center Integration with SAP Ariba Contracts [page 524]
Using SAP Task Center

Enhancements to the User Interface for Managing Non-Disclosure Agreement Contracts

Business Details

This feature introduces several changes to the user interface for managing Non-Disclosure Agreement (NDA) contracts.

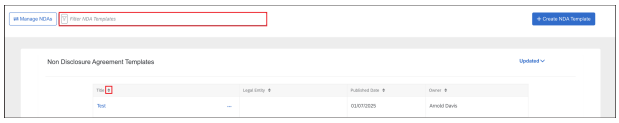
To access the new user interface for managing NDA contracts, select **Manage** > **Non Disclosure Agreement** from the main dashboard.

Changes to the User Interface

The filter bar, previously located at the top of the **Manage NDA Templates** and the **Manage NDAs** pages, is now placed inside the data table on each respective page.

The icon for sorting data with each column is changed.

There are font style changes on the **Manage NDA Templates** and the **Manage NDAs** pages to emphasize titles, default input text fields, data entries in tables, and more.

Old UI for NDA Contracts	New UI for NDA Contracts
	

Implementation Details

Authorizations

You must be a part of either the **NDA User** or the **NDA Admin User** group.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16

Reference Number	SCONTR-1395
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SC-ADM-NDA BNS-ARI-SC-SI-NDA
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Management of Non-Disclosure Agreement Contracts

Bonus-Penalty in Guided Sourcing

Business Details

This feature enables buyers or team graders to assign bonus or penalty values to supplier bids as part of the grading and scoring process to evaluate suppliers participating in a guided sourcing event.

Previously, the grading and scoring process in guided sourcing did not support the assignment of bonuses or penalties to supplier bids. Now, with the ability to assign bonus and penalty values to supplier bids, buyers can objectively analyze large scale events having a substantial number of participants and take informed decisions.

For information about the workflow for assigning bonus-penalty values to supplier responses, refer to Bonus-Penalty Workflow in Guided Sourcing.

Changes to the User Interface

- In the guided sourcing event templates, when the bidding rule **Enable scoring on participant responses** is set to **Yes**, the following rules related to the bonus-penalty feature are available:

Turn On Bonus/ Penalty	Specifies whether the bonus-penalty feature is enabled or not.
Set Bonus/Penalty Type	Specifies the type of values that buyers can enter to assign a bonus or penalty. Available values are:

- **Percentage**, to make the bonus or penalty a percentage of the competitive term value.
- **Amount**, to make the bonus or penalty a monetary amount to be added to or subtracted from the competitive term value.

Allow Team Grader to Enter a Value in Bonus/Penalty	Specifies whether a team grader is allowed to enter values for bonus and penalties.

- There are two new terms **Bonus/Penalty** and **Bonus/Penalty Adjusted** that are added to competitive items in a guided sourcing event when the event is in **Open** or **Pending Selection** state. Values for these terms are populated after the buyer reviews the bonus-penalty values assigned by team graders and provides a consensus bonus-penalty value.
- When a user selects the more actions icon (•••) in the upper-right corner of event page and selects **Event scoring options**, the following options related to the bonus-penalty feature are available:

Action	Available to..	Response
Enter Bonus/Penalty	Buyers and team graders	The **Enter Bonus or Penalty** page appears.
Consensus for Bonus/Penalty	Buyers	The **Consensus for Bonus/Penalty** page appears.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- Team grading-related settings must be configured in guided sourcing. For more information, refer to Initiating Team Grading in Guided Sourcing.

Business End User Tasks

- Configuring Bonus-Penalty in Guided Sourcing
- Assigning Bonus or Penalty Values to Supplier Bids as a Team Grader in Guided Sourcing
- Providing Consensus for Bonus-Penalty Assignments in Guided Sourcing

Technical Details

Product	SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SOURCE-1253
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Grading and Scoring in Guided Sourcing Events

View the Award Scenario PDF on the Approval for Award Page and Attach the PDF to Approval Email

Business Details

This feature enables the award approvers to view the award scenario information in a PDF file on the Approval for Award page. It also provides the option to attach this PDF to the approval for award email.

When the Approval for award task is in approval state, the award scenario PDF is available to view and download. It includes the following award details:

- Event overview
- Summary of the award scenario
- Participants awarded and the items awarded of each participant
- Details of the contents awarded for each awarded participant, including the alternatives, quantity and percentage of the content awarded, and the score (if scoring is enabled)

When an approval for award task is triggered, an email notification is sent to all the approvers. The approval task contains the rule **Attach award summary PDF to the email**. If the project owner sets this option is set to Yes, the award scenario PDF is attached to the approval for award email PDF attachments.

> **Note**
>
> - If the task has multiple versions, then each version of the task contains the PDF for the current version.
> - The PDF is available in the approver's locale in the UI and email .

Changes to the User Interface

- Award Scenarios PDF is added to the Approval for Award page.
- The rule **Attach award summary PDF to the email** is added to the approval task.

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing
- There must be at least one awarded scenario and an Approval for award task.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SOURCE-1903
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Exporting Sourcing Reports in XLSX Format

Business Details

With this feature, you can export reports in SAP Ariba Sourcing in the XLSX format. This feature applies only to reports with the export option.

By default, the reports are exported in XLS format. To export them in XLSX format, enable the parameter **Export sourcing Excel reports in XLSX format** in **Intelligent Configuration Manager**. The following reports in SAP Ariba Sourcing have only the export option, and can be exported in the XLSX format:

- Bid comparison report
- Bid history report
- Full bid data report
- Bid summary report
- Bid change report
- Scorecard excel report
- Question and terms report

- Event message board report
- Audit logs report
- Message board - full report
- Project history - full report
- Download supplier invitation
- Scenarios report
- Grader comments report
- Bids report
- Items rank report

Implementation Details

General Prerequisites

This feature is supported in the classic SAP Ariba Sourcing user interface and the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Configuration

To export them in the XLSX format, set the value of the self-service parameter **Export sourcing Excel reports in XLSX format** (`Application.AQS.useXLSXFormatForExcelReports`) to **True** in **Intelligent Configuration Manager**.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Strategic Procurement
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SOURCE-2425
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Guided Sourcing Event Reports
Event Report Tab

Allow Adding Suppliers Without Contacts to Guided Sourcing Projects

Business Details

This feature allows you to add suppliers who don't have listed contacts to guided sourcing projects and requests.

Previously, suppliers without contacts did not appear in selection fields for guided sourcing projects. Also, you could not select multiple suppliers at one time to add to custom fields in guided sourcing projects.

Now, you can add multiple suppliers at one time to custom fields, including suppliers who do not have contacts listed. This is in line with classic sourcing functionality.

Changes to the User Interface

- Suppliers without contacts are able to be added to guided sourcing projects.
- When adding suppliers to guided sourcing projects, you can select multiple at one time now.
- You can click suppliers that you have added to view their **Supplier Info** card.

Implementation Details

General Prerequisites

- You must be a member of the Category Buyer group and your site must have guided sourcing enabled.
- An administrator user must set the `Application.ACM.EnableSuppliersHeaderInSourcingProject` ICM parameter to **Yes**.
- The feature `CF-2546` must be enabled. To enable this feature, please have your Designated Support Contact log a service request. An Ariba Customer Support representative will follow up to complete the request.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SOURCE-2520
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SSS
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer

Guided Sourcing Integration with WalkMe

Business Details

With this feature, guided sourcing is integrated with WalkMe Digital Adoption Platform. You can take advantage of easy-to-understand descriptions and guidance within the guided sourcing user interface offered by WalkMe.

WalkMe is an optional capability enabled by customer administrators. With the 2508 release, SAP Ariba plans to turn it on for all customers except for those who use SAP Enable Now for custom help content. The 2508 release plans to introduce a refreshed interface.

WalkMe offers guidance for the following processes for you to try:

- Create a guided sourcing project
- Create a guided sourcing event
- Create a guided sourcing event in project
- Invite suppliers

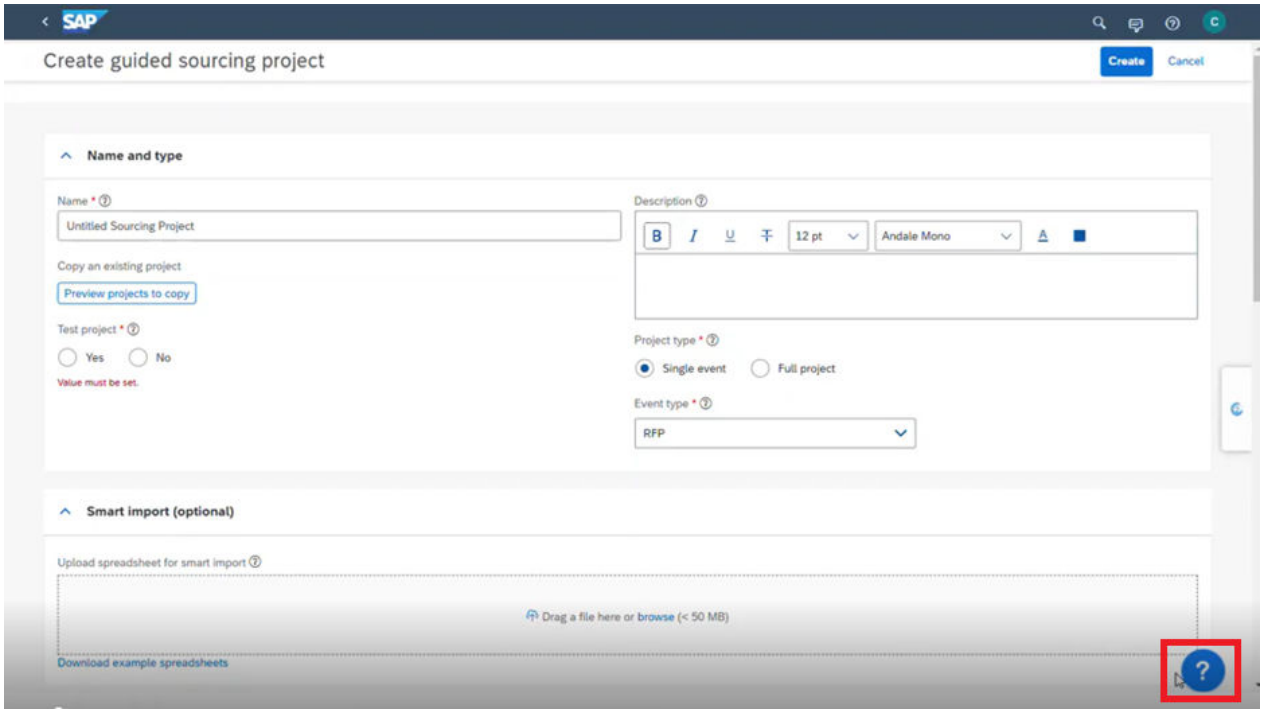
You can see the  icon at the bottom-right of the page. Clicking the icon launches the help popup that lists the guided tours available for the processes related to that page. For example, if you launch the help popup from the **Create guided sourcing project** page, then **Create a guided sourcing project** and **Create a guided sourcing event** tours are listed.

You can launch the tour for the process you need help with. The tour provides short descriptions of the main steps and walks you through the steps until you complete the process.. You can also choose to close the tour at any point.

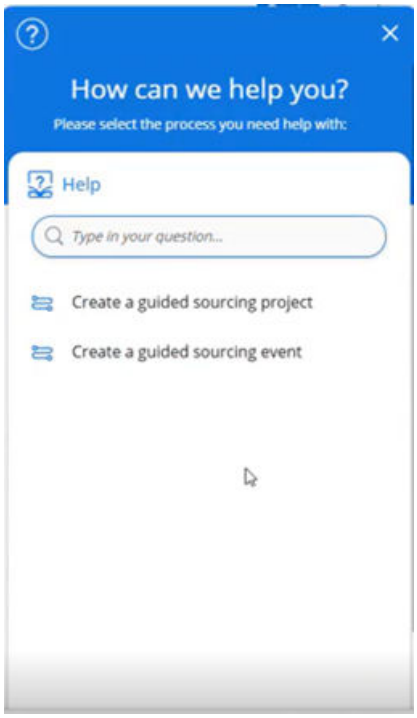
The WalkMe is currently supported in Google Chrome, Microsoft Edge, Mozilla Firefox, and Apple Safari, and the content is available in all languages supported by SAP Ariba.

Examples of the User Interface

The following image shows the WalkMe question icon at the bottom-right of the page:



The following is the help popup on the **Create guided sourcing project** page:



Implementation Details

General Prerequisites

This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Configurations

- WalkMe is disabled by default. To enable it, set the ICM parameter `Application.AQS.Minerva.WalkMeDisableDefaultContent` to No.
- Configure the ICM parameter `Application.AQS.Minerva.WalkMeCustomerSystemUrl` to specify the URL of custom WalkMe content if you have developed content using WalkMe Premium. If this parameter is empty (default), SAP WalkMe displays standard content.
- Analytics are collected by default to log the usage of WalkMe. To disable it, configure the parameter `Application.AQS.Minerva.WalkMeEnableAnalytics` to No.

Business End User Tasks

Using WalkMe Walk-Thrus [page 542]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed **Note** This feature is optional for this release. With the 2508 release, SAP Ariba plans to turn it on for all customers with a refreshed interface.
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable

Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SOURCE-2530
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SRC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Using WalkMe Walk-Thrus

This topic explains how you can use the guided tour to complete a process.

Context

The WalkMe icon () appears on the pages that are related to the processes for which WalkMe guided tours are available. The following procedure explains how you can use the tour.

Procedure

1. Click the  icon.
   The help popup appears.
2. Select the process for which you want assistance.
3. An introductory text bubble appears, with a brief description of the process.
4. Click **Next**.
5. Text bubbles with guiding text appear for the main steps of the process to assist you through the process.

   For some UI elements, such as text fields, the bubble automatically moves to the next step as soon as you finish entering the value. In other places, **Next** and **Back** navigation buttons are provided.

6. The tour ends at the end of the process. WalkMe can also suggest the next process to follow.

Specifies whether WalkMe is enabled

Specifies whether WalkMe is enabled. The default value is Yes, which means that WalkMe is disabled. To enable it, set the value to No.

ID	`Application.AQS.Minerva.WalkMeDisableDefaultContent`
Name	**Specifies whether WalkMe is enabled**
Default value	**Yes**

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

WalkMe URL for the customers customized WalkMe content in Guided Sourcing

Specifies the WalkMe URL to use the customers customized content in Guided Sourcing

ID	`Application.AQS.Minerva.WalkMeCustomerSystemUrl`
Name	**WalkMe URL for the customers customized WalkMe content in Guided Sourcing**
Default value	Not applicable

You can specify the URL of custom WalkMe content that you developed in WalkMe Premium. The URL you enter must have the form https://*.walkme.cloud.sap/*. If you don't enter anything, then the default WalkMe content will be displayed.

You must also enable the parameter `Application.AQS.Minerva.WalkMeDisableDefaultContent`.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration

Parameter Management in Intelligent Configuration Manager

Enables WalkMe analytics

Specifies to collect the WalkMe analytics.

ID	`Application.AQS.Minerva.WalkMeEnableAnalytics`
Name	**Enables WalkMe analytics**
Default value	**Yes**

Specifies whether analytics is captured for WalkMe. The default value is True, which means that analytics are captured. To disable it, set the value to False.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Ability to Mass-Inactivate Previous Questionnaire Data for Multiple Suppliers at a Time

Business Details

Previously, SAP Ariba Supplier Lifecycle and Performance allowed buyers to purge the questionnaire data of only a single supplier at a time. Now, buyers can mass-inactivate older questionnaire versions or the complete questionnaire project for multiple suppliers at a time by importing a CSV file.

For questionnaire data to be purged, the supplier first had to be inactivated and expired. Buyers couldn't selectively inactivate older questionnaire versions or the complete questionnaire project for multiple suppliers at a time. This feature is applicable only to standalone questionnaires and to questionnaires used in process qualification projects. After you import the CSV file, SAP Ariba Supplier Lifecycle and Performance inactivates all previous versions of questionnaires that are marked for inactivation in the CSV file, or inactivates the entire questionnaire project depending on your what you mark as "True" in the file.

Changes to the User Interface

The **File type** dropdown in the **Data import or export** page now includes a new file type called **Questionnaire response version info**. *inactivateCompleteQuestionnaire* and *inactivateOldQuestionnaireResponseVersion* are the two columns added for selecting data for inactivation.

Implementation Details

General Prerequisites

For SAP Ariba Supplier Information and Performance Management, this feature requires the "new architecture".

Authorizations

You must be a member of the **SM Ops Admin** group or the **Customer Administrator** group to import supplier data in **SM Administration**.

Business End User Tasks

Mass Inactivating Older Questionnaire Data for Multiple Suppliers at a Time [page 546]

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Information and Performance Management (new architecture) SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SLP-1866
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SLP
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Importing Supplier Data
Exporting Inactive Suppliers

Mass Inactivating Older Questionnaire Data for Multiple Suppliers at a Time

Use this procedure to mass inactivate older questionnaire data for several suppliers at a time in SAP Ariba Supplier Lifecycle and Performance. Export, edit, and import a CSV file to manage questionnaire data.

Context

You can mass-inactivate older questionnaire data for multiple suppliers at a time by exporting a CSV file, editing it, and importing it back into SAP Ariba Supplier Lifecycle and Performance.

Procedure

1. In the **File type** dropdown, choose **Questionnaire response version info**.
2. In the **Import** tab, export your currently available data based on when the questionnaires were created. Choose the dates in the From and To date-picker fields.

3. Click **Export**.

   A CSV file is exported to the default download folder on your computer.
4. Edit the downloaded file as explained below. The downloaded file contains the following columns:
   - **smVendorId**: The SM Vendor ID of the supplier whose previous questionnaire data you want to inactivate.
   - **questionnaireInternalId**: The workspace or project ID of the supplier.
   - **questionnaireTitle**: The title of the questionnaire whose previous data you want to inactivate.
   - **documentId**: The document ID of the questionnaire whose previous data you want to inactivate.
   - **lastSubmittedDate**: The date when the questionnaire was last submitted.
   - **inactivateOldQuestionnaireResponseVersion**: The attribute that determines if you want previous data of a questionnaire inactivated. Mark this as "True" if you want to keep the **latest** version of the questionnaire.
   - **inactivateCompleteQuestionnaire**: The attribute that determines if you want to inactivate the complete questionnaire. Mark this as "True" if you want to purge **all** the questionnaire versions.

   > ⓘ Note

   Table 15: Expected Behavior

inactivateOldQuestionnaireResponseVersion	inactivateCompleteQuestionnaire	Expected Behavior
True	True	Validation error is displayed
False	False	Validation error is displayed
True	False	"True" takes precedence; older versions of questionnaire are inactivated. Only the latest version is kept.
False	True	"True" takes precedence; complete questionnaire is inactivated.

5. Choose **Choose File** and navigate to the file you want to import.
6. Choose the encoding that the data file you want to import uses from the **Encoding Type** dropdown menu.
7. Choose **Import**.

Results

After you import the edited CSV file, SAP Ariba Supplier Lifecycle and Performance inactivates all previous versions or keeps the latest version based on your choice.

Next Steps

Choose the **Import summary** tab to view the status of your data import. If your import contains any errors, choose the **View** link to the right of the number of errors in the import to see or download error messages.

You can cancel a data import by choosing **Cancel Job**.

Related Information

Importing Supplier Data
Supplier Data File Format
Supplier Process Projects Import File Format

New User Group—SM Advanced Configuration Access

Business Details

This feature introduces a licensed user group named **SM Advanced Configuration Access** in SAP Ariba Supplier Lifecycle and Performance with authorizations for advanced administrative functions and configurations. SAP Ariba recommends that you assign the new user group to your internal users or certified partners to fully utilize the advanced self-service configuration capabilities that this user group provides.

As part of this release, seven existing supplier management features that were previously SAP-controlled, can now be enabled in your site by members of the new user group by going to **Manage** > **SM Administration** > **Configuration Parameters**. Note that members of existing groups such as **Customer Administrator** or **SM Ops Administrator** can also separately enable these parameters.

> **Note**
>
> Users in your organization can be assigned to the new group only by a **Customer Administrator**.

Members of the new user group have access to administrative and configuration tasks only under **SM Administration**, which is a collection of actions for managing functionalities related to suppliers. These actions can include importing supplier data, setting configuration parameters, configuring supplier data integration, and so on.

Members of the new user group can't place internal supplier requests if that's the only group they are assigned to. To be able to place supplier requests, members of the new user group must also be members of the group **Supplier Request Manager** or **SM Ops Administrator**. Similarly, to be able to create registration, qualification, or disqualification projects, members of the new user group must also be members of the relevant user groups (such as **Supplier Registration Manager** or **SM Ops Administrator**) that can create such projects.

SM Administration Tasks Accessible by the New Group:

In general, the tasks that are available in **SM Administration** depend on your organization's SAP Ariba solution package, the features that are currently enabled in your site, and your user permissions.

The following table describes tasks that are accessible by the new user group:

Table 16: SM Administration Tasks Accessible by the New Group

Task	Description	For More Information, Refer to..
Data import or export	Import and export supplier-related data.	Data Imports for Supplier and Supplier-Related Data.
Default field values	Set default field values to meet ERP requirements.	Setting Default Values for Vendor Database Fields.

Task	Description	For More Information, Refer to..
ERP Integration	Configure integration with an SAP ERP system.	Setting Up Initial Supplier Data Synchronization to the ERP System.
Integration status	Monitor inbound and outbound integration messages and troubleshoot errors.	Viewing and Managing Supplier Data Integration Messages
Mass invite	Onboard large numbers of suppliers at once by issuing mass registration invitations.	Mass Registration Invitations for Suppliers.
Questionnaires	Import external registration questionnaire data.	Importing Supplier Registration Questionnaires.
Inactive Suppliers	Inactivate or reactivate suppliers.	Supplier Inactivation and Reactivation.
Auto migration	Automatically migrate supplier organizations and supplier profile questionnaires.	Migrating Suppliers to the Unified Vendor Model.
Cancel qualification	Cancel in-progress qualification projects.	Canceling an In-Progress Supplier Qualification Project.
Template upgrade	Upgrade supplier registration or modular questionnaire projects to the latest template version.	How Registration and Modular Questionnaire Template Upgrade Works.
Config	Configure Dun & Bradstreet integration. **Note** The **Config** task is visible in your site only if an administrator in your organization configures the feature with your Dun & Bradstreet Data Integration Toolkit user ID and password.	Dun & Bradstreet Integration with SAP Ariba Supplier Lifecycle and Performance.
Advanced view configuration	Manage access to project advanced view by project type and control which permissions allow advanced view access.	Managing Access to the Advanced View of Supplier Management Projects.
Reports	Download vendor onboarding reports. This vendor onboarding report is also available as a supplier data snapshot. **Note** This option is visible only if **SM Reports** is enabled in **SM Administration** > **Feature control**.	Creating a Supplier Data Snapshot.

Task	Description	For More Information, Refer to..
Config Fields	Specify fields to be included in the Supplier Data API with Pagination data export. → Remember This option is visible only if **Configurable data fields** is enabled in **SM Administration** > **Feature control**.	Configuring Export Fields for the Supplier Data API with Pagination
Service Admin	Authorize access to Supplier Data API with Pagination clients using v3 or below of the API. v3 is deprecated, and client applications using later versions of the API can use `realm` query parameters to authorize access.	Supplier Data API with Pagination.
Configuration Parameters	Manage configuration parameters for supplier-related features and functions.	Managing Configuration Parameters in Supplier Administration.

Group Licensing Information

Any user who belongs to the new user group **SM Advanced Configuration Access** is counted as a licensed user in SAP Ariba Supplier Lifecycle and Performance. Therefore, members of this group require paid licensing.

> ⓘ Note
>
> Subscriptions in SAP Ariba strategic sourcing solutions include a specific number of licensed users. Team members are not counted as licensed users. Group membership determines whether a user is considered a chargeable user or a team member.

Changes to the User Interface

- The new user group **SM Advanced Configuration Access** is now displayed in the **Users - Add or Remove Groups For User** dialog box, which is displayed when customer administrators create or edit users or groups.
- If a user is assigned to the user group **SM Advanced Configuration Access** alone (and not to any other group that has access to the **Create** menu), they won't be able to access the **Create** menu on the Supplier Management home page.
- The only menu item under **Manage** that can be viewed and accessed by users assigned to the new group alone is **SM Administration**. The **Administration** menu option under **Manage** is inaccessible to users who are assigned to the new group alone.

Implementation Details

Configuration

Some of the functionality for supplier management is controlled by self-service configuration parameters in **Manage** > **SM Administration** > **Configuration Parameters**, which members of the **Customer Administrator**

and **SM Ops Administrator** groups can set. Now, this feature adds the following new configuration parameters. Members of the new user group **SM Advanced Configuration Access** can also set the desired parameters here.

Table 17: Configuration Parameters in SM Administration

Parameter Category	Parameter Name	Default Setting	Description
Feature enablement	**Application.SM.Vendor.EnableSupplierFullName**	**False**	Adds a supplier full name field with a default length of 140 characters. The value in this field shows in the user interface of SAP Ariba applications and is split into the four individual name fields for integration. → Remember Enabling or disabling this parameter requires a corresponding change to SM-14213: Enable supplier full name [page 897] in **Intelligent Configuration Manager**. Always enable or disable both together.
Feature enablement	**Application.SM.Bank.HideSWIFTCodeinBankAccountQuestions**	**False**	Enables hiding of **SWIFT Code** in **Bank Account** questions. → Remember Enabling or disabling this parameter requires a corresponding change to SM-28926: Enable hiding of Swift Code in Bank Account questions [page 901] in **Intelligent Configuration Manager**. Always enable or disable both together.

Parameter Category	Parameter Name	Default Setting	Description
Feature enablement	**Application.SM.Registration.EnableCustomSendersforSupplierRegistrationInvitations**	**False**	Enables registration managers to choose requesters for supplier registrations and shows the requester as the sender in registration invitations. → Remember Enabling or disabling this parameter requires a corresponding change to SM-20904 : Enable custom senders for supplier registration invitations [page 899] in **Intelligent Configuration Manager**. Always enable or disable both together.
Feature enablement	**Application.SM.Contact.EnableSupplierContactNameDisplayWithFamilyNameFirst**	**False**	Displays supplier contact names in reverse order, with family name first, then middle name (if any), then first name, in the user interface and email notifications. → Remember Enabling or disabling this parameter requires a corresponding change to SM-15622: Enable supplier contact name display with family name first [page 899] in **Intelligent Configuration Manager**. Always enable or disable both together.

Parameter Category	Parameter Name	Default Setting	Description
Feature enablement	**Application.SM.SupplierRequest.EnableExternalValidationofSupplierCreation**	**False**	Enables a final validation of supplier requests in an integrated SAP MDG(S) system before supplier creation. → Remember Enabling or disabling this parameter requires a corresponding change to SM-5694: Enable external validation of supplier creation [page 895] in **Intelligent Configuration Manager**. Always enable or disable both together.
Feature enablement	**Application.SM.SupplierRequest.EnableBusinessUnitSpecificNotificationsForExternalSupplierRequests**	**False**	Enables display of business unit (department) name rather than the buyer organization's name in the external supplier request and in related notifications to suppliers and approvers. → Remember Enabling or disabling this parameter requires a corresponding change to SM-6380: Enable business unit-specific notifications for external supplier requests [page 895] in **Intelligent Configuration Manager**. Always enable or disable both together.

Parameter Category	Parameter Name	Default Setting	Description
Feature enablement	**Application.SM.Registration.EnableStatusTrackerForRegistrationInvitations**	**False**	Enables a status tracker for email invitations for supplier registration, which shows when invitations are sent, opened, or bounced. → Remember Enabling or disabling this parameter requires a corresponding change to SM-5116: Enable status tracker for registration invitations [page 893] in **Intelligent Configuration Manager**. Always enable or disable both together.

Effects on Existing Data

Availability of the New User Group

The new user group **SM Advanced Configuration Access** is available in your site only if you have an active SAP Ariba Supplier Lifecycle and Performance entitlement.

Table 18: Availability of the New User Group

Entitlement	SM Advanced Configuration Access Available?
Only SAP Ariba Supplier Lifecycle and Performance	**Yes**
Only SAP Ariba Supplier Risk	No
Only SAP Ariba Supplier Information and Performance Management (new architecture)	No
SAP Ariba Supplier Lifecycle and Performance with SAP Ariba Supplier Risk	**Yes**

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	App
Functional Localization	Not Applicable
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SLP-2101
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-SLP
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Supplier Management User Groups
Group Licensing Reference
Self-Service Site Configuration Parameters for Supplier Management in Intelligent Configuration Manager
Self-Service Site Configuration Parameters in Supplier Administration
Strategic Sourcing and Supplier Management Group Description Table
Intelligent Configuration Manager Parameters Reference
Audit Information in Intelligent Configuration Manager

Ability to Purge Inactivated Modular Questionnaire Data

Business Details

This feature enables the users to select the data to purge older questionnaire templates for multiple suppliers. This functionality is essential for removing unwanted versions of questionnaire.

This feature gives you two options :

- Keep the latest version active while making all previous versions eligible for date-based purging.
- To purge complete modular questionnaire with all it versions

The purge operation deletes older versions marked as inactive from the system.

Implementation Details

General Prerequisites

For SAP Ariba Supplier Information and Performance Management, this feature requires the "new architecture" .

If the status is *Approved*, *Denied*, *Expired*, *Expiring*, you cannot proceed with deactivation.

Business End User Tasks

In order to inactivate the questionnaire :

1. Download the file.
2. Mark the column inactivateOldQuestionnaireResponseVersion to TRUE in order to keep the latest version of the questionnaire OR Mark the column `inactivateCompleteQuestionnaire` to TRUE in order to purge all the questionnaire versions.
3. After making the columns inactive and importing the file, The records are now ready for the date based purge operation.
   For more information on how date-based purge works, see Transaction Data Purge Criteria for SAP Ariba Supplier Lifecycle and Performance and SAP Ariba Supplier Information and Performance Management (New Architecture)
4. If all the modular questionnaires in a process have been purged, the process should be canceled.
   For more information on how to cancel a process, see Supplier Process Projects Import File Format

You can choose to keep the latest version of the questionnaire or inactivate all versions. Please note that you can only perform one operation at a time.

> **Note**
>
> You can select up to 1,000 records at a time for data import to inactivate them.

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Information and Performance Management SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	Not Applicable
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SLP-2207
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related features: *SLP-2223*

Related Information

Ability to Mass-Inactivate Previous Questionnaire Data for Multiple Suppliers at a Time [page 544]

Transaction Data Purge Criteria for SAP Ariba Supplier Lifecycle and Performance and SAP Ariba Supplier Information and Performance Management (New Architecture)

Supplier Process Projects Import File Format

Enhancements to the Toolkit Functionality in SAP Ariba Category Management

Business Details

This feature improves the toolkit functionality by allowing you to copy, compare, and delete **Market Dynamics** and **Cost Structure** tool documents, offering greater flexibility and ease in managing these documents. With this feature you can filter tool documents by selecting multiple values for category, region, and business units. Additionally, the toolkit functionality has been moved from the **Develop Strategy and Plan** app to a separate **Toolkit** app on the SAP Ariba Category Management launchpad. The new **Toolkit** app consolidates the **Cost Structure** and **Market Dynamics** tool documents, which were previously part of the toolkit functionality in the **Develop Strategy and Plan** app.

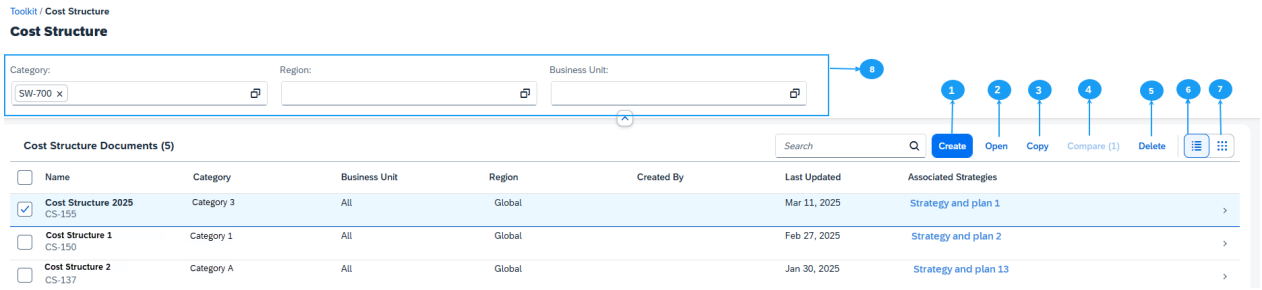
Changes to the User Interface

SAP Ariba Category Management Launchpad:

The SAP Ariba Category Management launchpad now has a new **Toolkit** app, which consolidates the **Cost Structure** and **Market Dynamics** tool documents. Previously, the toolkit functionality was available within the **Develop Strategy and Plan** app.

Toolkit app:

The following image shows the user interface of the new **Toolkit** app:



Item	UI Element	Description
1	**Create**	Create a **Cost Structure** or **Market Dynamics** tool document.
2	**Open**	Select a tool document to view the details.
3	**Copy**	Copy an existing tool document to start your analysis.
4	**Compare**	Compare a maximum of up to 5 documents at a time to evaluate differences across categories, regions, and business units.
5	**Delete**	Delete one or more documents that you selected.
6	Switch to list view (☰)	Use this icon to view the tool documents as a list in the table.
7	Switch to grid view (⋮⋮⋮)	Use this icon to view the tool documents in a grid view for easy access and management.

Item	UI Element	Description
8	Filter bar	Filter tool documents by selecting multiple values for category, region, and business units.

Implementation Details

General Prerequisites

- You must have the **Category Management Viewer** role collection or user group to access the **Toolkit** app.
- You must have the **Category Manager** role collection or user group assigned, along with the necessary permissions to create, copy, and delete tool documents.
- You must have the **Category Management Viewer** role collection or user group assigned to view and compare the tool documents.
- You can't view the tool documents for categories with restricted access.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-417

Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Cost Structure
Market Dynamics

Integration of Spend Data in SAP Ariba Category Management

Business Details

This feature allows you to integrate spend data into SAP Ariba Category Management using either SAP Spend Control Tower or the spend data sync capability. Choose the appropriate option based on your license. If you have an active SAP Spend Control Tower license, you must use SAP Spend Control Tower for the spend integration. If not, you can use the spend data sync capability instead.

- **SAP Spend Control Tower:** SAP Spend Control Tower is an analytical solution built on SAP Business Technology Platform (SAP BTP) that provides a comprehensive view of total spend across your organization. It enables you to enrich and load your organization's spend data into SAP Ariba Category Management via the procurement data warehouse. The solution features customizable dashboards for tracking suppliers, spend categories, and business units. It also identifies opportunities for savings, compliance, and efficiency, integrates with SAP S/4HANA, SAP ECC, and third-party apps, and uses machine learning for spend classification and supplier matching, with support for multiple currencies and languages. Use this option if you have an active license for SAP Spend Control Tower. See Getting Started with SAP Spend Control Tower.
- **Spend data sync capability**: The spend data sync capability provides a limited set of SAP Spend Control Tower functionality as part of your active SAP Ariba Category Management license. It is not intended for users with an active SAP Spend Control Tower license. You can use the spend data sync capability to load your organization's clean, enriched, and classified spend data into SAP Ariba Category Management via the procurement data warehouse. It also enables you to load currency conversion data and a custom taxonomy code list, and provides error logging, validation, and SAP Analytics Cloud dashboards. See Spend Data Sync Capability [page 573].

> **Note**
>
> - Do not use this option if you have an active license for SAP Spend Control Tower.
> - This capability replaces the previous method of loading spend data using the spend data loader application.

Additional Details:

The spend data integration uses the spend taxonomy from spend data sync or SAP Spend Control Tower, providing a comprehensive product classification system for category management. Category managers can then map the spend taxonomy codes to their categories, enhancing strategic management.

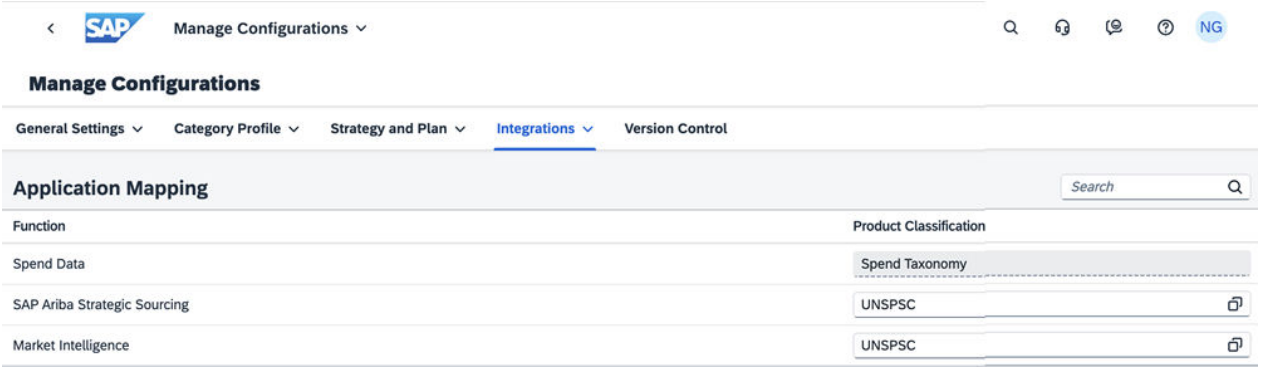
This feature eliminates the need to manually create a target system for intelligent opportunity analyzer on SAP Cloud Identity Services, as well as an SAP BTP destination for the Category Management API service, which was previously required for setting up the intelligent opportunity analyzer in SAP Ariba Category Management. Instead, SAP now automatically manages this process as part of the procurement data warehouse case handling.

It feature also eliminates the need to configure the dimension filter for region for each spend card from the **Manage Configurations** > **Integrations** > **UI Card Mapping** page.

Changes to the User Interface

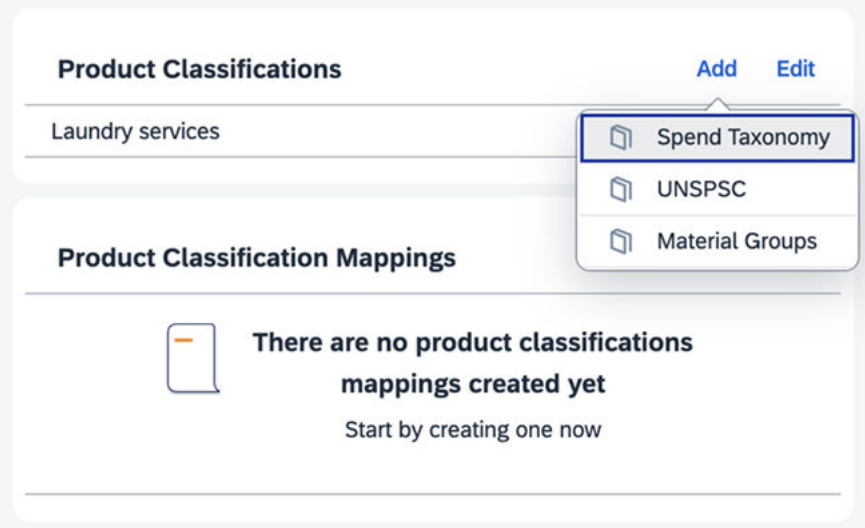
Manage Configurations app:

The spend data function in the **Manage Configurations** > **Integrations** > **Application Mapping** page of SAP Ariba Category Management is set to **Spend Taxonomy** by default, and the field is non-editable:



Manage Taxonomy app:

A new dropdown option, **Spend Taxonomy**, is now available when you click the **Add** button in the **Product Classifications** section of the **Manage Taxonomy** app. For spend data, you must use the spend taxonomy codes to map them to your categories:



Implementation Details

General Prerequisites

- You must have the category management administrator role to assign spend taxonomy codes to categories on the **Manage Taxonomy** app.

Configuration

Your IT administrator must have completed the required configurations for spend data integration by using either the SAP Spend Control Tower or spend data sync capability. For more information, see Spend Data Integration Methods [page 563].

Business End User Tasks

Category management administrators can assign the spend taxonomy product classification codes to categories. For more information, see Adding Mapping for Purchasing Categories.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-418
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Spend Data Integration Methods

Review the configuration process for spend data integration in SAP Ariba Category Management.

SAP Spend Control Tower:

If you have an active license for SAP Spend Control Tower, follow these configuration steps to integrate spend data into SAP Ariba Category Management:

Step	Step	Application	More Information
1	Complete the onboarding steps for SAP Spend Control Tower.	SAP for Me	Provisioning and Manage Users
2	Complete the procurement data warehouse setup.	SAP Ariba Category Management	Procurement Data Warehouse Setup for Spend Data from SAP Spend Control Tower or Spend Data Sync Capability [page 564]

Step	Step	Application	More Information
3	Configure the application settings for SAP Spend Control Tower.	SAP Spend Control Tower	Configure System Settings
4	Load spend data into SAP Spend Control Tower.	SAP Spend Control Tower	Manage File Uploads

For more information, see Getting Started with SAP Spend Control Tower.

Spend data sync:

If you do not have an active license for SAP Spend Control Tower, follow these configuration steps to integrate spend data into SAP Ariba Category Management using the spend data sync capability:

Step	Step	Application	More Information
1	Complete the onboarding steps for spend data sync.	SAP for Me	Onboarding Spend Data Sync [page 580]
2	Complete the procurement data warehouse setup.	SAP Ariba Category Management	Procurement Data Warehouse Setup for Spend Data from SAP Spend Control Tower or Spend Data Sync Capability [page 564]
3	Configure the application settings for spend data sync.	Spend data sync	Configuring System Settings for Spend Data Sync [page 584]
4	Load spend data into spend data sync.	Spend data sync	Loading Spend Data Using Spend Data Sync [page 591]

For more information, see Spend Data Sync Capability [page 573].

Procurement Data Warehouse Setup for Spend Data from SAP Spend Control Tower or Spend Data Sync Capability

The procurement data warehouse serves as the source system for the spend data essential for representing the spend aspects of purchasing categories configured within SAP Ariba Category Management. With the SAP Spend Control Tower or spend data sync capability, SAP Ariba Category Management can now seamlessly consume spend data from spend data sync via the procurement data warehouse.

To fully leverage this, you must enable the procurement data warehouse, onboard SAP Spend Control Tower or spend data sync, set up SAP Spend Control Tower or spend data sync, and load the relevant spend data into SAP Spend Control Tower or spend data sync. This will allow the spend data to be transferred into the procurement data warehouse for analysis and reporting.

Before proceeding with the setup, ensure to have completed the following:

- Obtained a license for the SAP Ariba Category Management solution. If you haven't done so yet, contact your account executive.

- Provisioned the SAP Spend Control Tower tenant using SAP for Me. For more information, see Provisioning SAP Spend Control Tower from SAP for Me.
- Provisioned the SAP Ariba Category Management tenant using SAP for Me. For more information, see Provisioning SAP Ariba Category Management from SAP for Me.

> ⚠ Caution
>
> While provisioning SAP Ariba Category Management, make sure to use the same SAP Cloud Identity Services tenant that was used for SAP Spend Control Tower tenant provisioning.

- Completed the SAP Master Data Integration setup process. For more information, see Master Data Integration.

The next step is to establish a connection between SAP Ariba Category Management and the procurement data warehouse. This integration allows seamless data synchronization. To initiate this setup, your site administrator will need to complete the following configuration steps:

Step	Step	More Information
1	Create a case with the component **S2P-CATM** to establish a connection to the procurement data warehouse.	Creating a Case to Enable Procurement Data Warehouse **Note** When provisioning is completed, SAP informs you to complete user role assignment and user provisioning for the SAP Analytics Cloud tenant connected to the procurement data warehouse. Wait to receive a confirmation on the enablement of procurement data warehouse before proceeding with the next steps of the configuration for procurement data warehouse. It might take up to 5 business days to complete the enablement of procurement data warehouse.
2	Provision users from Identity Authentication Service to SAP Analytics Cloud.	Provisioning Users from Identity Authentication Service to SAP Analytics Cloud [page 567]

Creating a Case to Enable Procurement Data Warehouse

Enable the procurement data warehouse tenant to use with SAP Ariba Category Management.

Prerequisites

You must have completed the SAP Master Data Integration setup and obtained the access credentials such as **url**, **uri**, **clientid**, and **clientsecret** for the SAP Master Data Integration kernel service subaccount. For more information, see Master Data Integration.

Context

The procurement data warehouse tenant serves as a repository for both spend data and purchasing category master data. The purchasing category master data is published from SAP Ariba Category Management to the procurement data warehouse, while spend data is uploaded from spend data sync to the procurement data warehouse. For more information, see Spend Data Sync Capability Scenarios.

SAP Ariba Category Management utilizes the spend data stored in the procurement data warehouse to visualize category-specific spend information through spend profile charts and SAP Analytics Cloud story dashboards. The spend data is also used to provide recommended opportunities for purchasing categories.

Procedure

1. Create a case with the component `S2P-CATM` to establish a connection to the procurement data warehouse.
2. Provide the following access credentials details that you obtained during the SAP Master Data Integration setup process:
   - **url**
   - **uri**
   - **clientid**
   - **clientsecret**

   You can also attach the service key file to the case. If you do, ensure to mark the file as **confidential**.
3. Submit the request.

Results

A support representative follows up to complete the request.

After providing all the required information, you must wait to receive a confirmation on the enablement of procurement data warehouse before you proceed with the next step. It might take up to 5 business days to complete the enablement of procurement data warehouse. Once the procurement data warehouse is enabled, SAP will provide further instructions on proceeding with the setup. This includes tasks such as configuring user replication for SAP Analytics Cloud embedded in the procurement data warehouse tenant and uploading spend data through spend data sync.

Next Steps

Provisioning Users from Identity Authentication Service to SAP Analytics Cloud

Provisioning Users from Identity Authentication Service to SAP Analytics Cloud

After the procurement data warehouse is enabled, you need to provision users from your source Identity Authentication service to SAP Analytics Cloud tenant connected to the procurement data warehouse tenant. This setup enables SAP Ariba Category Management users to log in to SAP Analytics Cloud and access SAP Ariba Category Management and intelligent opportunity analyzer dashboards such as the category profile and supplier fragmentation dashboards via single sign-on (SSO).

Prerequisites

- You must have received a notification from SAP on the enablement of procurement data warehouse.
- You must have received the **SAC URL**, **SAC oAuth Token URL**, **Client ID**, and **Secret** from SAP after the enablement of procurement data warehouse.

Context

Create a single SAP Analytics Cloud target shared by both SAP Ariba Category Management and SAP Spend Control Tower. If a target already exists for either solution, do not create a new one for the other to avoid duplication and maintain a consistent setup.

Additionally, when replicating users from Identity Authentication service to the SAP Analytics Cloud tenant, ensure the username field is populated for all users. Usernames must not be blank or contain special characters, as SAP Analytics Cloud does not accept them.

Procedure

1. Access the SAP Cloud Identity Services UI.
2. Set up SAP Analytics Cloud as a target system in Identity Provisioning.
   a. From the Identity Provisioning UI, select **Target Systems** from the **Identity Provisioning** dropdown menu.
   b. Click **Add** in the left panel, and select the **Details** tab.
   c. On the **Details** tab, enter the following information:

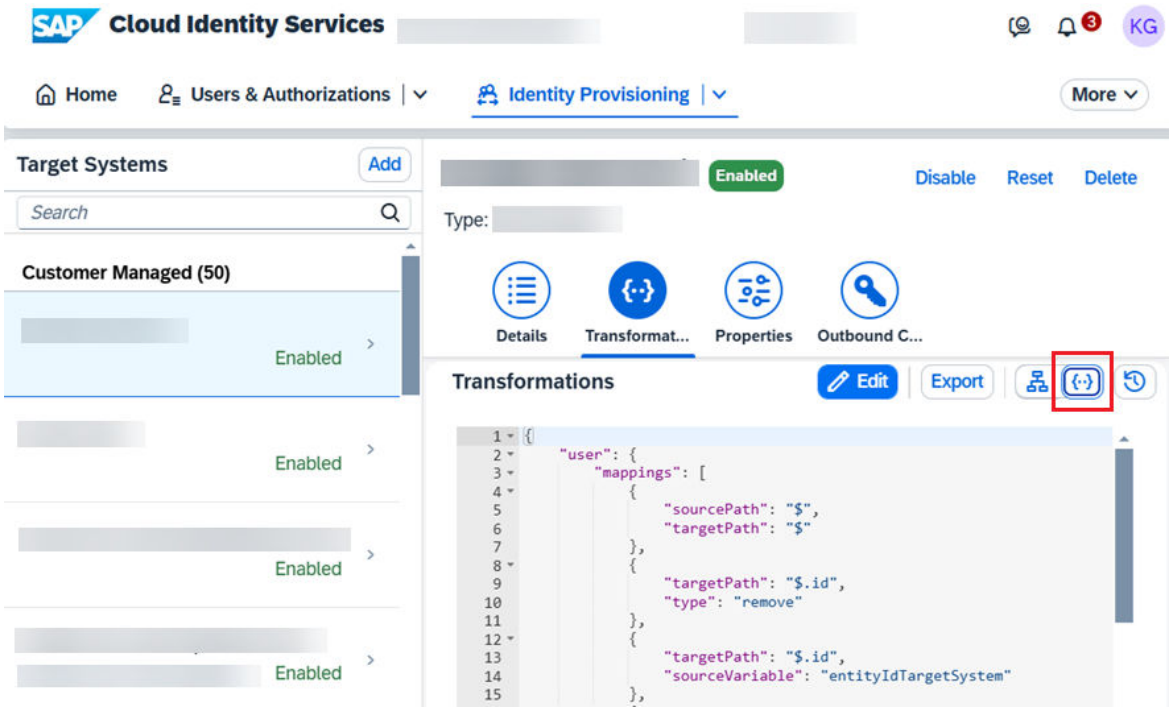
Property Name	Value
Type	Select **SAP Analytics Cloud**.
System Name	Enter a name for the system.
Source Systems	Select the source system name that you created in Identity Provisioning.

   d. Select the **Properties** tab, and add the following properties by selecting **Add** > **Standard**:

Property Name	Value
Type	**`HTTP`**
ProxyType	**`Internet`**
URL	Enter the **SAC URL** provided by SAP.
Authentication	**`BasicAuthentication`**
OAuth2TokenServiceURL	Enter the **SAC oAuth Token URL** provided by SAP.
User	Enter the **Client ID** provided by SAP.
Password	Enter the **Secret** provided by SAP. To add a password, you must select **Add Credential**.
sac.api.version	2
sac.group.prefix	Enter **SAP_PDW_Ariba_CATMAN**
sac.api.csrf.protection	enabled
sac.user.unique.attribute	userName

For more information, see target instructions for SAP Analytics Cloud in the SAP Cloud Identity Services - Identity Provisioning guide.

3. Set up a transformation in SAP Cloud Identity Service – Identity Provisioning to ensure users are assigned to the correct group in SAP Analytics Cloud, enabling access to the SAP Ariba Category Management dashboards.
   a. From the Identity Provisioning UI, select **Target Systems** from the **Identity Provisioning** dropdown menu.
   b. Search and select the SAP Analytics Cloud target system in the left panel.
   c. Select the **Transformations** tab, and click **Edit**.
   d. Click the **Switch to JSON editor** icon.



e. Click **Edit**.

f. Add or replace the mapping with the following:

```
...
{
    "user": {
        "condition": "($.emails[0].value EMPTY false) &&
isValidEmail($.emails[0].value)",
        "mappings": [
            {
                "constant": [
                    "urn:sap:params:scim:schemas:extension:sac:2.0:user-
custom-parameters",
                    "urn:ietf:params:scim:schemas:core:2.0:User",

"urn:ietf:params:scim:schemas:extension:enterprise:2.0:User"
                ],
                "targetPath": "$.schemas"
            },
            {
                "sourceVariable": "entityIdTargetSystem",
                "targetPath": "$.id"
            },
            {
                "sourcePath": "$.emails[0].value",
                "targetPath": "$.userName",
                "functions": [
                    {
                        "function": "replaceAllString",
                        "regex": "\\.",
                        "replacement": ""
                    },
                    {
                        "function": "replaceAllString",
                        "regex": "^([^@]{1,20}).*",
                        "replacement": "$1"
                    }
                ]
            },
```

```
            {
                "sourcePath": "$.name.givenName",
                "optional": true,
                "targetPath": "$.name.givenName"
            },
            {
                "sourcePath": "$.name.middleName",
                "optional": true,
                "targetPath": "$.name.middleName"
            },
            {
                "sourcePath": "$.name.familyName",
                "optional": true,
                "targetPath": "$.name.familyName"
            },
            {
                "sourcePath": "$.displayName",
                "optional": true,
                "targetPath": "$.displayName"
            },
            {
                "sourcePath": "$.externalId",
                "optional": true,
                "targetPath": "$.externalId"
            },
            {
                "sourcePath": "$.active",
                "optional": true,
                "targetPath": "$.active"
            },
            {
                "sourcePath": "$.emails",
                "preserveArrayWithSingleElement": true,
                "targetPath": "$.emails"
            },
            {
                "condition": "$.emails[0].length() > 0",
                "constant": true,
                "targetPath": "$.emails[0].primary"
            },
            {
                "constant": "PROFILE:sap.epm:Embedded_BI_User",
                "targetPath": "$.roles[0].value"
            },
            {
                "constant": "PROFILE:sap.epm:Embedded_BI_Content_Viewer",
                "targetPath": "$.roles[1].value"
            },
            {
                "sourcePath": "$.groups[*].value",
                "preserveArrayWithSingleElement": true,
                "optional": true,
                "targetPath": "$.groups[?(@.value)]",
                "functions": [
                    {
                        "function": "resolveEntityIds",
                        "entityType": "group"
                    }
                ]
            },
            {
                "sourcePath": "$
['urn:sap:params:scim:schemas:extension:sac:2.0:user-custom-parameters']",
                "optional": true,
                "targetPath": "$
['urn:sap:params:scim:schemas:extension:sac:2.0:user-custom-parameters']"
            },
            {
```

```
                "sourcePath": "$.emails[0].value",
                "optional": true,

"targetPath": "$['urn:sap:params:scim:schemas:extension:sac:2.0:user-custom-
parameters']['idpUserId']"
            },
            {
                "condition": "$.emails[?(@.primary == true)].value != []",
                "sourcePath": "$.emails[?(@.primary == true)].value",
                "preserveArrayWithSingleElement": false,
                "optional": true,

"targetPath": "$['urn:sap:params:scim:schemas:extension:sac:2.0:user-custom-
parameters']['idpUserId']"
            },
            {

"sourcePath": "$['urn:sap:params:scim:schemas:extension:sac:2.0:user-custom-
parameters']['idpUserId']",
                "optional": true,

"targetPath": "$['urn:sap:params:scim:schemas:extension:sac:2.0:user-custom-
parameters']['idpUserId']"
            },
            {

"sourcePath": "$['urn:ietf:params:scim:schemas:extension:enterprise:2.0:User']
['manager']['value']",
                "optional": true,

"targetPath": "$['urn:ietf:params:scim:schemas:extension:enterprise:2.0:User']
['manager']['value']",
                "functions": [
                    {
                        "function": "resolveEntityIds"
                    }
                ]
            }
        ]
    },
    "group": {
        "condition": "('%sac.group.prefix%' === 'null') || ($.displayName =~ /
%sac.group.prefix%.*/)",
        "mappings": [
            {
                "constant": [
                    "urn:ietf:params:scim:schemas:core:2.0:Group",
                    "urn:sap:params:scim:schemas:extension:sac:2.0:group-
roles",
                    "urn:sap:params:scim:schemas:extension:sac:2.0:group-
custom-parameters"
                ],
                "targetPath": "$.schemas"
            },
            {
                "sourceVariable": "entityIdTargetSystem",
                "targetPath": "$.id"
            },
            {
                "sourcePath": "$.displayName",
                "targetPath": "$.id",
                "scope": "createEntity"
            },
            {
                "sourcePath": "$.displayName",
                "targetPath": "$.displayName"
            },
            {
```

```
                "sourcePath": "$.externalId",
                "optional": true,
                "targetPath": "$.externalId"
            },
            {
                "sourcePath": "$.roles",
                "preserveArrayWithSingleElement": true,
                "optional": true,
                "targetPath": "$.roles"
            },
            {
                "sourcePath": "$.members[*].value",
                "preserveArrayWithSingleElement": true,
                "optional": true,
                "targetPath": "$.members[?(@.value)]",
                "functions": [
                    {
                        "function": "resolveEntityIds",
                        "entityType": "user"
                    }
                ]
            },
            {
                "sourcePath": "$
['urn:sap:params:scim:schemas:extension:sac:2.0:group-roles']",
                "optional": true,
                "targetPath": "$
['urn:sap:params:scim:schemas:extension:sac:2.0:group-roles']"
            },
            {
                "sourcePath": "$
['urn:sap:params:scim:schemas:extension:sac:2.0:group-custom-parameters']",
                "optional": true,
                "targetPath": "$
['urn:sap:params:scim:schemas:extension:sac:2.0:group-custom-parameters']"
            },
            {
                "sourcePath": "$
['urn:sap:cloud:scim:schemas:extension:custom:2.0:Group']['description']",
                "optional": true,

"targetPath": "$['urn:sap:params:scim:schemas:extension:sac:2.0:group-custom-
parameters']['description']"
            }
        ]
    }
}
```

For information about editing transformations in Identity Provisioning, see Managing Transformations.

g. Save your changes.

4. Start an identity provisioning job. Additionally, set a schedule to run the **Read Job**.

   a. From the Identity Provisioning UI, select **Identity Provisioning** > **Source Systems**.
   b. Select the SAP initiated source system in the left panel.
   c. Select **Jobs** in the right panel.
   d. Click **Run Now** for the **Resync Job** type.

      Additionally, set a schedule to run the **Read Job** as follows:

      1. Click **Schedule** available for the **Read Job**.
      2. Specify the time in the **Job Scheduler** popup.
      3. Click **Save**.

   e. Select **Identity Provisioning** > **Provisioning Logs** to verify the status of the job.

f. Click the specific log to view the job execution details.

For more information, see Start and Stop Provisioning Jobs in the SAP Cloud Identity Services - Identity Provisioning guide.

Publishing Spend Data to Procurement Data Warehouse

SAP Ariba Category Management consumes spend data from either the SAP Spend Control Tower or the spend data sync through procurement data warehouse for spend analytics.

Spend Data from SAP Spend Control Tower

SAP Spend Control Tower is an analytical application built on the SAP Business Technology Platform (BTP), offering an enterprise-wide view of total spend. If you have an active license for SAP Spend Control Tower, you should use this application for integrating spend data into SAP Ariba Category Management.

You can directly publish the enriched spend data from SAP Spend Control Tower to the procurement data warehouse. For more information, refer to Getting Started with SAP Spend Control Tower.

Spend Data from Spend Data Sync

The spend data sync capability is a limited feature of SAP Spend Control Tower, designed for users who don't have a SAP Spend Control Tower license. It allows you to load your organization's clean, enriched, and classified spend data into the procurement data warehouse.

With this capability, enriched spend data can be published to the procurement data warehouse. To do so, a user with the **Spend Control Tower Data Manager** role must download the CSV templates for spend (facts and dimensions) and system data (currency conversion) from spend data sync, prepare the files, and then load both the spend and system data from the CSV files. For more information, see Spend Data Sync Capability [page 573].

Spend Data Sync Capability

This guide explains how system administrators can use the spend data sync capability, available within SAP Spend Control Tower, to load your organization's clean, enriched, and classified spend data into SAP Ariba Category Management.

This guide applies to:

- SAP Ariba Category Management

About the Spend Data Sync Capability

You can integrate spend data into SAP Ariba Category Management using either SAP Spend Control Tower or the spend data sync capability. The option you use depends on whether you have an active SAP Spend Control Tower license.

If you have an active SAP Spend Control Tower license, you must use SAP Spend Control Tower for spend integration. If you do not, you can use the spend data sync capability instead.

What is the Spend Data Sync Capability

Spend data sync is a capability available within SAP Spend Control Tower and it enables you to upload your spend data to the procurement data warehouse for integration with SAP Ariba Category Management. It is the successor to the spend data loader capability.

When to Use the Spend Data Sync Capability

The spend data sync capability is only intended for SAP Ariba Category Management customers who do not have an active SAP Spend Control Tower license.

All SAP Ariba Category Management customers receive an entitlement for the spend data capability within SAP Spend Control Tower through SAP for Me.

If you have an active SAP Spend Control Tower license, you must use SAP Spend Control Tower to integrate your spend data into SAP Ariba Category Management.

How Spend Data Sync Relates to SAP Spend Control Tower

SAP Spend Control Tower is an analytical solution built on SAP Business Technology Platform (SAP BTP) that provides a comprehensive view of total spend across your organization. It enables you to enrich and load your organization's spend data into SAP Ariba Category Management via the procurement data warehouse.

SAP Spend Control Tower features customizable dashboards for tracking suppliers, spend categories, and business units. It also identifies opportunities for savings, compliance, and efficiency, integrates with SAP S/4HANA, SAP ECC, and third-party apps, and uses machine learning for spend classification and supplier matching, with support for multiple currencies and languages.

Spend data sync provides you with a limited set of SAP Spend Control Tower functionality and is not intended for users who already have an active SAP Spend Control Tower license. The spend data sync capability includes the following SAP Spend Control Tower functionality:

- Ability to upload flat files of your:
  - spend data.
  - currency conversion data, ensuring that all transactions are converted to a single reporting currency.
  - custom taxonomy code list.
- Error logging and validation, including checks for file format, master data references, and non-standard ISO codes.
- SAP Analytics Cloud dashboards that have a 12-month sliding date range.

Restrictions

The spend data sync capability has the following restrictions:

- The provisioning email sent to SAP Ariba Category Management customers includes links to SAP Spend Control Tower documentation. This documentation does not apply to SAP Ariba Category Management

customers without an active SAP Spend Control Tower license, and you should refer to the spend data sync capability documentation instead.

- SAP Ariba Category Management users assigned to the SAP Spend Control Tower Administrator role collection may see tiles that are not relevant to the spend data sync capability. These tiles are only supported for customers with an active SAP Spend Control Tower license.
- The spend data sync capability is not available for partners using Test, Demonstration, and Development (TDD) licenses. Partners with this license type must continue to use the spend data loader application to upload their organization's spend data. For more information, refer to Spend Data Loader Guide.

Related Guides

SAP Ariba Category Management Configuration Guide

SAP Ariba Category Management Administration Guide

Spend Data Upload Process

This topic outlines the high-level steps for SAP Ariba Category Management administrators to load spend data using the spend data sync capability.

Loading Spend Data using the Spend Data Sync Capability

Use these high-level steps for loading enriched spend data into SAP Ariba Category Management using the spend data sync capability.

Onboarding for the Spend Data Sync Capability

To onboard for the spend data sync capability, site administrators perform the following steps:

Step	Procedure	Tasks	More Information
1	Provisioning the spend data sync capability from SAP for Me	1. Sign in to SAP for Me. 2. Select **Systems & Provisioning** > **Provisioning** > **Systems to be Provisioned**. 3. Select the SAP Spend Control Tower product. 4. Click **Start Provisioning**.	Provisioning SAP Spend Control Tower from SAP for Me [page 580] **Note** You will receive an email with access information and links.

Step	Procedure	Tasks	More Information
2	Assign the **Spend Control Tower Data Manager** user role	1. Sign in to the application using the URL you received after completing step 1. 2. Assign the **Spend Control Tower Data Manager** role collection to your users.	The **Spend Control Tower Data Manager** role allows access to the following tiles: • **Configure System Settings** • **Manage Spend Taxonomy** • **Manage File Uploads** • **View Dashboards** **⚠ Restriction** Do not use the **View Dashboards** tile. It is not available for use if you are not an SAP Spend Control Tower licensed customer. **ⓘ Note** Only use the spend data sync tiles explicitly mentioned in this guide. Other tiles are intended for different purposes and are supported only for SAP Spend Control Tower licensed customers. Managing User Roles [page 582]

Configuring System Settings for the Spend Data Sync Capability

To configure system settings for the spend data sync capability, data managers perform the following steps:

Step	Procedure	Tasks	More Information
1	Configure report defaults and default category taxonomy	1. Sign in with the user assigned to the **Spend Control Tower Data Manager** role collection. 2. Set the report defaults in the **Configure System Settings** tile. 3. Select the default category taxonomy. **ⓘ Note** You can upload your custom taxonomy on the **Manage Spend Taxonomy** page. For more information, refer to Managing Spend Taxonomies [page 588].	• Configuring System Settings for Spend Data Sync [page 584] • Managing Spend Taxonomies [page 588]

Step	Procedure	Tasks	More Information
2	Upload custom taxonomy	After you select **Custom** as your default category taxonomy while configuring your system settings, you can upload your custom taxonomy on the **Manage Spend Taxonomy** page. 1. Sign in with the user assigned to the **Spend Control Tower Data Manager** role collection. 2. Click the **Manage Spend Taxonomy** tile. 3. Download and update the following two templates: • Spend Taxonomy Template • Mapping Template 4. Upload the updated templates. Spend data sync validates the files and generates an error report if any issues are detected. To make changes to your custom taxonomy or mappings, update and upload the templates again.	Managing Spend Taxonomies [page 588]
3	Add a source system	1. Sign in to spend data sync with the user assigned to the **Spend Control Tower Data Manager** role collection. 2. Add your source system in the **Manage File Uploads** tile. **Note** You should only add one source system, where you will upload your data files.	• Adding a Source System [page 592] • Editing Source System Details [page 595]

Loading Spend Data

To load spend data using the spend data sync capability, data managers perform the following steps:

Step	Procedure	Tasks	More Information
1	Download CSV templates for common data loads	1. Sign in to spend data sync with the user assigned to the **Spend Control Tower Data Manager** role collection. 2. Download the CSV templates for spend data. **Note** The application downloads a ZIP file named `spend-control-tower-templates.zip` to your local system. The **Enriched Suppliers** and **Categories** templates are not applicable and can be ignored. 3. Download the CSV template for currency conversion rates. **Note** The application downloads a ZIP file named `spend-control-tower-templates.zip` to your local system. It contains the following CSV file: `Currency Conversion Rate.csv`.	• Downloading CSV Templates for Spend Data [page 598] • Downloading CSV Templates for Common Data Loads [page 608]

Step	Procedure	Tasks	More Information
2	Prepare data files for upload	1. Ensure that the date format in your data matches the format selected during the source system creation. 2. Add a "SpendTaxonomy__CodeId" column to the Invoice.csv file and populate it with the enriched commodity codes. 3. Add a "DESupplierId" column to the Supplier.csv file and populate it with the supplier IDs that map to the enriched supplier IDs. 4. At a minimum, ensure your files include the following dimension data: • Invoice • Supplier • CompanySite • SpendTaxonomy	• Best Practices for Preparing Spend Data Files for Upload [page 599] • Best Practices for Preparing the Currency Conversion Rate File with Data [page 608]
3	Upload data files	1. Sign in to spend data sync with the user assigned to the **Spend Control Tower Data Manager** role collection. 2. On the **Source Systems** tab, click the source system you added. 3. Choose the file you want to upload and click **Upload**. **Note** Ensure that you upload your currency conversion file before you upload your Invoice files. Best practice is to upload Invoice files after you upload dimension data for the other file types. Otherwise, you may experience problems in rendering spend data in dashboards. 4. Monitor the **Status** field in the **Data Load** table to view the current status of your upload. For more information about data load statuses, refer to Data Load Statuses [page 603].	• Uploading Your Spend Data to Spend Data Sync [page 600] • Uploading Currency Conversion Rate Data to Spend Data Sync [page 609]

Onboarding Spend Data Sync

To onboard spend data sync, your site administrator must perform the following steps:

Step	Task	More Information
1	Provisioning SAP Spend Control Tower from SAP for Me.	Provisioning SAP Spend Control Tower from SAP for Me [page 580]
2	Manage user roles.	Managing User Roles [page 582]

Provisioning SAP Spend Control Tower from SAP for Me

Use these steps to request provisioning for spend data sync. This is a one-time activity to provision the tenant to be used for spend data load.

Prerequisites

- To provision systems in SAP for Me, your S-user requires the authorization **Edit Cloud Data**, which can be granted by one of the administrators in your company.
- To see systems to be provisioned or provisioning status, your user requires the authorization **Display Cloud Data** or **Edit Cloud Data**. For more information, refer to SAP for Me Initial Access and User Setup.

For more information about SAP for Me, including an introductory video, demonstration, and information about gaining access, visit https://me.sap.com/.

Context

You are licensed to a test and production tenant, you can request the tenant by logging into SAP for Me.

Ensure that the same Identity Authentication service tenant is used for provisioning both the SAP Ariba Category Management and SAP Spend Control Tower tenants—first for the test landscape and later for the production landscape.

Procedure

1. From the SAP for Me page, select **Systems & Provisioning**.
2. Click the **Provisioning** tab and select the **Systems to be Provisioned** card.
3. Use the search field above the table to find the product, SAP Spend Control Tower.

4. Select the SAP Spend Control Tower product for the tenant in the table to expand the row.

   The list shows the test and production system available for SAP Spend Control Tower. Select the tenant you want to provision. For a SAP Ariba Category Management test tenant, ensure you select the test tenant on SAP Spend Control Tower for the data load. Similarly, for a SAP Ariba Category Management production tenant, use the production tenant on SAP Spend Control Tower.
5. In the last column of the table, click **Start Provisioning**.
6. In the provisioning request dialog, select the Identity Authentication service that you want to use for the user management of SAP Spend Control Tower.

   > → Remember
   >
   > Ensure that the same Identity Authentication service tenant is used for provisioning both the SAP Ariba Category Management and SAP Spend Control Tower tenants—first for the test landscape and later for the production landscape.
   >
   > Using a single productive SAP Cloud Identity Services tenant for your SAP cloud solutions is important for the integration and out-of-the-box Single Sign-On (SSO) between these solutions. If your company is already using a productive SAP Cloud Identity Services tenant, we strongly recommend reusing it for any additional SAP cloud solutions you plan to purchase and adopt.
7. Click **Submit**.

   The status of the entry changes to **Request Submitted**, and you can track the status in the **Provisioning Status** card. For more information, see the Provisioning Status Card on the Systems & Provisioning dashboard in the SAP for Me.

   > ⓘ Note
   >
   > If the status column remains at **Provisioning Triggered** for more than 12 hours after initiation, Create a case for SAP Spend Control Tower with the component **AP-LM-SPC-UP-UPO**.

Results

After your provisioning request is completed, SAP will send you an email containing the following URLs:

- URL to access SAP Spend Control Tower.

  > ⓘ Note
  >
  > Only use the spend data sync tiles explicitly mentioned in this guide. Other tiles are intended for different purposes and are supported only for SAP Spend Control Tower licensed customers.
- URL to access the application configuration UI on SAP BTP for completing the manual setup of the required integrations.
- The user requesting the tenant is automatically added as an application administrator to access the application configuration user interface on SAP BTP. This user can add additional platform and business users.

  > ⓘ Note
  >
  > To request a change to the initial user provisioned in the application configuration client, create a case for SAP Spend Control Tower using the **BNS-ARI-SCT** component.

You can access the URLs for the launchpad and the application configuration UI anytime from SAP for Me. To find the URLs, click the system link under **Provisioned System** in the status table. The URLs are displayed in the **Access Information** section of the page.

Next Steps

By default, the application configuration client automatically assigns the initial user to the **Spend Control Tower Administrator** role collection. This user should assign themselves to the **Spend Control Tower Data Manager** role collection and unassign themselves from the **Spend Control Tower Administrator** role collection. For more information, refer to Managing User Roles [page 582].

Managing User Roles

Assign the Data Manager role for users to access the application.

Context

By default, the application configuration client automatically assigns the initial user to the **Spend Control Tower Administrator** role collection. This user should assign themselves to the **Spend Control Tower Data Manager** role collection and unassign themselves from the **Spend Control Tower Administrator** role collection.

> ⓘ Note
>
> Users assigned to the **Spend Control Tower Administrator** role collection can view tiles that are not relevant to the spend data sync capability and are only supported for SAP Spend Control Tower licensed customers.

To allow your users to access the various spend data sync capability applications, assign users the **Spend Control Tower Data Manager** role collection.

The available role collection for the spend data sync capability is:

Persona	Role Collection	Role	Allows Access To	Key Tasks
Data Manager	**Spend Control Tower Data Manager**	`DataManager`	• **Configure System Settings** • **Manage Spend Taxonomy** • **Manage File Uploads** • **View Dashboards** **⚠ Restriction** The **View Dashboards** tile is not functional and does not display data if you are not licensed for SAP Spend Control Tower.	• Create, edit, and delete the customer's business users (if given the role by the customer's Administrator). • Set default settings for reports. • Define a custom spend taxonomy and view UNSPSC to custom category mappings. • View default settings for fiscal year and category taxonomy for procurement. • Load spend data or system data from comma-separated values (CSV) files.

Procedure

Assign the **Spend Control Tower Data Manager** role collections to your users, depending on the rights you want them to have.

Read Assigning Role Collections to Users or User Groups.

> **ⓘ Note**
>
> If you or the administrator have already signed in, you have to sign out and sign back in for the changes to take effect.

Configuring System Settings for Spend Data Sync

Configure initial application settings for spend data sync from the **Configure System Settings** app.

Before proceeding with the setup, ensure to have completed the following:

- Provisioned SAP Spend Control Tower. For more information, see Provisioning SAP Spend Control Tower from SAP for Me [page 580].
- Assigned roles to users. For more information, see Managing User Roles [page 582].

User with the **Spend Control Tower Data Manager** role collection must perform the following steps:

Step	Task	More Information
1	Access the application URL for spend data sync obtained from SAP for Me.	Provisioning SAP Spend Control Tower from SAP for Me [page 580]
2	Set the report defaults.	Setting Report Defaults [page 584]
3	Set the source system for currency conversion rates.	Selecting a Source System for Currency Conversion Rates [page 585]
4	Select the default category taxonomy.	Selecting the Default Category Taxonomy for Procurement [page 586]
5	Define and upload custom taxonomy.	Managing Spend Taxonomies [page 588]

Setting Report Defaults

You can configure initial settings for dashboards and reports.

Prerequisites

You have been assigned the **Spend Control Tower Administrator** role collection.

Procedure

1. From the launchpad, click the **Configure System Settings** tile.
   The **Initial Setup** page appears.
2. On the **Set Report Defaults** tab, select values for the following fields:

Option	Description
Language	Select a language from the list. This is the default language used for dashboards and reports. Users can switch to other languages from within the dashboards.

<table>
<tr><th>Option</th><th>Description</th></tr>
<tr><td>Reporting Currency</td><td>Select a default currency from the list to display on the dashboards. Users can switch to other currencies from within the dashboards.</td></tr>
<tr><td>Decimal Separator</td><td>The decimal separator character appears between the integer and decimal parts of a number, such as a currency value.

Select one of the following formats for decimals:

<table><tr><th>Format</th><th>Description</th></tr><tr><td>#,###.##</td><td>Period as decimal and comma as thousands separator.</td></tr><tr><td>#.###,##</td><td>Comma as decimal and period as thousands separator.</td></tr></table></td></tr>
<tr><td>Date Format</td><td>Select one of the following date formats:

• <code>yyyy/MM/dd</code>
• <code>dd/MM/yyyy</code>
• <code>MM/dd/yyyy</code>

Legend:

• <code>dd</code> = two-digit day (for example, 02)
• <code>MM</code> = two-digit month (for example, 03)
• <code>yyyy</code> = four-digit year (for example, 2024)</td></tr>
</table>

3. Choose **Save** to save your settings.

> ⚠ Caution
>
> Settings on the **Initial Setup** page are one-time configuration settings for spend data sync. You can save these settings only once. After that, you cannot modify them.

Selecting a Source System for Currency Conversion Rates

The spend data sync capability enables you to manually upload a currency conversion rate file.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection.

Context

A currency conversion rate converts from one currency to another, for example, from U.S. dollars to euros. If you want your site to support multiple currencies, you must define and upload currency conversion rates.

Procedure

1. From the spend data sync launchpad, click the **Configure System Settings** tile.
   The **Initial Setup** page appears.
2. Click the **Currency Conversion** tab.
3. Choose **Manual Load** to manually upload a currency conversion rate file.
   - Spend data sync selects **Manual Load** by default.

   > ⚠ Restriction
   >
   > Do not select **Automated Load**, it is not supported by the spend data sync capability.
4. Click **Save** and confirm your selection.

Next Steps

To modify your currency conversion settings after saving, click **Edit** on the **Currency Conversion** tab.

Selecting the Default Category Taxonomy for Procurement

Administrators can set the default category taxonomy for procurement that your organization uses to classify products and services for the global marketplace.

Prerequisites

You have been assigned to the **Spend Control Tower Data Manager** role collection.

Context

You can upload a custom category taxonomy for goods and services by loading a file that describes them.

Procedure

1. From the launchpad, click the **Configure System Settings** tile.
   The **Initial Setup** page appears.
2. Click the **Taxonomy** tab.

3. Choose **Custom** from the **Select Spend Taxonomy** dropdown.
4. Click **Save** **Confirm** to save your settings.

> ⚠ Caution
>
> Settings on the **Initial Setup** page are a one-time configuration step. You can save these settings only once. After that, you can't modify them.

Next Steps

Upload your custom taxonomy on the **Manage Spend Taxonomy** page. For more information, refer to Managing Spend Taxonomies [page 588].

Related Information

Managing Spend Taxonomies [page 588]

Viewing Fiscal Calendar Settings

The fiscal calendar determines how invoice order dates translate into fiscal dates in dashboards.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection.

Procedure

1. Click the **Configure System Settings** tile.
   The **Initial Setup** page appears.
2. Click the **Fiscal Year** tab.
3. For **Calendar Type**, **Standard Calendar (Jan-Dec)** is selected.

> ⓘ Note
>
> You can adjust any calendar offsets by modifying the date range in the dashboards.s

Managing Spend Taxonomies

Data managers upload a custom category taxonomy that your organization uses to classify products and services for the global marketplace.

Prerequisites

You have been assigned to the **Spend Control Tower Data Manager** role collection.

You selected **Custom** from the **Select Spend Taxonomy** dropdown on the **Configure System Settings** page.

Context

To define the custom spend taxonomy for your organization, you download and update the following two templates:

- Spend Taxonomy Template
- Mapping Template

> **Note**
>
> Every value in the mapping template must have a corresponding entry in the spend taxonomy template.

After updating the templates with your organization's custom spend taxonomy, upload the files to spend data sync. Spend data sync validates the files and generates an error report if any issues are detected.

> **Note**
>
> Template files must be smaller than 15MB.

Procedure

1. From the launchpad, click the **Manage Spend Taxonomy** tile.

   The custom category taxonomy upload process on the **Manage Spend Taxonomy** page includes the following steps:
   1. Enter general information
   2. Upload the custom spend taxonomy template
   3. Upload the mapping template
   4. Review and create the custom category taxonomy

Step 1 - General

2. Enter a name and description for your custom taxonomy.
3. Click **Next Step**.

Step 2 - Upload Spend Taxonomy

4. Download the spend taxonomy template (`Spend_Taxonomy_Template.csv`).
5. Update the spend taxonomy template with your custom taxonomy.

> ⚠ Caution
>
> Do not add any columns to the file at this time.

The following image shows an example of a custom spend taxonomy.

> ⓘ Note
>
> - The level starts at 1 (not 0).
> - For level 1 entries, the `ParentCodeID` field must be left empty.

	PRIMARY_KEY_CodeId	ParentCodeId	CodeName	Keywords	Level
1	100000		Corporate Services		1
2	110000	100000	Human Resources		2
3	110100	110000	Recruitment Services		3
4	110101	110100	Executive Search		4
5	110102	110100	Temp Staffing		4
6	110200	110000	Training & Development		3
7	120000	100000	Legal Services		2
8	120100	120000	Outside Counsel		3
9	120200	120000	Contract Review		3
10	200000		IT & Technology		1
11	210000	200000	Software		2
12	210100	210000	SaaS Subscriptions		3

6. Click **Browse** to locate and select the updated template on your computer.
7. Click **Upload and Validate**.

   Spend data sync validates your file. If spend data sync finds errors, a link to an error report displays in the **Validation Results** field. Correct errors as needed and upload your updated custom taxonomy file.

   After the file passes validation, spend data sync displays **Validation passed** in the **Status** field and you can view your custom taxonomy hierarchy.
8. Click **Next Step**.

Step 3 - Map to UNSPSC Categories

9. Download the spend taxonomy mapping template.
10. Update the spend taxonomy mapping template with your custom taxonomy.

> ⓘ Note
>
> Ensure that every value in the spend taxonomy template has a corresponding entry in the mapping template.

If you're reusing the spend taxonomy template from **Step 2 - Upload Spend Taxonomy**, complete the following steps to adjust the headers and fields:

a. Rename the `PRIMARY_KEY_CodeId` header to `CustomCode`.
b. Rename the `ParentCodeId` header to `ParentCode`.
c. Rename the `CodeName` header to `CustomName`.
d. Delete the `Level` column.
e. Add an `UNSPSCCode` column.

> ⚠ Caution
>
> Do not enter values in this column.

f. Add an `Exception` column and add `Yes` to all cells.

The following image shows an example of a spend taxonomy mapping template after adjustments to the headers and fields.

	CustomCode	ParentCode	CustomName	Keywords	UNSPSCCode	Exception
1	100000		Corporate Services			Yes
2	110000	100000	Human Resources			Yes
3	110100	110000	Recruitment Services			Yes
4	110101	110100	Executive Search			Yes
5	110102	110100	Temp Staffing			Yes
6	110200	110000	Training & Development			Yes
7	120000	100000	Legal Services			Yes
8	120100	120000	Outside Counsel			Yes
9	120200	120000	Contract Review			Yes
10	200000		IT & Technology			Yes
11	210000	200000	Software			Yes
12	210100	210000	SaaS Subscriptions			Yes

11. Click **Browse** to locate and select the updated spend taxonomy mapping template on your computer.
12. Click **Upload and Validate**.

    Spend data sync validates your file. If spend data sync finds errors, a link to an error report displays in the **Validation Results** field. Correct errors as needed and upload your updated custom taxonomy mapping file.

    After the file passes validation, spend data sync displays **Validation passed** in the **Status** field and you can view your custom taxonomy.
13. Click **Next Step**.

Step 4 - Review

14. Review and verify the information for your custom taxonomy.

    Click **Edit** to make changes.
15. Click **Create**.

> ⚠ Caution
>
> After you click **Create**, you cannot change the codes in the custom taxonomy.

Next Steps

Your custom taxonomy has been created and the upload process to spend data sync begins. After the upload process is complete, you can view your custom taxonomy in the **Manage Spend Taxonomy** app.

Map the spend taxonomy to the appropriate purchasing categories using the **Manage Taxonomy** app in SAP Ariba Category Management. For more information, refer to Product Classifications for Purchasing Categories.

Loading Spend Data Using Spend Data Sync

After the initial application configuration, load spend data for spend data sync capability from the **Manage File Uploads** app.

Before proceeding with the setup, ensure to have completed the following:

- Provisioned SAP Spend Control Tower. For more information, see Provisioning SAP Spend Control Tower from SAP for Me [page 580].
- Assigned roles to users. For more information, see Managing User Roles [page 582].
- Completed the application settings for spend data sync. For more information, see Configuring System Settings for Spend Data Sync [page 584].

Users with the **Spend Control Tower Data Manager** role collection must perform the following steps:

Step	Task	More Information
1	Access the application URL for spend data sync obtained from SAP for Me.	Setting Report Defaults [page 584]
2	Add a source system.	Source Systems [page 591]
3	Download CSV templates for common data loads.	Downloading CSV Templates for Common Data Loads [page 608]
4	Prepare data files for upload.	• Best Practices for Preparing Spend Data Files for Upload [page 599] • Best Practices for Preparing the Currency Conversion Rate File with Data [page 608]
5	Upload data files.	• Uploading Your Spend Data to Spend Data Sync [page 600] • Uploading Currency Conversion Rate Data to Spend Data Sync [page 609]

Source Systems

Data managers can use the **Source Systems** tab to manage and load spend data for their source systems.

Use the **Source Systems** tab to perform the following tasks:

- Add a source system for spend data.

- Deactivate or activate source systems.
- Open a source system to load spend data.

Process for Loading Spend Data

To upload spend data for use in spend data sync dashboards, follow this process:

Step	Task	More Information
1	Extract spend data from one or more source systems.	
2	Add a source system. **Note** You should only add one source system, where you will upload your data files.	Adding a Source System [page 592]
3	Download the spend data sync templates, which show the CSV format for spend data.	Downloading CSV Templates for Spend Data [page 598]
4	Use the spend data sync templates to prepare spend data files for upload.	Best Practices for Preparing Spend Data Files for Upload [page 599]
5	Upload spend data files.	Uploading Your Spend Data to Spend Data Sync [page 600]
6	Check the summary log and error log for the upload. **Note** If there are validation errors or referential check warnings, correct the data and upload it again.	Viewing the Summary Log and Error Log for a Data Load [page 606]
7	If you uploaded incorrect transactional data (purchase orders and invoices), you can delete the records.	Removing Purchase Order and Invoice Data from Spend Data Sync [page 606]

Adding a Source System

Data managers load spend data from a source systems.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client.

Context

When uploading data to your source system, ensure that the date format in your data matches the format selected during the source system creation.

> **Note**
>
> You only need to add one source system, where you will upload your data files.

Procedure

1. From the spend data sync launchpad, choose the **Manage File Uploads** tile.
2. On the **Source Systems** tab, choose **Add**.
   The **Add Source System** wizard appears.
3. On the **Source System Details** step, enter the following information:

Option	Description
Type	The only available selection is **Manual**.
Name	Enter a unique name of the source system.
Description	Enter a description for the source system.

4. Click **Next Step**.
5. On the **Data Load Details** step, enter the following information:

Option	Description
Upload Frequency	Select the frequency of loads for this source system, either **Daily**, **Weekly**, **Monthly**, or **Yearly**.
Date Format	Select the date format for data from this source system: • `MM/dd/yyyy` • `dd/MM/yyyy` • `yyyy/MM/dd` • `MM-dd-yyyy` • `dd-MM-yyyy` • `MM/dd/yyyy H.m.ss` • `dd/MM/yyyy H.m.ss` • `yyyy-MM-dd H:mm:ss.S`

> **Note**
>
> When uploading data to your source system, ensure that the date format in your data matches the format selected during the source system creation.

Option	Description
	Legend: **Letter** / **Date or Time Component** y – Year M – Month in year d – Day of the month H – Hour in the day (0-23) m – Minute in the hour s – Second in the minute S – Millisecond in the minute
Decimal Separator	Select the decimal separator for this source system, either **.** (dot) or **,** (comma). The decimal separator is used to separate the integer part from the fractional part of a number.

6. Click **Next Step**.
7. On the **Owner Details** step, enter the following information:

Option	Description
Name	Enter the owner's name.
Email	Enter the owner's email address. **Note** If an email address already exists in the system, the newly created source system is assigned to the existing user. User management is not currently supported.

8. Click **Next Step**.
   A summary page shows the details you entered for the source system.
9. Choose **Add**.

Related Information

Editing Source System Details [page 595]
Deactivating or Activating a Source System [page 595]

Deactivating or Activating a Source System

If you don't need to load data for a source system anymore, you can change the status of it from active to inactive. You can activate it again anytime.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. For more information, refer to Managing User Roles [page 582].

Procedure

1. From the spend data sync launchpad, choose the **Manage File Uploads** tile.
2. On the **Source Systems** tab, go to the **Status** column for a source system to see whether it's active or inactive.
3. In the **Activation** column, click the toggle button to change the status of the source system.

Toggle Button	Description
	The source system is currently active. Click this button to deactivate it.
	The source system is currently inactive. Click this button to activate it.

Editing Source System Details

After you define a source system used for data loads, you can revise its information.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. See Managing User Roles [page 582].

Procedure

1. From the spend data sync launchpad, choose the **Manage File Uploads** tile.

2. In the **Source Systems** table, choose a source system by clicking in any row.
3. Choose **Edit**.
4. You can update the **Description** and **Upload Frequency** in the **Source System Details** section. You cannot edit details in the **Source System Owner** section.
5. Choose **Save**.

Data Loading Steps

By following a simple, four-step process, you can manually load spend data into spend data sync.



Figure 4: Spend Data Load Process

Step 1: Download the CSV Templates

Use the **Manage File Uploads** application to download the CSV template files. See Downloading CSV Templates for Spend Data [page 598].

Step 2: Acquire the Spend Data to Load

Extract the spend data from your data warehouse and put them in CSV files. Make sure you remove the sample row from the CSV data and save the file in CSV UTF-8 (Comma-delimited) format. Optionally, to upload a larger volume of data, you can put the CSV file into a ZIP file.

> ⓘ Note
>
> The maximum size of an upload file (whether CSV or ZIP) is 15 MB.

Step 3: Use Spend Data Sync to Load Data

Use the **Manage File Uploads** application to upload CSV files. See Uploading Your Spend Data to Spend Data Sync [page 600].

Best practice is to upload dimension data first, and then upload fact data. Otherwise, you may encounter referential integrity warnings during upload.

> ⚠ Restriction
>
> The **Manage File Uploads** application allows you to upload only one of each file type at a time. For instance, if an Invoice file (CSV or ZIP) is currently loading, you need to wait for that file to complete loading before you can load another Invoice file. However, you can load other file types that aren't currently loading.

If you encounter errors, fix the data, and upload it again. See Troubleshooting Validation Errors [page 610].

If you receive an **Upload failed** error, the system failed to upload your data file. Make sure you are connected to the network and the file you're uploading is a CSV or ZIP file. An **Upload failed** error may also indicate that the master data service (MDS) is down, in which case, try to upload your data again later. If you continue to receive **Upload failed** errors, have your Designated Support Contact log a service request. A Customer Support representative will follow up to complete the request.

Step 4: Repeat the Spend Data Load Process at Regular Intervals

Load additional spend data at periodic intervals (for instance, every 3 months or every 6 months).

Data Model

Data that you upload with spend data sync is stored in a dedicated star schema.

This star schema uses fact tables to store specific types of records that are constantly accumulating or changing, such as invoices and purchase orders. It uses dimension tables to store records that are standard, slow to change, and shared across transactions, such as suppliers, commodities, or cost centers.

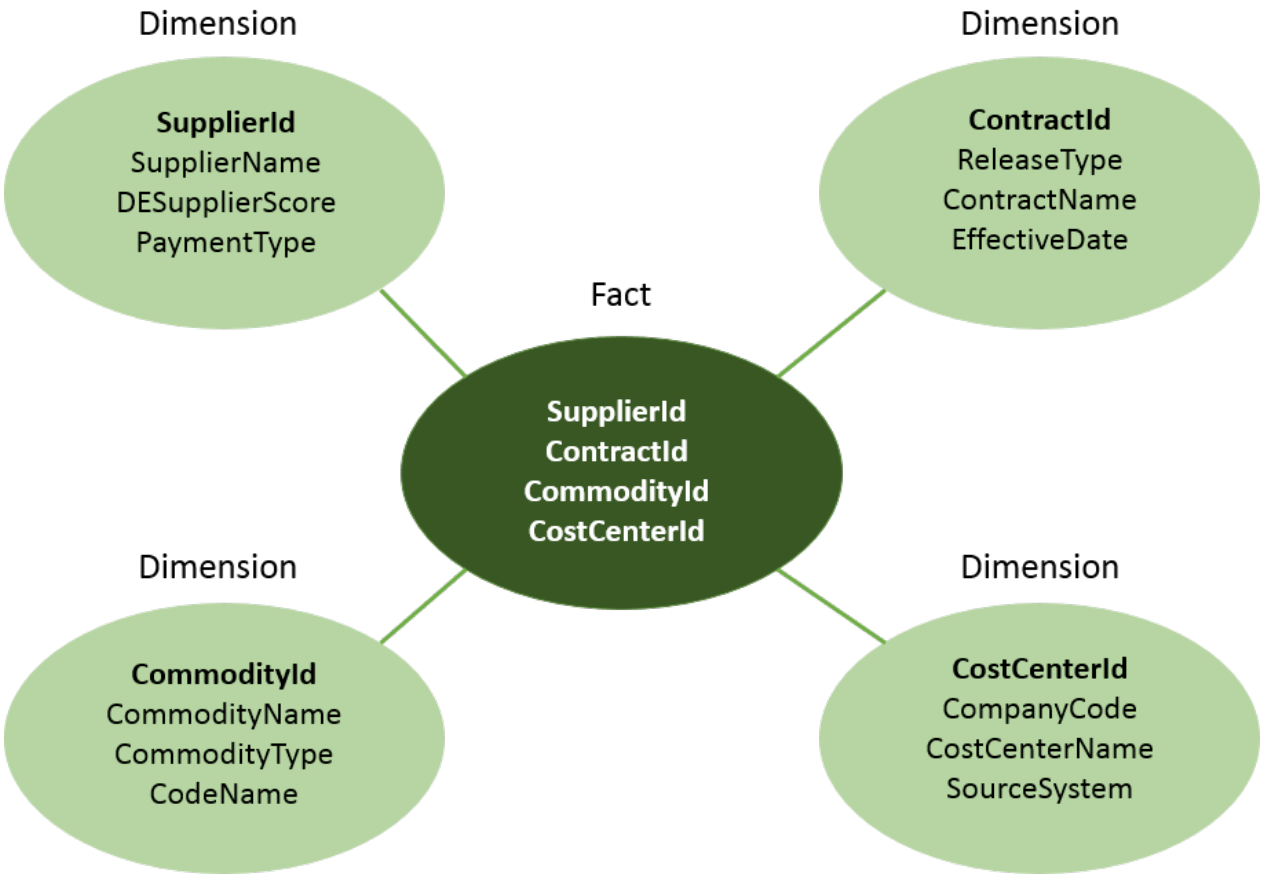


Figure 5: Star Schema with Facts and Dimensions

Dimension fields are often hierarchical, meaning they can have multiple levels.

Fact tables include historical and numerical data or facts and a compound index, which is a collection of foreign keys from the primary keys of associated dimension tables.

Downloading CSV Templates for Spend Data

Before you can upload spend data, you need to download a ZIP file containing the CSV templates that conform to the spend data sync schema.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. See Managing User Roles [page 582].

Procedure

1. From the spend data sync launchpad, choose the **Manage File Uploads** tile.
2. In the **Source Systems** table, choose a source system by clicking in any row.
3. Choose **Download Templates**.
   The application downloads a ZIP file named `spend-control-tower-templates.zip` to your local system.

> ⓘ Note
>
> The **Enriched Suppliers** and **Categories** templates are not applicable and can be ignored.

Best Practices for Preparing Spend Data Files for Upload

Read this for tips for preparing spend data files for upload.

When you populate the spend data sync schema files with data, we recommend following these guidelines:

- Start with a small set of sample data for each file type, for example, 10 records per file type.
- Make sure you remove the sample row from the CSV data.

> ⚠ Caution
>
> Don't remove or revise the header row.

- Make sure timestamp values have the proper date format for your source system.
- If you open the file in a spreadsheet application, it may convert the data using automatic number formatting. For instance, it may remove leading zeros from values and convert timestamp values to a custom format, `mm:ss.0`. To avoid these formatting problems, don't open the file directly in the spreadsheet application. Instead, import data from the CSV file into the application, and retain all original formatting by applying the "Text" format to all columns.

> ⓘ Note
>
> If you need to fix timestamp values, it's often easier to fix them in a text editor such as Notepad++.

- Make sure decimal value conform to the decimal separator character for your source system.
- Save the file in CSV UTF-8 (Comma-delimited) format.
- Ensure that the date format in your data matches the format selected during the source system creation.
- Add a "SpendTaxonomy__CodeId" column to the Invoice.csv file and populate it with the enriched commodity codes.
- Add a "DESupplierId" column to the Supplier.csv file and populate it with the supplier IDs that map to the enriched supplier IDs.
- At a minimum, ensure your files include the following dimension data:
  - Invoice
  - PO (optional)
  - Supplier
  - CompanySite

- SpendTaxonomy

Uploading Your Spend Data to Spend Data Sync

After you extract spend data from your data warehouse and save it to spend data sync schema (CSV files), you're ready to upload spend data.

Prerequisites

- You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. For more information, refer to Managing User Roles [page 582].
- You added a source system for spend data. For more information, refer to Adding a Source System [page 592].
- You have uploaded currency conversion rate data. For more information, refer to Uploading Currency Conversion Rate Data to Spend Data Sync [page 609].
- You downloaded the spend data sync CSV templates. For more information, refer to Downloading CSV Templates for Spend Data [page 598].
- You populated the spend data sync CSV templates with data extracted from your source system. For more information, refer to Best Practices for Preparing Spend Data Files for Upload [page 599].
- Ensure that the date format in your data matches the format selected during the source system creation.
- Add a "SpendTaxonomy__CodeId" column to the Invoice.csv file and populate it with the enriched commodity codes.
- Add a "DESupplierId" column to the Supplier.csv file and populate it with the supplier IDs that map to the enriched supplier IDs.
- At a minimum, ensure your files include the following dimension data:
  - Invoice
  - PO
  - Supplier
  - CompanySite
  - SpendTaxonomy

Procedure

1. From the spend data sync launchpad, click the **Manage File Uploads** tile.
2. On the **Source Systems** tab, click a source system listed in the table to open it.
3. Choose **Upload File**.
4. In the **Upload File** pane, enter the following information:

Option	Description
File Format	Select **.csv** or **.zip**.
File Type	Select one of the following file types: • **Account Assignment** • **Account** • **Asset** • **Company Code** • **Company Site** • **Contract** • **Cost Center** • **ERP Commodity** • **Flex Dimension 1** • **Flex Dimension 2** • **Flex Dimension 3** • **Flex Dimension 4** • **Flex Dimension 5** • **Flex Dimension 6** • **Flex Dimension 7** • **Flex Dimension 8** • **Flex Dimension 9** • **Flex Dimension 10** • **Flex Dimension 11** • **Flex Dimension 12** • **Flex Dimension 13** • **Flex Dimension 14** • **Internal Order** • **Invoice** • **Part** • **Profit Center** • **Purchase Order Category** • **Purchase Order** • **Purchasing Group** • **Purchasing Organization** • **Sales Order** • **Supplier** • **Unit of Measure** • **User** • **WBS Element** **Note** Best practice is to upload Purchase Order and Invoice files after you upload dimension data for the other file types. Otherwise, you may experience problems in rendering spend data in dashboards. **Restriction** The **Load Flat Files** application allows you to upload only one of each file type at a time. For instance, if an Invoice file (CSV or ZIP) is currently loading, you need to wait for that file to complete loading before you can load another Invoice file. However, you can load other file types that aren't currently loading.

Option	Description
Upload File	Choose **Choose File**, and select a file to upload.

5. Choose **Upload**.

Next Steps

The **Status** field shows the current status of your upload. If there are any invalid records, a ⚠ *Warning* icon appears in the **Validation Report** column. When the upload is completed, you can click the **View** link in the **Validation Report** column to view the summary log, which shows how many total records, valid records, and invalid records are in the upload file.

If your data file upload has a **Failed** status and the validation report shows no errors, the system failed to upload or process the file successfully. This could occur for various reasons, including intermittent network problems or server-side issues. Please try again later.

Spend Data File Formats

Spend data files for upload can be CSV UTF-8 (Comma-delimited) files or ZIP files.

File Format	Description
CSV UTF-8 (Comma-delimited)	Comma-delimited files that contain one type of data, for example, `Invoice.csv` or `Purchase Order.csv`. • The file must be a comma-delimited file. Other delimiters (for example, tab or semicolon) aren't supported. • The file must be UTF-8 encoded to support non-ASCII characters. Otherwise, special characters (such as accented characters) and non-English alphabet characters aren't imported properly.
ZIP	An archive file format that supports lossless file compression. The ZIP file must contain a single CSV file with a filename that matches an existing file type for the source system. For example, to upload a ZIP file for invoice data, use a ZIP file containing a file called `Invoice.csv`.

> **Note**
>
> The maximum size of an upload file (whether CSV or ZIP) is only 15 MB. Consequently, if your CSV file is more than 15 MB, put it in a ZIP file to reduce the size of the upload file.

Data Load Statuses

When you upload spend data, the **Status** field in the **Data Load** table shows the current status of your upload.

The following table shows possible data load statuses:

Status	Description
Created	The system has finished creating a new data load request.
Uploaded	The system uploaded your data file for processing.
Upload failed	The system failed to upload your data file. Make sure you are connected to the network and the file you're uploading is a CSV or ZIP file. **Note** Please try again. If the issue persists, contact your system administrator.
Processing	The system is currently processing your data file.
Processing failed	The system failed to process your data file. This could occur for various reasons, including intermittent network problems or server-side issues. **Note** Please try again. If the issue persists, contact your system administrator.
Processing failed as request already exists	The system failed to process your data file because another data load request of that file type is already in progress. Wait until the existing data load request for that file type is completed before requesting another.
Validating	The system is currently validating your data.
Validated	The system finished validating your data.
Validation error	The system encountered a validation error in your data. For details, wait until the data load request is completed to view the error log.
Loading	The system is currently loading your data to the procurement data warehouse.
Failed	The system failed to upload your data because the file wasn't processed successfully. **Note** If your data file upload has a **Failed** status and the validation report shows no errors, the system failed to upload or process the file successfully. This could occur for various reasons, including intermittent network problems or server-side issues. No action is required, the system will automatically retry to load your data again.
Completed	The data load request is completed. You can view the summary log in the **Validation Report** column.

An error-free data load typically proceeds through this sequence of statuses:

1. **Created**
2. **Processing**
3. **Validating**
4. **Loading**

5. **Completed**

> **Note**
>
> If there are errors in your data, wait for the data load to finish. You can then correct the data and upload the file again.

Data Load Toolbar Options

On the **Source System - ESS** page, the **Data Load** toolbar allows you to search for file types, upload spend data, delete spend data, refresh the table, filter the table by upload status or last load date, and sort the table in ascending or descending order.



Figure 6: Data Load Toolbar

Option	Description
Search	Filters the table by file type.
Upload File	Uploads spend data from a CSV or ZIP file. See Uploading Your Spend Data to Spend Data Sync [page 600].
Remove Data	Removes spend data. See Removing Purchase Order and Invoice Data from Spend Data Sync [page 606].
Refresh	Refreshes the table.
Filter	Filters the table by upload status or last load date. See Removing Purchase Order and Invoice Data from Spend Data Sync [page 606].
Sort	Sorts the table in ascending or descending order by last load date. See Sorting the Data Load Table [page 605].

Searching for Data Loads by File Type

On the *`SourceName`* page, you can search the **Data Load** table by file type to find a particular file you loaded.

Procedure

On the *`SourceName`* page, type a file type value in the **Search** field, and click *Search*.

> **Note**
>
> You can only search for values in the **Entity Type** field. The other fields aren't searchable.

The **Data Load** table shows only the selected file type.

Related Information

Filtering the Data Load Table by Status or Last Load Date [page 605]
Sorting the Data Load Table [page 605]

Filtering the Data Load Table by Status or Last Load Date

On the *SourceName* page, you can filter the **Data Load** table to show only data loads of a certain status or load date.

Procedure

1. On the *SourceName* page, click *Filter*.
   The **Filter** window opens.
2. For **Filter By**, choose one of the following options:
   - **Status** - Select one of the data load statuses, such as **Completed** or **Failed**. For more details about statuses, see Data Load Statuses [page 603].
   - **Last Load Date** - Enter a date, or click to select a date from the calendar.
3. Click **OK** to apply the filter.

Related Information

Searching for Data Loads by File Type [page 604]
Sorting the Data Load Table [page 605]

Sorting the Data Load Table

On the *SourceName* page, you can sort the **Data Load** table in ascending or descending order by last load date. If a data load is started late in the day, the process can span multiple days.

Procedure

1. On the *SourceName* page, click *Sort*.
   The **Sort** window opens.
2. For **Sort Order**, choose **Ascending** or **Descending**.

3. For **Sort By**, choose **Last Load Date**.

> **Note**
>
> You cannot sort by other fields in the table.

4. Click **OK** to sort the table.

Related Information

Searching for Data Loads by File Type [page 604]
Filtering the Data Load Table by Status or Last Load Date [page 605]

Viewing the Summary Log and Error Log for a Data Load

After you upload spend data or system data, you can view the summary log and error log for the upload.

Procedure

1. On the **Manage File Uploads** page, click either the **Source Systems** or the **Common Data Files** tab.
2. Click a source system in the table to open it.
3. In the **Data Load** table, go to the **Validation Report** column, and click the **View** link for any file that you uploaded.
   The **Validation Report** window opens.
4. The **Validation Report** shows a summary of total records, valid records, and invalid records. If any records are invalid and didn't load, click the link above the table to download the error log file (a text file).

Removing Purchase Order and Invoice Data from Spend Data Sync

If you uploaded incorrect transactional data (purchase orders and invoices), you can remove the records from spend data sync to cleanse the data.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. For more information, refer to Managing User Roles [page 582].

> **Restriction**
>
> You can remove records for fact data (purchase orders and invoices) only. You cannot remove records for dimension data, for example, suppliers, contracts, or company sites.

Procedure

1. From the spend data sync launchpad, click the **Manage File Uploads** tile.
2. In the **Source Systems** table, choose a source system by clicking in any row.
3. Choose **Remove Data**.
4. In the **Remove Specific Data** pane, enter the following information:

Option	Description
File Format	Select **.csv** or **.zip**. See Spend Data File Formats [page 602].
File Type	Select one of the following file types: • **Invoice** • **Purchase Order**
Delete File	Click **Choose File**, and select a file containing records to delete.

5. Choose **Remove**.

> **Note**
>
> After you remove purchase order or invoice records, a *Delete load file* icon appears to the right of the file in the **File Name** column.

Common Data Files

Data managers can use the **Common Data Files** tab to load system data for spend data sync.

Use the **Common Data Files** tab to open the default source system to load system data.

Process for Loading Common Data Files

To upload currency conversion rates for spend data sync dashboards, follow this process:

Step	Task	More Information
1	Download the spend data sync schema, which shows the format for system data.	Downloading CSV Templates for Common Data Loads [page 608]

Step	Task	More Information
2	Extract the `Currency Conversion Rate.csv` file from the spend data sync schema file, and populate it with data.	Best Practices for Preparing the Currency Conversion Rate File with Data [page 608]
3	Upload the currency conversion rate data.	Uploading Currency Conversion Rate Data to Spend Data Sync [page 609]
4	Check the summary log and error log for the upload. **Note** If there are validation errors or referential check warnings, correct the data and upload it again.	Viewing the Summary Log and Error Log for a Data Load [page 606]

Downloading CSV Templates for Common Data Loads

Before you can upload common data spend data sync, you need to download a ZIP file containing the CSV template for currency conversion rates.

Prerequisites

You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. For more information, refer to Managing User Roles [page 582].

Procedure

1. From the spend data sync launchpad, choose the **Manage File Uploads** tile.
2. Choose **Common Data Files**.
3. Choose **Download Templates**.
   The application downloads a ZIP file named `spend-control-tower-templates.zip` to your local system. It contains the following CSV file: `Currency Conversion Rate.csv`.

Best Practices for Preparing the Currency Conversion Rate File with Data

Read this for tips for preparing the currency conversion rate file for upload.

When you populate the currency conversion rate file with data, we recommend following these guidelines:

- Make sure you remove the sample row from the CSV data.

- Include the following fields. All primary key fields are required.

Field	Description
`PRIMARY_KEY_UniqueName`	Unique name of the currency.
`TimeCreated`	Time the currency conversion rate was created. Make sure the timestamp value uses the following date format: `yyyy-MM-dd H:mm:ss.S`. For example: `2024-06-01 00:00:00.0`.
`TimeUpdated`	Time the currency conversion rate was updated. Make sure the timestamp value uses the following date format: `yyyy-MM-dd H:mm:ss.S`. For example: `2024-06-01 00:00:00.0`.
`ExchangeRate`	The currency conversion rate as a decimal value, for example, 0.6924 or 1.916. Make sure the value uses a dot (.) decimal separator character.
`PRIMARY_KEY_SourceCurrency`	The currency code of the currency from which the monetary value is converted, for example, USD.
`PRIMARY_KEY_TargetCurrency`	The currency code of the currency to which the monetary value is converted, for example, `EUR`.
`PRIMARY_KEY_ValidityStartDate`	The date the conversion rate goes into effect. Make sure the date uses the following date format: `yyyy-MM-dd H:mm:ss.S`. For example: `2024-06-01 00:00:00.0`.

- If you open the file in a spreadsheet application, it may convert the data using automatic number formatting. For instance, it may remove leading zeros from values and convert timestamp values to a custom format, `mm:ss.0`. To avoid these formatting problems, don't open the file directly in the spreadsheet application. Instead, import data from the CSV file into the application, and retain all original formatting by applying the "Text" format to all columns.

  > **Note**
  >
  > If you need to fix timestamp values, it's often easier to fix them in a text editor such as Notepad++.

- Save the file in CSV UTF-8 (Comma-delimited) format.
- After you upload values for the currencies you wish to use, add new sets and update your currency conversion rate file as needed.

Uploading Currency Conversion Rate Data to Spend Data Sync

A currency conversion rate converts from one currency to another, for example, from U.S. dollars to euros. If you want your site to support multiple currencies, you must define and upload currency conversion rates.

Prerequisites

- You have been assigned the **Spend Control Tower Data Manager** role collection in the application configuration client. For more information, refer to Managing User Roles [page 582].

- You downloaded the spend data sync schema. See Downloading CSV Templates for Common Data Loads [page 608].
- You populated the spend data sync schema CSV files with data extracted from your source system. See Best Practices for Preparing the Currency Conversion Rate File with Data [page 608].

Procedure

1. From the spend data sync launchpad, click the **Manage File Uploads** tile.
2. On the **Source Systems** tab, click a source system listed in the table to open it.
3. Choose **Upload**.
4. In the **Upload File** pane, enter the following information:

Option	Description
File Format	Select **.csv** or **.zip**.
File Type	Select **Currency Conversion Rate**.
Upload File	Choose **Choose File**, and select a file to upload.

5. Choose **Upload**

Next Steps

The **Status** field shows the current status of your upload. If there are any invalid records, a ⚠ *Warning* icon appears in the **Validation Report** column. When the upload is completed, you can click the **View** link in the **Validation Report** column to view the summary log, which shows how many total records, valid records, and invalid records are in the upload file.

Troubleshooting Validation Errors

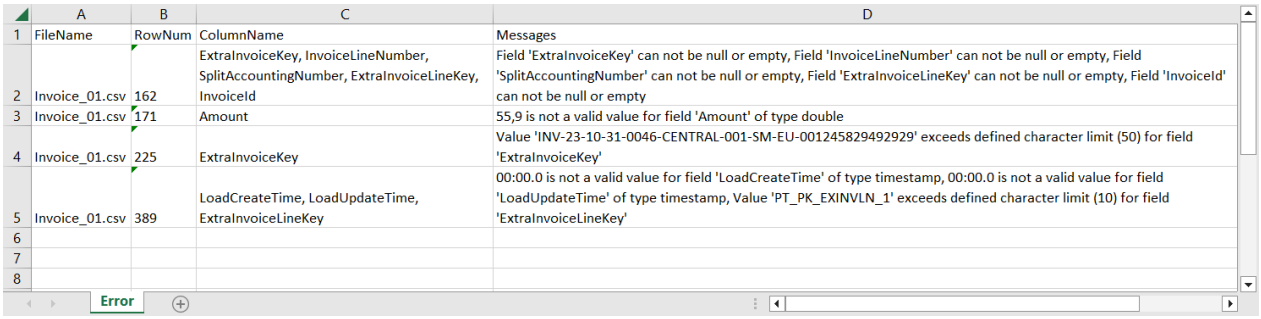
After you upload a data file, you can check for validation errors to make sure the data loaded correctly.

Error logs are pipe-delimited text files with the following header fields:

Field	Description
`FileName`	Upload filename
`RowNum`	Row number where errors occurred
`ColumnName`	Columns where errors occurred
`Messages`	Error messages

Errors that are reported typically involve the content or semantics of the data. Correcting the errors usually requires an understanding of the data, and not just an understanding of the formatting and syntax.

The following figure shows an error log for an Invoice upload file in Microsoft Excel:



	A	B	C	D
1	FileName	RowNum	ColumnName	Messages
2	Invoice_01.csv	162	ExtraInvoiceKey, InvoiceLineNumber, SplitAccountingNumber, ExtraInvoiceLineKey, InvoiceId	Field 'ExtraInvoiceKey' can not be null or empty, Field 'InvoiceLineNumber' can not be null or empty, Field 'SplitAccountingNumber' can not be null or empty, Field 'ExtraInvoiceLineKey' can not be null or empty, Field 'InvoiceId' can not be null or empty
3	Invoice_01.csv	171	Amount	55,9 is not a valid value for field 'Amount' of type double
4	Invoice_01.csv	225	ExtraInvoiceKey	Value 'INV-23-10-31-0046-CENTRAL-001-SM-EU-001245829492929' exceeds defined character limit (50) for field 'ExtraInvoiceKey'
5	Invoice_01.csv	389	LoadCreateTime, LoadUpdateTime, ExtraInvoiceLineKey	00:00.0 is not a valid value for field 'LoadCreateTime' of type timestamp, 00:00.0 is not a valid value for field 'LoadUpdateTime' of type timestamp, Value 'PT_PK_EXINVLN_1' exceeds defined character limit (10) for field 'ExtraInvoiceLineKey'
6				
7				
8				

Error

Figure 7: Error Log Opened in Microsoft Excel

Validation Error Types

Validation errors are displayed in the Error column of validation error logs.

The following table describes some of the more common types of errors that can occur during file upload.

Error Type	Possible Solution
Maximum support file size is 15 MB.	If your CSV file is more than 15 MB, put it in a ZIP file to reduce the size of the upload file.
Invalid file type. Only CSV and ZIP files are supported.	Save your upload file in CSV UTF-8 (Comma delimited) or ZIP format. See Spend Data File Formats [page 602].
File is either encrypted or contains malware.	You can't upload encrypted files. If the file you tried to upload contains malware, try running a virus scan on your system.
Incomplete data received	The complete file failed to upload, maybe because of poor network connectivity. If your network connection is restored, try uploading the file again.
Field [FieldName] cannot be null or empty	Your data is missing a value in a required field. Add the missing field to your data, and try uploading again.
[Value] is not a valid value for field [FieldName] of type [Type]	Make sure the value corresponds to the data type for the field. For decimal values, remember to use a dot (.) as the decimal separator. → Tip Make sure you remove the sample row from the CSV data. Correct the value, and try uploading again.
Value [Value] does not follow given date format 'yyyy-MM-dd H:mm:ss.S' for field [FieldName]	Make sure the timestamp value has the proper date format. Make sure the spreadsheet application you use hasn't converted the value to a custom format, `mm:ss.0`. It's often easier to fix timestamp values in a text editor, such as Notepad++. Correct the value, and try uploading again.
Value [Value] exceeds defined character limit ([MaxLength]) for field [FieldName]	A value exceeds the maximum length for the field. Correct the value, and try uploading again.

Spend Data Sync Schema Reference

Learn about the required data format for comma-separated values (CSV) files when loading spend data using spend data sync.

If you have the **Spend Control Tower Data Manager** role, you are responsible for uploading spend and system data using the CSV files to spend data sync.

There are two types of spend data that can be loaded using CSV files:

- Fact data: Fact tables store specific types of transactional records that are constantly accumulating or changing. Currently, the only supported spend source fact table is the Invoice table. All spend data is sourced from invoice records.
- Dimension data: Dimension tables store records that are standard, slow to change, and shared across transactions. For SAP Ariba Category Management, the essential dimension tables needed are company sites, parts, and suppliers. While the CSV template from the **Manage File Uploads** app may include additional dimensions, only company sites, parts, and suppliers are essential for category management.

In addition to the spend data files, you must also upload the following files:

- Spend Taxonomy Template and Mapping Template: These files define the custom spend taxonomy your organization uses to classify products and services in the global marketplace.
  - The spend taxonomy template outlines the hierarchical structure of spend categories, allowing for consistent classification of spend data across all invoices.
  - The mapping template is used to maintain a list of all relevant spend codes, with the exception flag set to **Yes**.

  These files are required to enable accurate reporting and analysis in SAP Ariba Category Management.

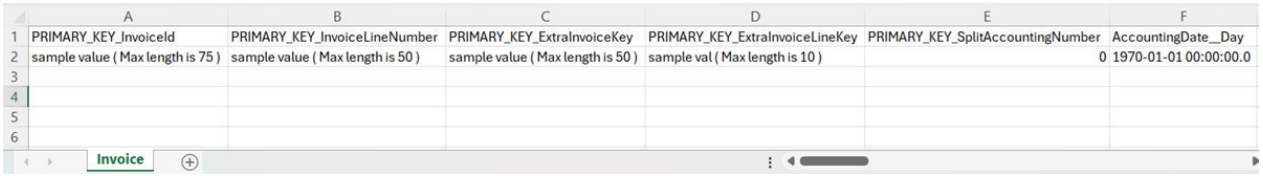
  > ⓘ Note
  >
  > - The taxonomy must include all the spend codes you intend to use on invoices.
  > - Once uploaded, the taxonomy cannot be edited, so make sure the content is complete and accurate before submission.

- Currency conversion rate file: This file defines how to convert one currency into another, for example, from U.S. dollars to euros.
  - If your site supports multiple currencies, you need to define and upload the appropriate currency conversion rates.
  - If the invoice currency matches the reporting currency (for example, both are in EUR), uploading a currency conversion file is not required.
  - If the currencies differ, you must upload the currency conversion file before loading invoice data.

CSV Templates

Before uploading spend data, it's important to familiarize yourself with the dimension and fact data, as well as the CSV templates, which conform to the SAP Spend Control Tower schema.

The CSV template files have a consistent format. The following screenshot shows the `Invoice.csv` file opened in a spreadsheet application.



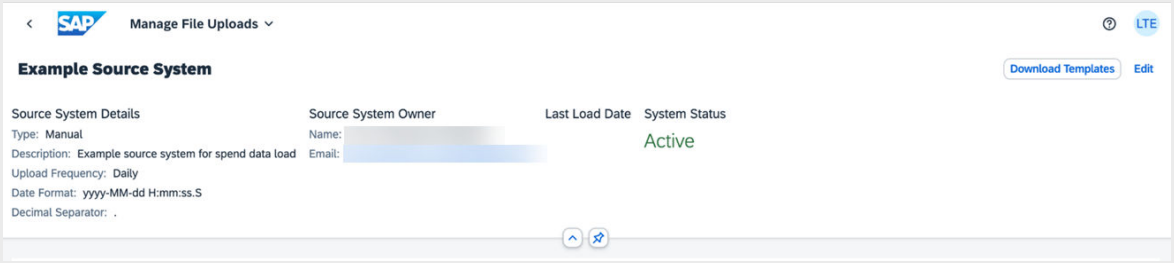
	A	B	C	D	E	F
1	PRIMARY_KEY_InvoiceId	PRIMARY_KEY_InvoiceLineNumber	PRIMARY_KEY_ExtraInvoiceKey	PRIMARY_KEY_ExtraInvoiceLineKey	PRIMARY_KEY_SplitAccountingNumber	AccountingDate__Day
2	sample value (Max length is 75)	sample value (Max length is 50)	sample value (Max length is 50)	sample val (Max length is 10)	0	1970-01-01 00:00:00.0
3						
4						
5						
6						

Invoice

The template file has the following helpful characteristics:

- **Header** - The header appears at the top of the file. The names of primary key fields, which are required for upload unless otherwise noted, start with "PRIMARY_KEY".
- **Sample Values** - Beneath the header row, the second row provides sample values for the fields.
- **Max Length** - The maximum length for fields of type String and Decimal is indicated in the second row, to the right of the sample value.

> **Note**
>
> Only fields of type String and Decimal have maximum lengths.

> **Caution**
>
> Before uploading your data, do the following:
>
> - Ensure to remove the sample row.
> - Ensure all String fields are formatted as text in the spreadsheet. This prevents the spreadsheet from removing leading zeros (for example, in SupplierID or SiteID fields). To keep leading zeros intact, format the columns as text before saving or uploading.
> - Verify that the date field format in your template matches the format used by the source system. You can find the correct date format in the source system section of the **Manage File Uploads** app, as shown below:
>
> 
>

Required Fields

The spend data sync schema reference outlines the required, optional, and not required fields for both dimension and fact tables. To load spend data successfully, make sure all required fields are filled in.

- **Required**: These fields are essential for the spend data load for SAP Ariba Category Management and must be filled in for the file upload to work properly.
- **Optional**: These fields are not mandatory, but they can improve filtering in SAP Analytics Cloud or provide additional context in SAP Ariba Category Management.
- **Recommended**: These fields are not mandatory, but they enhance functionality. It's recommended to fill them in if the data is available.

- **Not Used**: These fields appear in the data model and the templates downloaded from the **Manage File Uploads** app but are not currently used by SAP Ariba Category Management or SAP Analytics Cloud.

Since fact tables depend on dimension tables, it's important to upload the dimension data first, followed by the fact data. If dimension data is not loaded first, the fact file upload will still complete successfully, but you will see referential integrity validation warnings. You can review these warnings in the **Manage File Uploads** app by locating the uploaded fact file, clicking **View** in the **Validation Report** column, and then selecting the **View validation logs** link in the popup window.

> **Note**
>
> The validation logs may also contain warnings related to dimension files that were not uploaded by you. If these dimension files are not intended to be used by you, you can safely ignore those warnings.

Related Information

Company Site [page 617]
Part [page 625]
Supplier [page 639]
Invoice [page 680]

Data Types

When you prepare CSV files with spend data for upload using spend data sync, make sure that each value corresponds to the data type of its field.

The spend data sync schema supports the following data types:

Data Type	Description
Boolean	A value that can be either true or false. See Boolean Fields [page 615].
Decimal	A number that consists of a whole and a fractional part. See Decimal Fields [page 616].
Double	A 64-bit decimal or floating point number.
Integer	A 32-bit integer value.
Long	A 64-bit integer value.
String	A fixed-length character string.
Timestamp	A value representing date and time information. See Timestamp Fields [page 615].

Boolean Fields

The Boolean data type represents the logical concepts of true or false. Consequently, all Boolean fields, such as `IsEvergreen`, can have values of TRUE or FALSE. These values are case-insensitive, and you can also substitute their binary equivalent values, `1` for TRUE and `0` for FALSE.

Condition Evaluates To	Case-Insensitive Value	Binary Equivalent
True	TRUE	1
False	FALSE	0

Timestamp Fields

All timestamp values must be entered in the date format selected for the source system.

When you add a source system, you can select one of the following date formats:

Format	Example
`MM/dd/yyyy`	`08/21/2024`
`dd/MM/yyyy`	`21/08/2024`
`yyyy/MM/dd`	`2024/08/21`
`MM-dd-yyyy`	`08-21-2024`
`dd-MM-yyyy`	`21-08-2024`
`MM/dd/yyyy H.m.ss`	`08/21/2024 10:30:59` **Note** If the hours and minutes portion of the timestamp isn't important, you can enter zeros for them: `08/21/2024 00:00:00`.
`dd/MM/yyyy H.m.ss`	`21/08/2024 10:30:59` **Note** If the hours and minutes portion of the timestamp isn't important, you can enter zeros for them: `21/08/2024 00:00:00`.
`yyyy-MM-dd H:mm:ss.S`	`2024-08-21 10:30:59.0` **Note** If the hours and minutes portion of the timestamp isn't important, you can enter zeros for them: `2024-08-21 00:00:00.0`.

Legend:

Letter	Date or Time Component
y	Year
M	Month in year
d	Day of the month
H	Hour in the day (0-23)
m	Minute in the hour
s	Second in the minute
S	Millisecond in the minute

Careful when you open CSV files in a spreadsheet application, because it may convert the data using automatic number formatting. For instance, it may remove leading zeros from values and convert timestamp values to a custom format, `mm:ss.0`. To avoid formatting problems, don't open the file directly in the spreadsheet application. Instead, import data from the CSV file into the application, and retain all original formatting by applying the "Text" format to all columns.

> **Note**
>
> If you need to fix timestamp values, it's often easier to fix them in a text editor such as Notepad++.

Decimal Fields

All decimal number fields (such as `Quantity`) have a maximum length specified in the following format:

`Precision.Scale`

where

- *`Precision`* is the number of digits in the number.
- *`Scale`* is the number of digits to the right of the decimal point in the number.

For example, the number 123.45 has a precision of 5 and a scale of 2.

If the maximum length for a field is specified as `28.10`, it means that the number can have 28 digits, with 10 digits to the right of the decimal point.

> **Note**
>
> Make sure all decimal values use the decimal separator selected for the source system. The decimal separator can be dot (.) or comma (,).

Dimension Data

Company Site

Use the information in this table to understand the spend data sync dimension data for company sites utilized in SAP Ariba Category Management and SAP Analytics Cloud dashboards.

The Company Site file is used to assign a regional dimension to your spend data. Invoices are linked to the corresponding site through a foreign key association using the **CompanySite__SiteId** field.

The following table shows the dimension data for a company site:

Table 19: **Dimension data for company site**

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_SiteId	Unique site ID	String	25	Required	The value of the primary key field in the first occurrence of the record during the file load is used to uniquely identify that record. This same value must be present in future uploads—whether in the same file or in subsequent ones—to ensure proper record matching and updates. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. **⚠ Caution** Be careful when you open CSV files in a spreadsheet application, because it may convert the data using automatic number formatting. For instance, it may remove leading zeros from values

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					and convert timestamp values to a custom format, mm:ss.0. To avoid formatting problems, don't open the file directly in the spreadsheet application. Instead, import data from the CSV file into the application, and retain all original formatting by applying the "Text" format to all columns.
SiteName	Site name	String	255	Optional	Site names appear as filter options in the **Plant/Site** field on the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Region	Region	String	50	Required	This field is used to display the **Spend by Region** data in the Category Profile story dashboard in SAP Analytics Cloud. It also provides the country-level spend breakdown in the spend cards within SAP Ariba Category Management, based on alignment with configured country codes in SAP Ariba Category Management. Ensure that the values entered in this field align with the configured regions in SAP Ariba Category Management. Examples: NAMER, EMEA, APJ, LATAM, and so on.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Country	Country	String	50	Required	This field is used to provide the **Spend by Region** data in a drilldown format within the Category Profile story dashboard, as well as in the spend cards displayed in SAP Ariba Category Management. Ensure that the values populated in this field align with the appropriate countries, using two-character ISO 3166-1 codes, and match the region-country configurations defined in SAP Ariba Category Management. For example, in SAP Ariba Category Management, the region NAMER includes the countries US (United States) and CA (Canada), so the spend data should also use NAMER as the region and US and CA as the country codes

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					to ensure correct spend representation. The same applies to other regions like EMEA and APJ.
State	State	String	50	Optional	This field is not visible in the SAP Ariba Category Management user interface but can be used as a filter in the Category Profile story dashboard within SAP Analytics Cloud.
City	City	String	50	Optional	This field is not visible in the SAP Ariba Category Management user interface but can be used as a filter in the Category Profile story dashboard within SAP Analytics Cloud.
CompanyLevel0	Company code level 0	String	255	Optional	This field is not visible in the SAP Ariba Category Management user interface but can be used as a filter in the Category Profile story dashboard within SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
CompanyLevel1	Company code level 1	String	255	Optional	This field is not visible in the SAP Ariba Category Management user interface but can be used as a filter in the Category Profile story dashboard within SAP Analytics Cloud.
CompanyLevel2	Company code level 2	String	255	Not Used	This field is not visible in the SAP Ariba Category Management user interface but can be used as a filter in the Category Profile story dashboard within SAP Analytics Cloud.
CompanyLevel3	Company code level 3	String	255	Not Used	This field is not visible in the SAP Ariba Category Management user interface but can be used as a filter in the Category Profile story dashboard within SAP Analytics Cloud.
StreetAddress	Street address	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PostalCode	Postal code	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField1	Flex field 1	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField2	Flex field 2	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField3	Flex field 3	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
TimeUpdated	Time the company site was last updated	Timestamp [page 615]	-	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
TimeCreated	Time the company site was created	Timestamp [page 615]	-	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Related Information

Best Practices and Recommendations [page 709]

Part

Use the information in this table to understand the spend data sync dimension data for parts utilized in SAP Ariba Category Management and SAP Analytics Cloud dashboards.

This file is used to provide part-level dimensions to your spend data. Invoices are linked to parts through a foreign key relationship, using the combination of the fields: **Part__PartKey1**, **Part__PartKey2**, and **Part__PartKey3**.

> **Note**
>
> You can skip uploading this file if you do not need to view the number of parts invoiced per supplier in the SAP Analytics Cloud dashboard.

The following table shows the dimension data for parts:

Table 20: **Dimension data for parts**

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_PartKey1	Internal part number	String	225	Required	At least one primary key field must be filled to enable proper record identification. If there is only one primary key, enter the details in this specific field. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					If you choose not to use a specific primary key field, leave it blank in the file. The system will treat that field as blank for identifying the record in all future uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_PartKey2	Internal part number revision	String	225	Optional	At least one primary key field must be populated to enable proper record identification. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. If you choose not to use a specific primary key field, leave it

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_PartKey3	Part key 3	String	64	Optional	At least one primary key field must be populated to enable proper record identification. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. If you choose not to use a specific primary key field, leave it

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.
PartName	Part name	String	500	Optional	This field contains the part name corresponding to the part represented by this record (as identified by the primary key). It is not displayed in the SAP Ariba Category Management user interface or in the SAP Analytics Cloud dashboard, but it can be included for reference when loading parts through this file.
Description1	Part description	String	1000	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Description2	Part description 2	String	1000	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
Manufacturer	Manufacturer	String	255	Not Used	Recommended for filtering on Manufacturer Name to identify reseller spend.
ManPartNumber	Manufacturer part number	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierPartNumber	Supplier part number	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierPartAuxiliaryId	Supplier auxiliary part number	String	25	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PartNameRank	Active parts	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CommonSupplierId	Common supplier identification name or number	String	64	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MaterialComposition	Material composition	String	500	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
InternalNumber	Internal part number	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
InternalNumberRevision	Internal part number revision	String	3	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
UnitOfMeasure	Unit of measure	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ProductTypeCode	Product type code	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ProductTypeDesc	Product type description	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
StockIndicator	Stock indicator	Boolean [page 615]	-	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
StandardCost	Standard Cost (in base currency)	Decimal [page 616]	28.5	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
StandardCostCurrency	Standard cost currency	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
LeadTime	Length of time to acquire part	String	15	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
OriginCountry	Country/region of origin	String	100	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ForecastUsage1	Forecast usage 1	Decimal [page 616]	28.10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ForecastUsage2	Forecast usage 2	Decimal [page 616]	28.10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ForecastUsage3	Forecast usage 3	Decimal [page 616]	28.10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PartFlexText1	Part Flex Text Field 1	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
PartFlexText2	Part Flex Text Field 2	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
PartFlexText3	Part Flex Text Field 3	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField1	Flex field 1	Decimal [page 616]	28.10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
FlexField2	Flex field 2	Decimal [page 616]	28.10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField3	Flex field 3	Decimal [page 616]	28.10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
TimeCreated	Time the part was created	Timestamp [page 615]	-	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
TimeUpdated	Time the part was last updated	Timestamp [page 615]	-	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Related Information

Best Practices and Recommendations [page 709]

Supplier

Use the information in this table to understand the spend data sync dimension data for suppliers utilized in SAP Ariba Category Management and SAP Analytics Cloud dashboards.

This file is used to add supplier-level dimension to your spend data. Invoices are linked to suppliers through a foreign key relationship, using the combination of the Supplier__SupplierId and Supplier__SupplierLocationId fields.

> **Note**
>
> You can skip this file upload if you do not need supplier-level breakdowns in SAP Ariba Category Management or on the SAP Analytics Cloud dashboard.

The following table shows the dimension data for suppliers:

Table 21:

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_SupplierId	Unique supplier ID	String	50	Required	At least one primary key field must be filled to enable proper record identification. If there is only one primary key, enter the details in this specific field. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					across uploads. If you choose not to use a specific primary key field, leave it blank in the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_SupplierLocationId	Unique supplier location ID	String	50	Optional	At least one primary key field must be filled to enable proper record identification. If there is only one primary key, enter the details in this specific field. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					If you choose not to use a specific primary key field, leave it blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.
SMVendorId	Supplier Management vendor ID	String	255	Recommended	This information is required for the SAP Ariba Supplier Lifecycle and Performance and SAP Ariba Supplier Risk integrations to function correctly and for the supplier records to display in the category supplier cards of SAP Ariba Category Management. Ensure this field is with the smVendorId of the supplier in SAP Ariba Supplier Lifecycle and Performance for the integrations to work properly.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DEGlobalUltimateName	Enriched supplier Global Ultimate parent name	String	255	Required	This field is used to display the **Global Parent** information in the supplier card on SAP Ariba Category Management. It is also utilized in dashboards to show supplier hierarchy in the **Spend by Suppliers (Global Ultimate)** widget within the SAP Analytics Cloud story. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DEGlobalUltimateID	Supplier Global Ultimate ID	String	255	Required	This field is used to display the **Global Parent** information in the supplier card on SAP Ariba Category Management. It is also utilized in dashboards to show supplier hierarchy in the **Spend by Suppliers (Global Ultimate)** widget within the SAP Analytics Cloud story. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DEDiversity	Enriched supplier diversity indicator	Boolean		Recommended	This field is used to populate the **Diversity Indicator** in the supplier card on SAP Ariba Category Management. It is also used in dashboards for the Diversity Spend widget within the SAP Analytics Cloud story. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file. Example values: Enter **1** to indicate the supplier is diverse, or **0** if the supplier is not diverse. If left blank, the value will be loaded as **NULL**.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DESupplierId	Enriched supplier ID	String	255	Required	**Enriched Supplier ID** can be the same as the Supplier ID. It is used to display suppliers in the supplier card on SAP Ariba Category Management. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DESupplierName	Enriched supplier name	String	255	Required	**Enriched Supplier Name** can be the same as the supplier name. It is used to display supplier names in the supplier card on SAP Ariba Category Management. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DECountry	Country/region (enriched)	String	50	Recommended	This is used to display the **Region** field in the supplier card on SAP Ariba Category Management. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DERevenueRating	Revenue rating (enriched)	String	255	Recommended	This is used to display the **Revenue Rating** field in the supplier card on SAP Ariba Category Management, as well as in the dashboards. → Remember This field is not included in the template by default; users must manually add the column and enter the corresponding values when loading the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
SupplierName	Supplier name	String	255	Optional	This is the supplier name corresponding to the supplier ID provided in the primary key. It is not displayed in the SAP Ariba Category Management user interface or in the SAP Analytics Cloud dashboard, but it can be included for reference when loading suppliers through this file.
SupplierType	Supplier type	String	50	Recommended	This field is used to display the Supplier Type in the supplier card on SAP Ariba Category Management. Examples: Preferred and Non-Preferred.
ANNumber	A unique identifier for a buyer or supplier on SAP Business Network	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
CommonSupplierId	Common supplier ID	String	64	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CommonSupplierName	Common supplier name	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DUNSNumber	DUNS number	String	12	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ERPVendorId	ERP vendor ID	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PaymentType	Payment type	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
LegalSupplierName	Legal supplier name	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
Industry	Industry	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
IndustryType	Industry type	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PaymentTerms	Payment terms	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierAccountGroup	Supplier account group	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
PurchasingGroup	Purchasing group	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
PurchasingOrg	Purchasing organization	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
IsBlocked	Is blocked indicator	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DeletionIndicator	Deletion indicator	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
IsOneTimeVendorShell	Is OneTimeVendor shell	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
StateTIN	State tax identification number	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
CertifiedMinorityOwned	Certified minority-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ProcurementUnitParent	Procurement unit parent	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ShortDescription	Short description of the supplier	String	1000	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
VeteranOwnedEnterprise	Veteran-owned enterprise	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
FaxNumber	Fax number	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
UsTIN	U.S. tax identification number	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL1	Supplier name Level 1	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL2	Supplier name Level 2	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
SupplierNameL3	Supplier name Level 3	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL4	Supplier name Level 4	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL5	Supplier name Level 5	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL6	Supplier name Level 6	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
SupplierNameL7	Supplier name Level 7	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL8	Supplier name Level 8	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL9	Supplier name Level 9	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameL10	Supplier name Level 10	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DiversityDisabledOwned	Diversity disabled-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
IsHardLimit	Is hard limit	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ContactPhoneNumber	Contact phone number	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
NumberOfEmployees	Number of employees	Integer		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
ContactFirstName	Contact first name	String	256	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MinorityOwnedEnterprise	Minority-owned enterprise	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
GlobalLocationNumber	Global location number	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
VietnamVO	Vietnam veteran-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
OrderRoutingType	Order routing type	String	25	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedSDB	Certified small disadvantaged business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversityLaborSurplus	Diversity labor surplus	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
LegalName	Legal name	String	256	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DiversitySmallBusiness	Diversity small business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MinorityAsian	Asian-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MinorityIS	Minority Indian subcontinent	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
WomanOwnedEnterprise	Woman-owned enterprise	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
SupplierIdL1	Supplier ID Level 1	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdL2	Supplier ID Level 2	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdL3	Supplier ID Level 3	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdL4	Supplier ID Level 4	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
SupplierIdL5	Supplier ID Level 5	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdL6	Supplier ID Level 6	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdL7	Supplier ID Level 7	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdL8	Supplier ID Level 8	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
VeteranOwned	Veteran-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
State	State/region	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedVeteranOwned	Certified veteran-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierIdRank	Supplier ID rank	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
ParentSupplierId	Parent supplier ID	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierNameRank	Supplier name rank	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MaxInvoiceCount	Maximum invoice count	Integer		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
PreferredLanguage	Preferred language	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
IsCustomer	Customer indicator	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MinorityHispanic	Hispanic-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
EthnicityEnterprise	Diversity ethnicity enterprise	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
SupplierPublicName	Supplier public name	String	1000	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DiversityEnterprise	Supplier enterprise diversity indicator	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MinorityOther	Other minority-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedWomanOwned	Certified woman-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
Alias1	Alias 1	String	512	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Alias2	Alias 2	String	512	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
VatID	Value-added tax ID	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ApprovalStatus	Approval status	String	25	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
StateOfIncorporation	State of incorporation	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
MinorityNA	Native American-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ContactLastName	Contact last name	String	256	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversityGreen	Green business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
YearFounded	Year founded	Integer		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Country	Country/region	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DVOEnterprise	Disabled veteran-owned enterprise	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DisadvantagedEnterprise	Disadvantaged business enterprise	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
Diversity	Diversity	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
CertifiedDisadvantaged	Certified disadvantaged	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedEthnicity	Certified diversity ethnicity	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
IsSupplier	Is supplier	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedDiversity	Supplier certified diversity indicator	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
MinorityBlack	Black-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversityHUBZone	HUBZone	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
WomanOwned	Woman-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversitySDB	Small Disadvantaged Business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DiversityDVO	Disabled Veteran-Owned Business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversityHBCU	Historically Black College or University / Minority Institution	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedSBA8A	Certified SBA 8(a)	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
CertifiedDisabledOwned	Certified disabled-owned	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
City	City	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
MinorityOwned	Minority-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
StockSymbol	Stock symbol	String	10	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
PostalCode	Postal code	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
BackupWithholdingExempt	Backup withholding exempt	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversitySBA8A	SBA 8(a) (enriched)	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
RegionalTIN	Regional tax identification number	String	128	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
OrganizationType	Organization type	String	64	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
CertifiedHUBZone	Certified HUBZone	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
DiversityGLBTOwned	GLBT-owned business	Boolean [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
StreetAddress	Street address	String	255	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
ContactEmail	Contact email	String	256	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
DiversityEthnicity	Diversity ethnicity	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField1	Flex field 1	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField2	Flex field 2	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
FlexField3	Flex field 3	String	50	Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
TimeCreated	Time the supplier was created	Timestamp [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.
TimeUpdated	Time the supplier was last updated	Timestamp [page 615]		Not Used	This field is not used in SAP Ariba Category Management or the Category Profile story dashboard in SAP Analytics Cloud.

Related Information

Best Practices and Recommendations [page 709]

Fact Data

Invoice

Use the information in this table to understand the spend data sync fact data for invoice transactions.

This is the main invoice file that contains the primary keys and the necessary foreign key associations to the various dimension files.

The following table shows the fact data for invoices:

Table 22: **Fact data for invoice transactions**

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_InvoiceId	Invoice ID	String	75	Required	At least one primary key field must be filled to enable proper record identification. If there is only one primary key field, make sure to fill this specific field. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					across uploads. If you choose not to use a specific primary key field, leave it blank in the file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_InvoiceLineNumber	Invoice line number	String	50	Optional	At least one primary key field must be filled to enable proper record identification. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. If you choose not to use a specific primary key field, leave it

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_ExtraInvoiceKey	Extra invoice key	String	50	Optional	At least one primary key field must be filled to enable proper record identification. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. If you choose not to use a specific primary key field, leave it

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_ExtraInvoiceLineKey	Extra invoice line key	String	10	Optional	At least one primary key field must be filled to enable proper record identification. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. If you choose not to use a specific primary key field, leave it

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
PRIMARY_KEY_SplitAccountingNumber	Integer representing the split accounting number	Integer		Optional	At least one primary key field must be filled to enable proper record identification. The combination of values in the primary key fields is used to uniquely identify each record. Once a record is loaded, if the same primary key combination appears in future uploads—whether in the same file or subsequent ones—the system will recognize and update the existing record. Ensure the primary key fields are filled in correctly to maintain consistent identification across uploads. If you choose not to use a specific primary key field, leave it

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					blank in the file. The system will treat that field as blank when forming the combined key used for identifying the record in all future uploads.
SpendTaxonomy__CodeId	Spend taxonomy classification code ID	String		Required	This is the classification code on the invoice. This field is not included in the template downloaded from the app, so users must manually add the column and enter the corresponding values when loading the file. The value in this field should match one of the codes uploaded in the spend taxonomy file, which must be uploaded before the invoice file.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
AccountingDate__Day	Accounting date: day	Timestamp [page 615]		Required	This date field is used to represent spend across different periods in SAP Ariba Category Management and on SAP Analytics Cloud dashboards.
Amount	Amount	Decimal [page 616]	28.5	Required	This field represents the spend amount for the invoice and is used to display spend aggregation in SAP Ariba Category Management.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
AmountCurrency	3 digit ISO currency code.	String	10	Required	This field represents the currency of the invoice spend. If it differs from the reporting currency defined in the configuration, it is treated as the source currency and used to convert the amount to the reporting currency, based on the conversion rates provided in the Currency Conversion file (which must be uploaded before the invoice data is loaded).

Name	Field Description	Data Type	Max Length	Field Applicability	Note
CompanySite__SiteId	Company site: site ID	String	25	Recommended	This field is part of the company site primary key used to represent **Spend by Region** in SAP Ariba Category Management and on SAP Analytics Cloud dashboards. The company site primary key on the invoice must match the one provided in the Company Site file upload to ensure spend data aligns correctly. **Note** The cross-file validation verifies whether the company site referenced in the invoice exists in the Company Site dimension file. If it is not found, a reference check re-

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					port will be generated; however, this will not cause the invoice load to fail.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Supplier__SupplierId	Supplier: supplier ID	String	50	Recommended	This field is part of the supplier primary key combination used to represent **Spend by Supplier** in SAP Ariba Category Management and on SAP Analytics Cloud dashboards. The complete primary key (i.e., the combination of all supplier primary key fields) on the invoice must match the primary key provided in the Supplier file upload for the spend data to align correctly. Ensure that the primary key combination matches what was specified in the corresponding dimension file. **Note** The cross-file validation

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					verifies whether the company site referenced in the invoice exists in the Company Site dimension file. If it is not found, a reference check report will be generated; however, this will not cause the invoice load to fail.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Supplier__SupplierLocationId	Supplier: supplier location ID	String	50	Recommended	This field is part of the supplier primary key combination used to represent **Spend by Supplier** in SAP Ariba Category Management and on SAP Analytics Cloud dashboards. The complete primary key (i.e., the combination of all supplier primary key fields) on the invoice must match the primary key provided in the Supplier file upload for the spend data to align correctly. Ensure that the primary key combination matches what was specified in the corresponding dimension file. **Note** The cross-file validation

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					verifies whether the company site referenced in the invoice exists in the Company Site dimension file. If it is not found, a reference check report will be generated; however, this will not cause the invoice load to fail.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Part__PartKey1	Part: internal part number	String	225	Recommended	This field is part of the primary key combination used to represent individual parts in the SAP Analytics Cloud dashboard. The complete primary key (i.e., the combination of all primary key fields) for a part on the invoice must match the primary key provided for that part in the Part file, which should be uploaded before the invoice file. Ensure that the primary key combination matches what was provided in the corresponding dimension file. **Note** The cross-file validation verifies whether the company site refer-

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					enced in the invoice exists in the Company Site dimension file. If it is not found, a reference check report will be generated; however, this will not cause the invoice load to fail.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Part__PartKey2	Part: internal part number revision	String	25	Recommended	This field is part of the primary key combination used to represent individual parts in the SAP Analytics Cloud dashboard. The complete primary key (i.e., the combination of all primary key fields) for a part on the invoice must match the primary key provided for that part in the Part file, which should be uploaded before the invoice file. Ensure that the primary key combination matches what was provided in the corresponding dimension file. **Note** The cross-file validation verifies whether the company site refer-

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					enced in the invoice exists in the Company Site dimension file. If it is not found, a reference check report will be generated; however, this will not cause the invoice load to fail.

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Part__PartKey3	Part: part key 3	String	64	Recommended	This field is part of the primary key combination used to represent individual parts in the SAP Analytics Cloud dashboard. The complete primary key (i.e., the combination of all primary key fields) for a part on the invoice must match the primary key provided for that part in the Part file, which should be uploaded before the invoice file. Ensure that the primary key combination matches what was provided in the corresponding dimension file. **Note** The cross-file validation verifies whether the company site refer-

Name	Field Description	Data Type	Max Length	Field Applicability	Note
					enced in the invoice exists in the Company Site dimension file. If it is not found, a reference check report will be generated; however, this will not cause the invoice load to fail.
Contract__ContractId	Contract: contract ID	String	50	Recommended	This field is used to calculate non-managed spend shown in the **Spend by Suppliers** card in SAP Ariba Category Management. Invoice amounts missing this field contribute to the non-managed spend value for the respective supplier in the supplier list.
FiscalYear	Fiscal year	String	100	Optional	
Description	Invoice description	String	1000	Optional	
Quantity	Quantity	Decimal [page 616]	28.5	Optional	
UnitOfMeasure__UnitOfMeasureId	Unit of measure: unit of measure ID	String	255	Optional	

Name	Field Description	Data Type	Max Length	Field Applicability	Note
OriginalQuantity	Original quantity	Decimal [page 616]	28.10	Optional	
OriginalUnitOfMeasure	Original unit of measure	String	50	Optional	
PaidDate__Day	Paid date: day	Timestamp [page 615]		Optional	This field is used as a filter on the SAP Analytics Cloud dashboard.
PaymentTerms	Payment terms	String	100	Optional	This field is used as a filter on the SAP Analytics Cloud dashboard.
POId	Purchase order ID	String	50	Recommended	This field is used to populate the purchase orders KPI in the SAP Analytics Cloud dashboard.
CompanyAmount	Company amount	Decimal [page 616]	28.5	Not Used	
CompanyCurrencyCode	Company currency code	String	50	Not Used	
OrigAmount	Amount of money spent in Original Currency	Decimal [page 616]	28.5	Not Used	
OrigCurrencyCode	Original currency code	String	10	Not Used	
TransactionCurrency	Transaction Currency	String	50	Not Used	
DebitCredit	Debit/credit	String	10	Not Used	
InvoiceDate__Day	Invoice date: day	Timestamp [page 615]		Not Used	
BaselineDate	Baseline date	Timestamp [page 615]		Not Used	
LineItemCount	Line Item Count	Decimal [page 616]	28.5	Not Used	
InvoiceNumber	Invoice number	String	50	Not Used	
InvoiceType	Type of invoice	String	25	Not Used	

Name	Field Description	Data Type	Max Length	Field Applicability	Note
LineType	Line type	String	25	Not Used	
ERPCommodity__CommodityId	ERP commodity: commodity ID	String	50	Not Used	
CompanyCode__CompanyCodeId	Company code: company code ID	String	255	Not Used	
Account__AccountId	Account: account ID	String	50	Not Used	
Account__CompanyCode	Account: company code	String	50	Not Used	
ContractLineNumber	Contract line number	String	50	Not Used	
ExtraPOKey	Extra purchase order key	String	50	Not Used	
ExtraPOLineKey	Extra purchase order line key	String	10	Not Used	
POLineNumber	Purchase order line number	String	50	Not Used	
PODescription	Purchase order description	String	1000	Not Used	
POAmount	Purchase order amount	Decimal [page 616]	28.5	Not Used	
CostCenter__CompanyCode	Cost center: company code	String	50	Not Used	
CostCenter__CostCenterId	Cost center: cost center ID	String	50	Not Used	
WBSElement__WBSElementId	WBS element: WBS element ID	Integer		Not Used	
SalesOrder__SalesOrderId	Sales order: sales order ID	String	255	Not Used	
SalesOrder__SalesOrderItem	Sales order: sales order item	String	512	Not Used	
InternalOrder__InternalOrderId	Internal order: internal order ID	String	1333	Not Used	
AssetId	Asset ID	String	128	Not Used	
ProfitabilitySegment	Profitability segment	String	255	Not Used	
ProfitCenter	Profit center	String	255	Not Used	
ShippingAmount	Shipping amount	Decimal [page 616]	28.5	Not Used	
TaxAmount	Tax amount	Decimal [page 616]	28.5	Not Used	

Name	Field Description	Data Type	Max Length	Field Applicability	Note
Discount	Discount	Decimal [page 616]	28.5	Not Used	
PriceUnit	Price unit	Integer		Not Used	
InvoiceUnitPrice	Invoice unit price	Integer		Not Used	
UnitPrice	Unit price	Decimal [page 616]	28.3	Not Used	
ReferenceDocumentType	Reference document type	String	255	Not Used	
OriginalReferenceDocument	Original reference document	String	255	Not Used	
ReferenceDocumentLogicalSystem	Reference document logical system	String	255	Not Used	
AssignmentReference	Assignment reference	String	255	Not Used	
Requester__UserId	Requester: user ID	String	50	Not Used	
FlexString1	Flex string 1	String	255	Not Used	
FlexString2	Flex string 2	String	255	Not Used	
FlexString3	Flex string 3	String	255	Not Used	
FlexString4	Flex string 4	String	255	Not Used	
FlexString5	Flex string 5	String	255	Not Used	
FlexString6	Flex string 6	String	255	Not Used	
FlexString7	Flex string 7	String	255	Not Used	
FlexString8	Flex string 8	String	255	Not Used	
FlexString9	Flex string 9	String	255	Not Used	
FlexString10	Flex string 10	String	255	Not Used	
FlexDate1__Day	Flex date 1: day	Timestamp [page 615]		Not Used	
FlexDate2__Day	Flex date 2: day	Timestamp [page 615]		Not Used	
FlexDate3__Day	Flex date 3: day	Timestamp [page 615]		Not Used	
FlexDate4__Day	Flex date 4: day	Timestamp [page 615]		Not Used	
FlexDate5__Day	Flex date 5: day	Timestamp [page 615]		Not Used	
FlexMeasure1	Flex measure 1	Decimal [page 616]	28.5	Not Used	

Name	Field Description	Data Type	Max Length	Field Applicability	Note
FlexMeasure2	Flex measure 2	Decimal [page 616]	28.5	Not Used	
FlexMeasure3	Flex measure 3	Decimal [page 616]	28.5	Not Used	
FlexMeasure4	Flex measure 4	Decimal [page 616]	28.5	Not Used	
FlexMeasure5	Flex measure 5	Decimal [page 616]	28.5	Not Used	
FlexDimension1__FieldId	Flex dimension 1: field ID	String	255	Not Used	
FlexDimension2__FieldId	Flex dimension 2: field ID	String	255	Not Used	
FlexDimension3__FieldId	Flex dimension 3: field ID	String	255	Not Used	
FlexDimension4__FieldId	Flex dimension 4: field ID	String	255	Not Used	
FlexDimension5__FieldId	Flex dimension 5: field ID	String	255	Not Used	
FlexDimension6__FieldId	Flex dimension 6: field ID	String	255	Not Used	
FlexDimension7__FieldId	Flex dimension 7: field ID	String	255	Not Used	
FlexDimension8__FieldId	Flex dimension 8: field ID	String	255	Not Used	
FlexDimension9__FieldId	Flex dimension 9: field ID	String	255	Not Used	
FlexDimension10__FieldId	Flex dimension 10: field ID	String	255	Not Used	
FlexDimension11__FieldId	Flex dimension 11: field ID	String	255	Not Used	
FlexDimension12__FieldId	Flex dimension 12: field ID	String	255	Not Used	
FlexDimension13__FieldId	Flex dimension 13: field ID	String	255	Not Used	
FlexDimension14__FieldId	Flex dimension 14: field ID	String	255	Not Used	
TimeUpdated	Time the fact was last updated	Timestamp [page 615]		Not Used	
TimeCreated	Time the fact was created	Timestamp [page 615]		Not Used	

Related Information

Best Practices and Recommendations [page 709]

Best Practices and Recommendations

Read this for tips on preparing spend data and currency conversion rate files for upload.

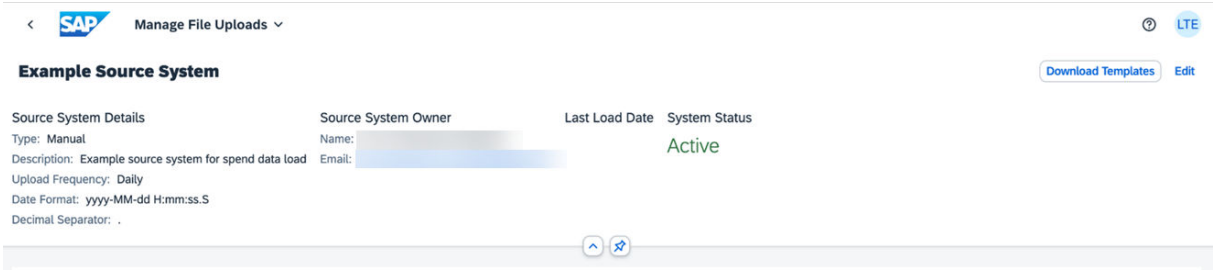
Preparing Spend Data Files for Upload

When you populate the spend data sync schema files with data, we recommend following these guidelines:

- Start with a small set of sample data for each file type, for example, 10 records per file type.
- Make sure you remove the sample row from the CSV data.

  > ⚠ Caution
  >
  > Don't remove or revise the header row.

- Make sure timestamp values have the proper date format for your source system.
- Make sure all string fields are formatted as text in the spreadsheet. This prevents the spreadsheet from removing leading zeros (for example, in SupplierID or SiteID fields). To keep leading zeros intact, format the columns as text before saving or uploading.
- Verify that the date field format in your template matches the format used by the source system. You can find the correct date format in the source system section of the **Manage File Uploads** app, as shown below:



- If you open the file in a spreadsheet application, it may convert the data using automatic number formatting. For instance, it may remove leading zeros from values and convert timestamp values to a custom format, `mm:ss.0`. To avoid these formatting problems, don't open the file directly in the spreadsheet application. Instead, import data from the CSV file into the application, and retain all original formatting by applying the "Text" format to all columns.

  > ⓘ Note
  >
  > If you need to fix timestamp values, it's often easier to fix them in a text editor such as Notepad++.

- Make sure decimal value conform to the decimal separator character for your source system.
- Save the file in CSV UTF-8 (Comma-delimited) format.

Preparing the Currency Conversion Rate File with Data

When you populate the currency conversion rate file with data, we recommend following these guidelines:

- Make sure you remove the sample row from the CSV data.
- Include the following fields. All primary key fields are required.

Field	Description
`PRIMARY_KEY_UniqueName`	Unique name of the currency.
`TimeCreated`	Time the currency conversion rate was created. Make sure the timestamp value uses the following date format: `yyyy-MM-dd H:mm:ss.S`. For example: `2024-06-01 00:00:00.0`.
`TimeUpdated`	Time the currency conversion rate was updated. Make sure the timestamp value uses the following date format: `yyyy-MM-dd H:mm:ss.S`. For example: `2024-06-01 00:00:00.0`.
`ExchangeRate`	The currency conversion rate as a decimal value, for example, 0.6924 or 1.916. Make sure the value uses a dot (.) decimal separator character.
`PRIMARY_KEY_SourceCurrency`	The currency code of the currency from which the monetary value is converted, for example, USD.
`PRIMARY_KEY_TargetCurrency`	The currency code of the currency to which the monetary value is converted, for example, EUR.
`PRIMARY_KEY_ValidityStartDate`	The date the conversion rate goes into effect. Make sure the date uses the following date format: `yyyy-MM-dd H:mm:ss.S`. For example: `2024-06-01 00:00:00.0`.

- If you open the file in a spreadsheet application, it may convert the data using automatic number formatting. For instance, it may remove leading zeros from values and convert timestamp values to a custom format, `mm:ss.0`. To avoid these formatting problems, don't open the file directly in the spreadsheet application. Instead, import data from the CSV file into the application, and retain all original formatting by applying the "Text" format to all columns.

  > **Note**
  >
  > If you need to fix timestamp values, it's often easier to fix them in a text editor such as Notepad++.

- Save the file in CSV UTF-8 (Comma-delimited) format.
- After you upload values for the currencies you wish to use, add new sets and update your currency conversion rate file as needed.

Enhancements to the Initiatives Overview app in SAP Ariba Category Management

Business Details

This feature allows you to switch between visual and compact filters and save your filtering preferences in the **Initiatives Overview** app in SAP Ariba Category Management. You can now export initiatives to a spreadsheet for

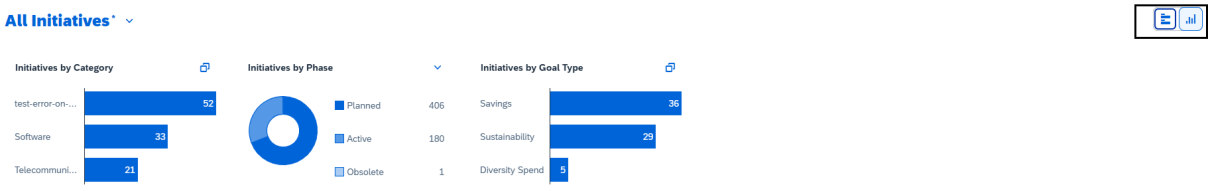
offline data analysis. The enhanced overview enables you to visualize all initiative benefits (estimated benefits, negotiated benefits, and realized benefits) and **Baseline Spend** in a single view across multiple categories.

Changes to the User Interface

Initiatives Overview app:

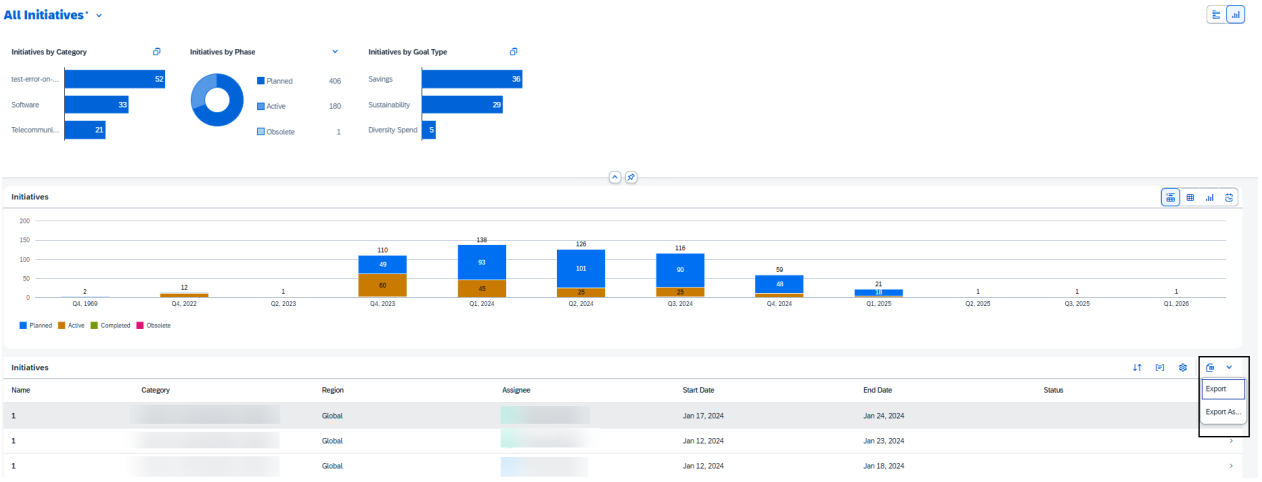
This feature introduces the following user interface changes:

- You can now switch between visual and compact filters, with the applied filters reflected in all the views. Visual filters offer interactive bar chart or segments to visualize initiatives based on categories, phases, and goal types. Compact filters allow you to manually search for initiatives across multiple categories.



- You can now use variant management to save both visual and compact filters based on your selections.
- You can now use the ⚙ icon in the initiatives table to add additional fields such as **Baseline Spend**, **Estimated Benefit**, **Realized Benefit**, and **Negotiated Benefit** fields to add to the table view.
- You can now use the icon in the initiatives table to choose **Export** or **Export As...** and download the initiative details to a spreadsheet.

The following image shows the visual and compact filters in the **Initiatives Overview** app:



Implementation Details

General Prerequisites

You must have the **Category Management Procurement Lead** role collection or user group assigned to access the **Initiatives Overview** app.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not applicable
Component	Not applicable
Environment	Not applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-471
Sub Process (Modular Business Process)	Not applicable
Application Component	S2P-SRC-CATM
Area	Not applicable
Link to Demo	Not applicable
Solution Capability	Not applicable
User Type	Buyer

Related Information

Initiatives Overview

Ability to Add External Stakeholders in SAP Ariba Category Management

Business Details

With this new feature, category managers can now add external stakeholders to the **Stakeholders Map** in SAP Ariba Category Management, even if they aren't added as users in the Identity Authentication service tenant of SAP Cloud Identity Services. Maintaining a comprehensive list of all relevant stakeholders helps category managers foster greater collaboration, transparency, and alignment across teams. This approach leads to more well-rounded and effective category strategies.

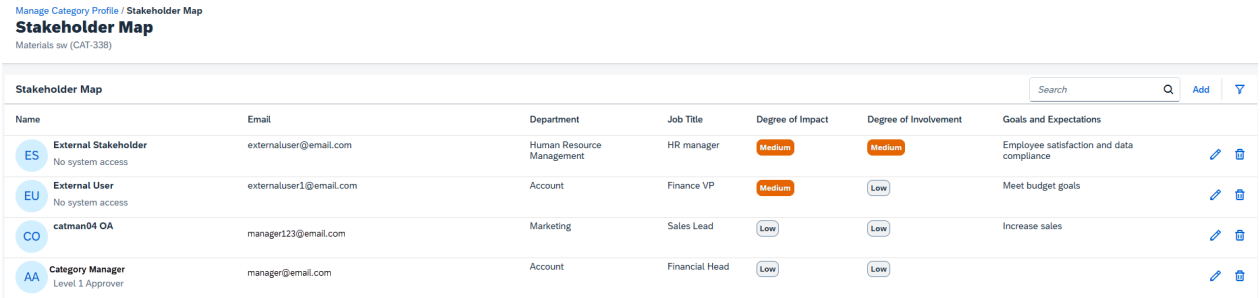
Changes to the User Interface

Manage Category Profile app:

You can now add external stakeholders to the category profile. To add them to the **Stakeholder Map**, enter a unique user name and optionally an email address. Make sure you've obtained permission from external stakeholders before entering their details and adding them to the **Stakeholder Map**.

> **Note**
>
> - External stakeholders added to the **Stakeholder Map** don't get access to SAP Ariba Category Management until they're added as users in the Identity Authentication service tenant of SAP Cloud Identity Services.
> - Newly added external stakeholders can't be designated as an approver for a strategy and plan document, because they aren't users in SAP Ariba Category Management and don't have the required permissions.

The following image shows the newly added **No system access** indicator for external stakeholders who are added to the **Stakeholder Map**:



Implementation Details

General Prerequisites

You must be the assigned lead category manager for the specific category.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-357
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Stakeholder Map
Adding, Editing, and Deleting Stakeholders

Change of SCIM System to a New Connector for Provisioning Users in Intelligent Opportunity Analyzer

Business Details

This feature introduces a new connector named **Intelligent Opportunity Analyzer** within the Identity Provisioning service, designed for provisioning users to intelligent opportunity analyzer. This connector replaces the SCIM System that was used earlier for user provisioning in intelligent opportunity analyzer.

Intelligent opportunity analyzer currently integrates only with SAP Ariba Category Management. Depending on the method used to provision SAP Ariba Category Management, the intelligent opportunity analyzer setup may follow one of the following options:

- Simplified Provisioning: If SAP Ariba Category Management is provisioned using the simplified provisioning method, the intelligent opportunity analyzer is automatically provisioned and managed by SAP. No manual setup of the target system is required.
- Manual Provisioning: If SAP Ariba Category Management is provisioned using the manual provisioning method, you will need to manually set up the intelligent opportunity analyzer through the SAP BTP Cockpit. While setting up, ensure to use the Intelligent Opportunity Analyzer connector. For more information, see Setting Up User Replication for Intelligent Opportunity Analyzer [page 717].

Changes to the User Interface

A new option, **Intelligent Opportunity Analyzer**, is now available in the **Type** dropdown menu while setting up the target system in Identity Provisioning for user replication in intelligent opportunity analyzer. You must use intelligent opportunity analyzer option instead of the SCIM System that was used earlier as the target system, when setting up a target system in Identity Provisioning Service.

Implementation Details

Configuration

With this feature, you must use the **Intelligent Opportunity Analyzer** connector while setting up the target system in Identity Provisioning to provision users in intelligent opportunity analyzer.

If SAP Ariba Category Management is provisioned using the manual provisioning method, you should manually set up theintelligent opportunity analyzer through the SAP BTP Cockpit. While setting up, ensure to use the **Intelligent Opportunity Analyzer** connector. For more information, see Setting Up User Replication for Intelligent Opportunity Analyzer [page 717].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement

Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ARBIOA-35
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-OA
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Setting Up User Replication for Intelligent Opportunity Analyzer [page 717]
SCIM APIs for Intelligent Opportunity Analyzer [page 719]

Setting Up User Replication for Intelligent Opportunity Analyzer

Prerequisites

- You must have subscribed to SAP Ariba Category Management as described in Subscribing to SAP Ariba Category Management in SAP BTP.
- You must have completed the procurement data warehouse configuration as described in Procurement Data Warehouse Setup.
- You must have added **Intelligent Opportunity Analyzer** with **scim** plan in the **Entitlements** page of your subaccount as described in Assigning the Entitlements for Intelligent Opportunity Analyzer to Your Subaccounts.
- You must have set up a source system in Identity Provisioning and scheduled a replication job. For more information, see Identity Authentication in the SAP Cloud Identity Services - Identity Provisioning guide. Ensure to use `ClientCertificateAuthentication` as the authentication type while configuring the source system.

Context

Create a general SCIM 2.0 based target system to write users to it.

Procedure

1. In the SAP BTP cockpit, select your SAP Ariba Category Management subaccount.
2. Under **Services**, click on **Instances and Subscriptions**.
3. Click **Create**.
   The **New Instance or Subscription** dialog box is displayed.
4. In the **New Instance or Subscription** dialog box, enter the following:
   - **Service**: From the dropdown list, select **Intelligent Opportunity Analyzer**.
   - **Plan**: From the dropdown list, select **scim**.
   - **Runtime Environment**: From the dropdown list, select **Cloud Foundry**.
   - **Space**: Select the space from the dropdown list where you want to create category management-related service instances.
   - **Instance Name**: Enter an instance name, for example: `intelligent-opportunity-analyzer-scim-access`.
5. Click **Create**.
6. In the popup window, click **View Instance**.

   Alternatively, you can view the instance you created in the **Instances** page. Select **Instances** in the left navigation pane of your subaccount in the SAP BTP Cockpit.

7. On the instance you have created, click ••• in the right panel, and select **Create Service Key**. Enter a service key name and click **Create**.
8. On the service key you have created, click ••• in the right panel, and select **View**.
   The service key detail text is displayed in the **Credentials** popup.
9. Note the corresponding values of the following fields:
   - **clientid**
   - **clientsecret**
   - **url**

   You now have to configure user replication for intelligent opportunity analyzer using **Identity Provisioning Service (IPS)**.
10. Set up a target system in Identity Provisioning. Read SAP Cloud Identity Service: SCIM System for information on how to create the target system.

    If you want to filter the list of users to replicate, read Transformations.
11. In the SAP Cloud Identity Services, select **Identity Provisioning** > **Target Systems**.
12. Add a target system.
    a. In the Identity Provisioning UI, select **Identity Provisioning** > **Target Systems**.
    b. Choose the **Add** button at the bottom of the left-hand panel.
    c. On the **Details** tab, provide the following information:

Property Name	Value
Type	Select **Intelligent Opportunity Analyzer**. **Note** From March 2025 onwards, you must use **Intelligent Opportunity Analyzer** as the type instead of the **SCIM System** for the target system.
System Name	Enter a name for the system.
Description	(Optional) Enter a description for the system.
Source Systems	Select the source system name that you created in Identity Provisioning. **Note** Ensure to associate the source system with the target system by selecting the configured source system in the **Source Systems** field. If a source system is not explicitly selected in the target system's **Source Systems** field, then the entities for all enabled source systems will be provisioned to this target.

    d. Click **Save**.
    e. On the **Properties** tab, click **Add** > **Standard** to configure the connection settings for your system.

Add the following values:

Property Name	Value
Type	HTTP

URL	For EU data center, enter the following URL:
	`https://ioa-prod-eu30-prod-eu30-ioa-api.cfapps.eu30.hana.ondemand.com/`
	For US data center, enter the following URL:
	`https://ioa-prod-us30-prod-us30-ioa-api.cfapps.us30.hana.ondemand.com/`

ProxyType	**Internet**
Authentication	**BasicAuthentication**
User	Value obtained from the **clientid** field of the SCIM service key for intelligent opportunity analyzer service instance that you noted in step 9.
OAuth2TokenServiceURL	Value obtained from the **url** field of the SCIM service key for intelligent opportunity analyzer service instance that you noted in step 9. Ensure to append the value with **`/oauth/token?grant_type=client_credentials`** For example: `https://url.com/oauth/token?grant_type=client_credentials`

f. On the **Properties** tab, click **Add** > **Credential** to configure the password.

Add the following value:

Property Name	Value
Password	Value obtained from the **clientsecret** field of the SCIM service key for intelligent opportunity analyzer service instance that you noted in step 9.

13. Click **Save**.
14. Once a replication job has run, make sure that users have been replicated.

SCIM APIs for Intelligent Opportunity Analyzer

Use the SCIM APIs to maintain users between intelligent opportunity analyzer and multiple supported cloud and on-premise systems, both SAP and non-SAP.

To exchange identity data with the Identity Provisioning Service (IPS), the intelligent opportunity analyzer application implements an API that follows the SCIM 2.0 standard. Currently, our API only supports the SCIM

operations according to our business requirements. Therefore, new implementations can occur in case of new requirements.

Endpoints

The available endpoints for the User resource are the following:

- Get User
- Get Users
- Create User
- Update User
- Delete User

Summary

Check out the following summary of the available endpoints:

HTTP Method	Endpoint
GET	/api/scim/v1/Users/<userId>
GET	/api/scim/v1/Users
POST	/api/scim/v1/Users
PUT	/api/scim/v1/Users/<userId>
DELETE	/api/scim/v1/Users/<userId>

Get Users

```
GET /api/scim/v1/Users
```

Response Example

```
[
  {
    "id": "string",
    "userName": "string",
    "name": {
      "familyName": "string",
      "givenName": "string"
    },
    "displayName": "string",
    "urn:ietf:params:scim:schemas:extension:sap:2.0:User": {
      "userUuid": "string"
    },
    "active": true,
    "emails": [
      {
        "value": "string",
        "type": "string",
        "primary": true
      }
    ],
    "eventType": "string"
  }
]
```

Get Users

```
GET /api/scim/v1/Users/<userId>
```

Response Example

```
{
  "id": "string",
  "userName": "string",
  "name": {
    "familyName": "string",
    "givenName": "string"
  },
  "displayName": "string",
  "urn:ietf:params:scim:schemas:extension:sap:2.0:User": {
    "userUuid": "string"
  },
  "active": true,
  "emails": [
    {
      "value": "string",
      "type": "string",
      "primary": true
    }
  ],
  "eventType": "string"
}
```

Create User

```
POST /api/scim/v1/Users
```

Payload Example

```
{
  "id": "string",
  "userName": "string",
  "name": {
    "familyName": "string",
    "givenName": "string"
  },
  "displayName": "string",
  "urn:ietf:params:scim:schemas:extension:sap:2.0:User": {
    "userUuid": "string"
  },
  "active": true,
  "emails": [
    {
      "value": "string",
      "type": "string",
      "primary": true
    }
  ],
  "eventType": "string"
}
```

API Response

The API returns a **201 User created** response, showing the created resource in the body.

Update User

```
PUT /api/scim/v1/Users/<userId>
```

```
{
  "id": "string",
```

```
  "userName": "string",
  "name": {
    "familyName": "string",
    "givenName": "string"
  },
  "displayName": "string",
  "urn:ietf:params:scim:schemas:extension:sap:2.0:User": {
    "userUuid": "string"
  },
  "active": true,
  "emails": [
    {
      "value": "string",
      "type": "string",
      "primary": true
    }
  ],
  "eventType": "string"
}
```

API Response

The API returns **200 User updated** response, showing the updated resource in the body.

Delete User

```
DELETE /api/scim/v1/Users/<userId>
```

API Response

A successful request returns, **204 User deleted** response.

Ability to Generate Strategy and Plan Document PDFs

Business Details

This feature enables category managers to generate read-only PDF versions of strategy and plan documents. This makes it easier to share with stakeholders who don't have access to SAP Ariba Category Management. Stakeholders can review the strategy and plan outside of SAP Ariba Category Management, provide input, follow its direction, and, if needed, consider it when developing related strategies.

When you view strategy and plan documents, select **Generate PDF** from the overflow icon to create a PDF. SAP Ariba Category Management displays a read-only version of the document and automatically opens your browser's "Print" or "Save As" dialog box. Strategy and plan document PDFs show the version number, plan status, all tools, and the date it was generated.

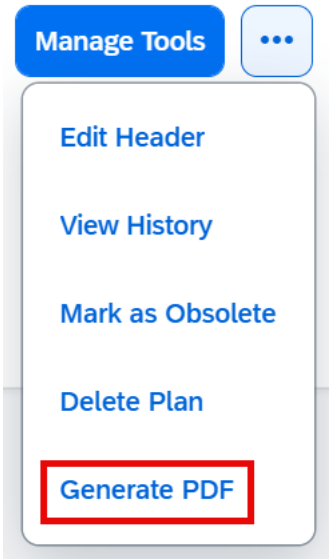
> **Note**
>
> Use Microsoft Edge or Google Chrome to generate PDFs. For more information about browsers supported by SAP Ariba Category Management, refer to Supported Browsers.

Changes to the User Interface

Develop Strategy and Plan app:

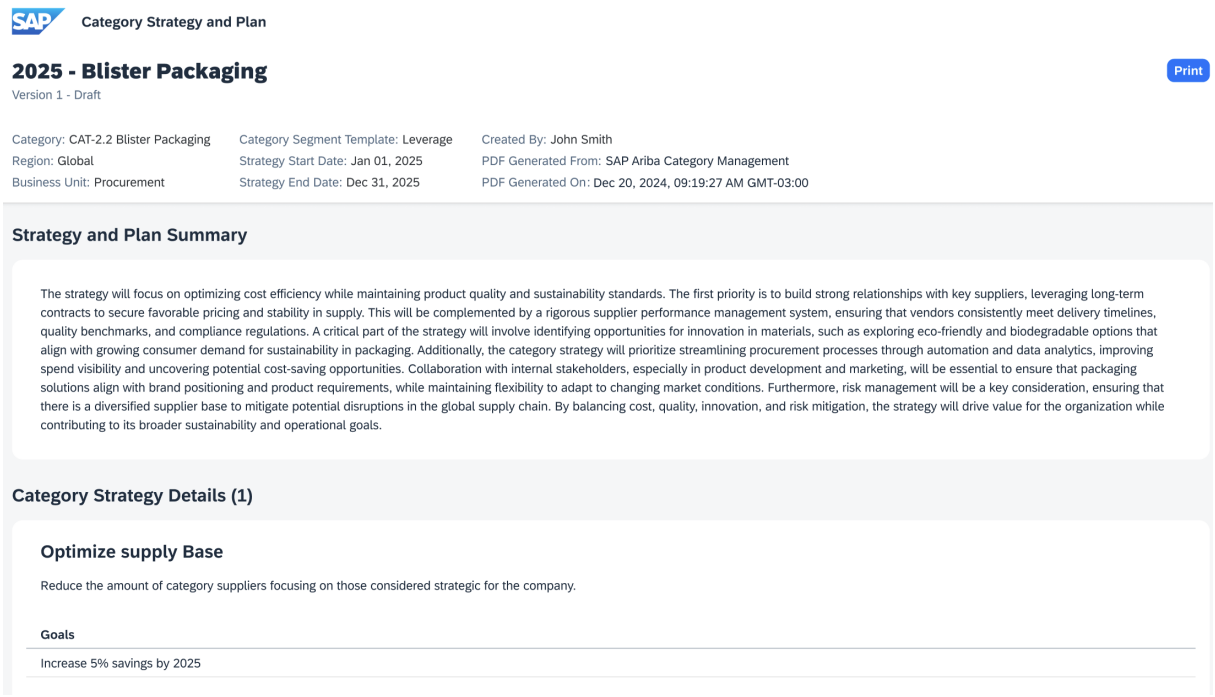
This feature introduces the following changes to the user interface:

- A **Generate PDF** option is available from the overflow icon (•••) of strategy and plan documents.
  The following image shows the updated options available from the overflow icon (•••):



- A PDF preview page. After you select **Generate PDF**, SAP Ariba Category Management displays a PDF preview of your strategy and plan document and your browser's "Print" or "Save As" dialog box opens automatically. If you dismiss your browser's "Print" or "Save As" dialog box, click **Print** to reopen it.
  The PDF preview page displays a read-only version of the strategy and plan document, including the document header, phases, tools, and approval sections. The version number and status appear below the document name. The header of the read-only version includes the following information:
  - **Category**: Name of the category or subcategory for which the strategy and plan document is created.
  - **Region**: A region, country/region, or subdivision where your strategy and plan can be effectively implemented for purchasing activities.
  - **Business Unit**: The active business unit associated with the strategy and plan document during the document's creation.
  - **Category Segment Template**: The template is generated based on the values the category manager adds to the category segmentation tool.
  - **Strategy Start Date**: Date from which the strategy and plan can be activated.
  - **Strategy End Date**: Date on which the effective period of the strategy and plan ends.
  - **Created By**: Name of the category manager who created the strategy and plan document.
  - **PDF Generated From**: Indicates that the PDF was generated from a strategy and plan document in SAP Ariba Category Management.
  - **PDF Generated On**: The time and date the PDF was generated.

The following image shows the PDF preview page:



Implementation Details

General Prerequisites

This feature has the following prerequisites:

- You have created a strategy and plan document for your category.
- You are either the assigned category manager for the category or a team member of the category.
- You use Microsoft Edge or Google Chrome to generate PDFs. For more information about browsers supported by SAP Ariba Category Management, refer to Supported Browsers.

Business End User Tasks

Category managers and category team members can generate read-only PDF versions of strategy and plan documents. For more information, refer to Generating Strategy and Plan Document PDFs.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required

Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-142
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Display of Regions and Business Units in Strategy and Plan Documents

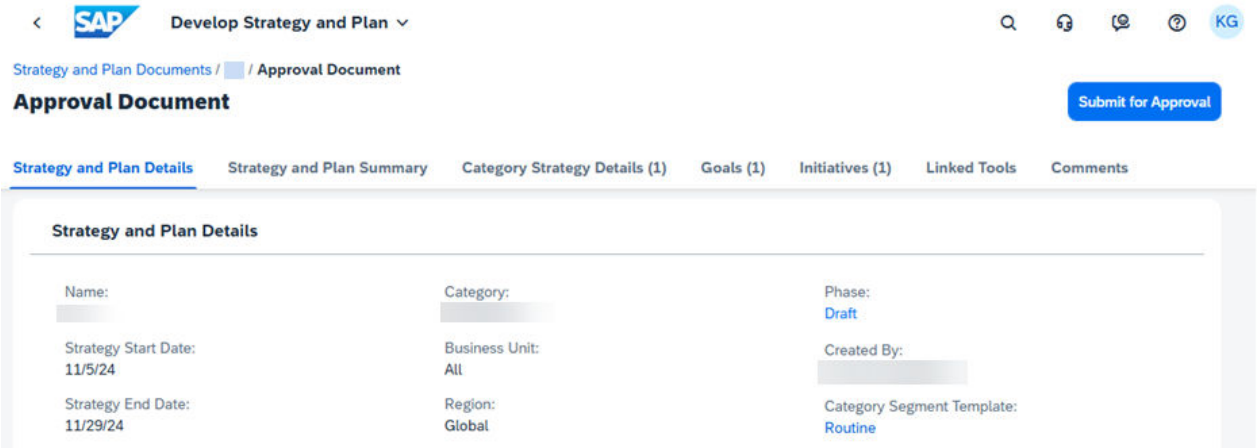
Business Details

This feature introduces user interface enhancements to the **Develop Strategy and Plan** and **My Inbox** apps in SAP Ariba Category Management, improving the visibility of region and business unit information within strategy and plan documents.

Changes to the User Interface

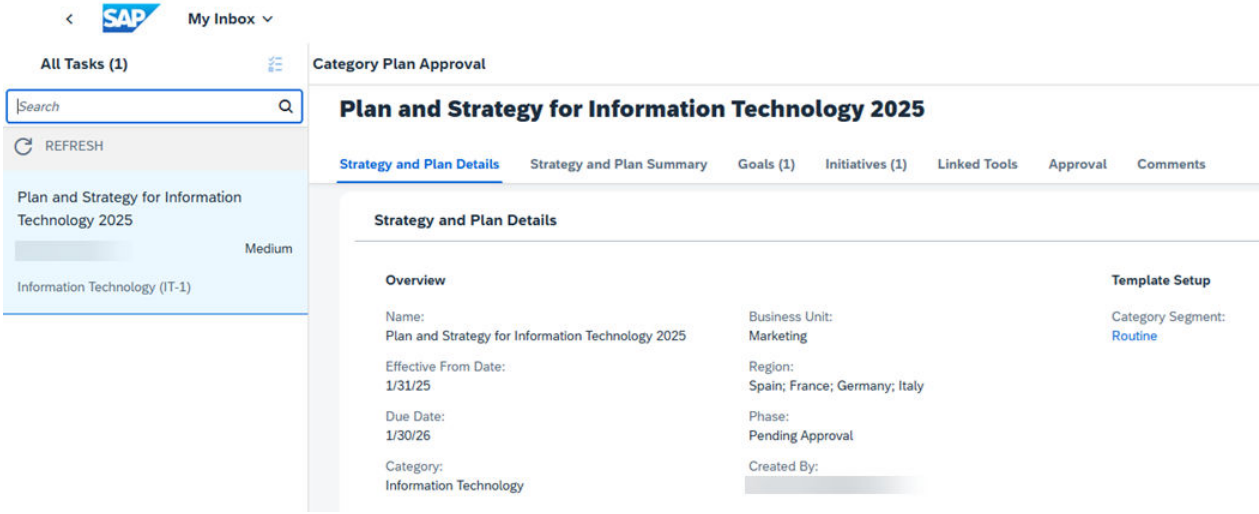
Develop Strategy and Plan app:

The **Strategy and Plan Details** section of the **Approval Document** page now displays the selected regions and business unit for the strategy and plan document:



My Inbox app:

The **Strategy and Plan Details** tab of the selected workflow task now shows the chosen regions and business unit for the strategy and plan document:



Implementation Details

General Prerequisites

- You must have the **Category Manager** role collection or user group assigned to access the **Develop Strategy and Plan** app.
- You must have the **Category Strategy Approver** role collection or user group assigned to access the **My Inbox** app.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ARBCATA-469
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Upgrade of the Existing Workflow Engine in SAP Ariba Category Management to the SAP Build Process Automation Service

Business Details

The workflow engine in SAP Ariba Category Management will be decommissioned with the Q3 2025 release and replaced by the next-generation SAP Build Process Automation Service. This is a technical update with no impact

on the user experience. To ensure a seamless transition, all pending workflow tasks, such as approval documents, must be approved, rejected, or withdrawn before the Q3 2025 release.

Key Deprecation Date and Time

> ⚠ Caution
>
> Future dates are subject to change.

- August 15, 2025, 12:00 UTC: All pending workflows must be approved, rejected, or withdrawn by this date and time.
- August 15, 2025, 18:00 UTC: You can resume submitting approval documents for approval.

Implementation Details

General Prerequisites

- You must be a category strategy approver to approve or reject an approval document from the **My Inbox** app.
- You must be the assigned category manager for the specific category to withdraw an approval document submitted for approval through the **Develop Strategy and Plan** app.

Business End User Tasks

- Category strategy approvers can approve or reject the approval documents submitted for their approval. For more information, see Approving or Rejecting a Plan Document.
- Category managers can withdraw the approval documents submitted for their approval. For more information, see Withdrawing an Approval Document.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Critical – Immediate Action Required
Type	Deprecated
Lifecycle Phase	End of Life
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ARBCATA-519
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Ariba Category Management Spend Visibility Dashboard Enhancements

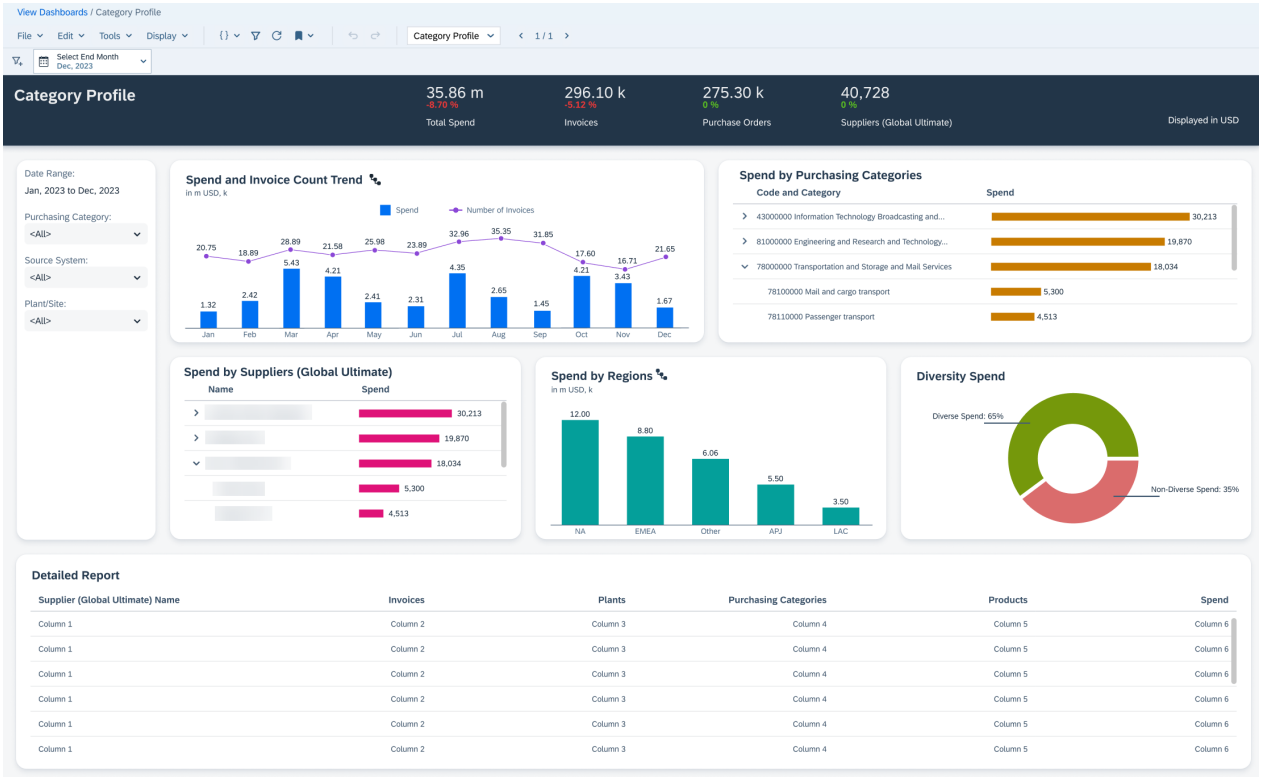
Business Details

This feature introduces new Category Profile and Supplier Fragmentation analytics dashboards in SAP Ariba Category Management.

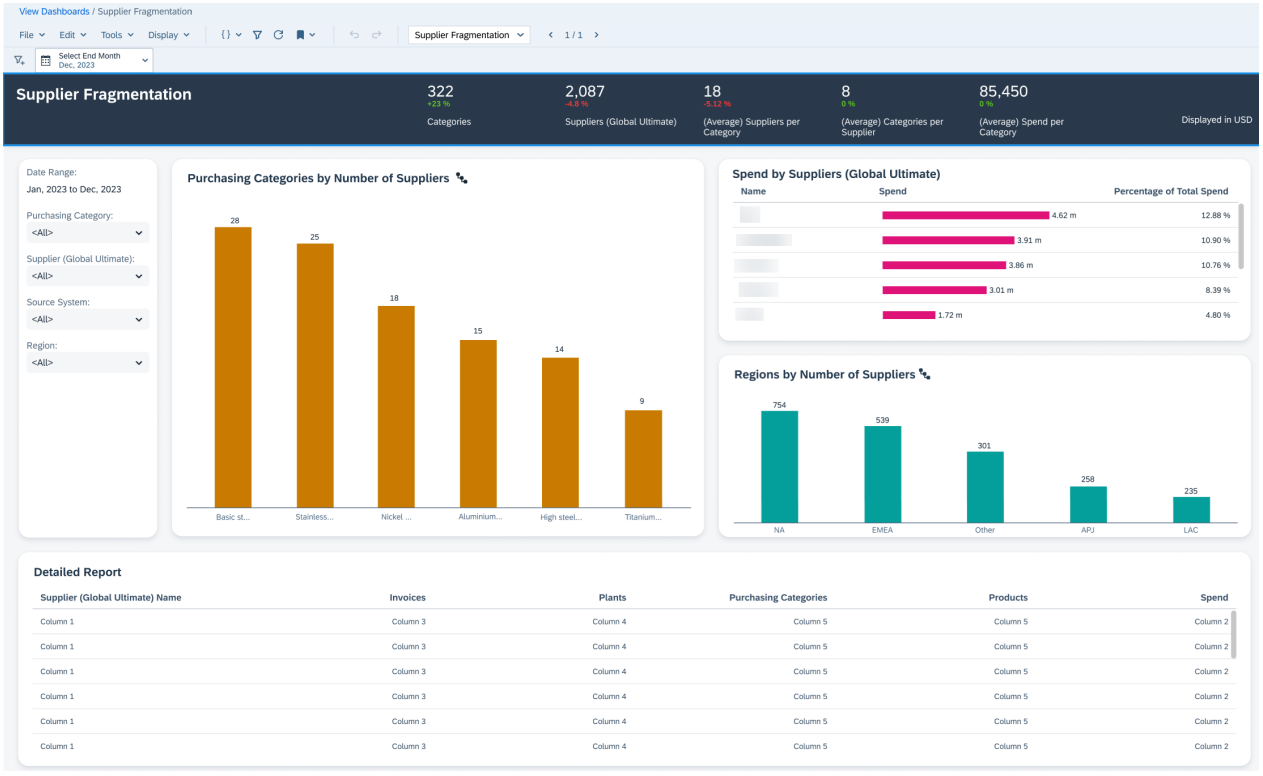
Each analytics dashboard is a presentation-style document that uses charts, visualizations, text, and images to describe data. Users can use the available filters in each dashboard to view the data that they want. The dashboards provide buyers a near real-time look at their procurement activities. The predefined dashboards also provide faster time-to-value for analytics capabilities.

Examples of the User Interface

The **Category Profile** dashboard tab shows a summary of spend by purchasing category. For more information about the **Category Profile** dashboard, refer to Category Profile [page 732].



The **Supplier Fragmentation** dashboard identifies categories (level 3 by default) that have the maximum number of suppliers. This allows users to focus on categories that can benefit from supplier consolidation. For more information about the **Supplier Fragmentation** dashboard, refer to Supplier Fragmentation [page 734].



Implementation Details

General Prerequisites

SAP Analytics Cloud Prerequisites: See SAP Analytics Cloud System Requirements and Technical Prerequisites.

> → Tip
>
> If an analytics dashboard doesn't fit on your screen, try reducing the zoom level setting for your browser to 90%.

Technical Details

Product	SAP Spend Control Tower
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ANALYSIS-1320
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Related Information

Using SAP Spend Control Tower Analytics Dashboards
Category Profile [page 732]
Supplier Fragmentation [page 734]

Category Profile

The **Category Profile** dashboard tab shows a summary of spend by purchasing category.

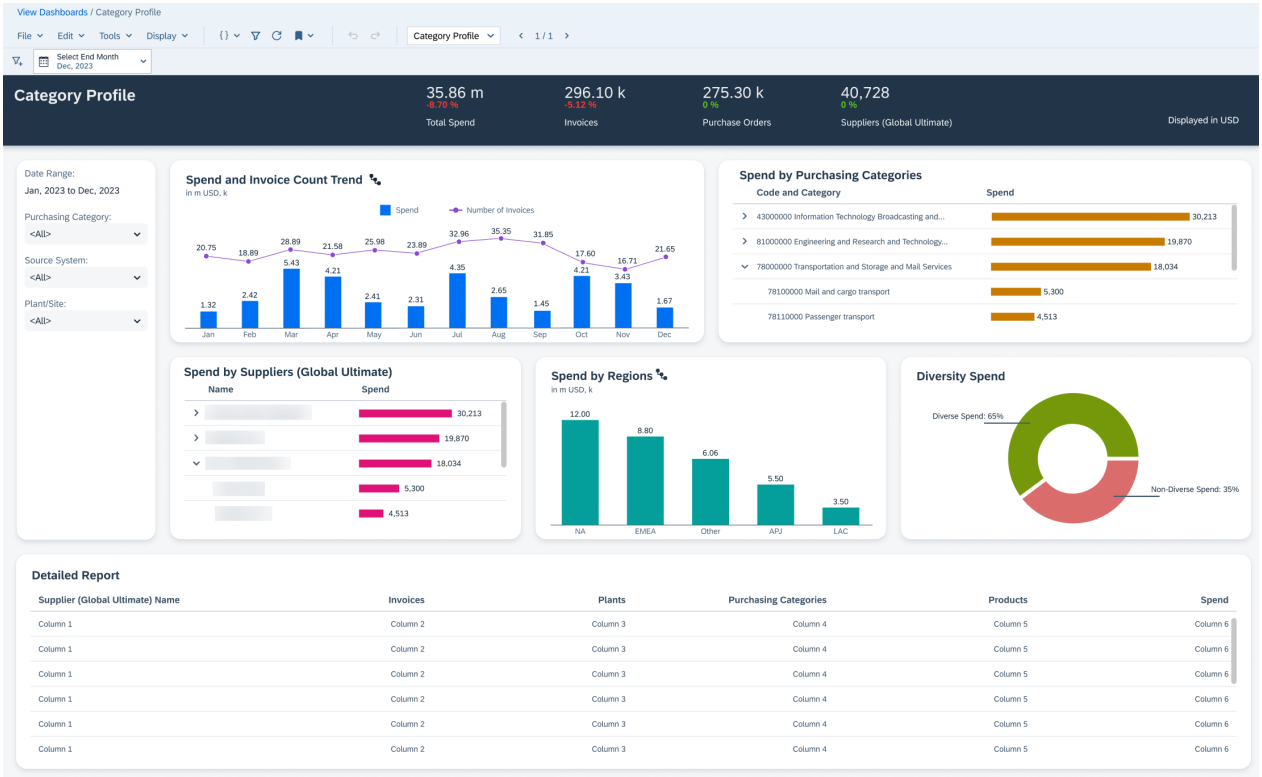


Figure 8: Category Profile

By default, you can filter the data by the following dimensions:

- **Date Range**

  > ⓘ Note
  >
  > The **Date Range** filter is fixed to the last 12 completed months.

- **Purchasing Category**

- **Source System**
- **Plant/Site**

Key Performance Indicators (KPIs)

Key performance indicators for the last 12 months appear in a ribbon at the top of the dashboard. The bottom value for each KPI is the variance from the previous 12-month period. All KPI values are affected by the currently selected filters.

Key Performance Indicator	Description
Total Spend	Total spend for the selected categories.
Invoices	Number of invoices for selected categories.
Purchase Orders	Number of purchase orders for selected categories.
Suppliers (Global Ultimate)	Number of suppliers.

Widgets

The **Category Profile** dashboard has the following widgets:

Widget	Description
Spend and Invoice Count Trend	A trend line chart showing invoice count and a column chart showing invoice spend and month-over-month variance.
Spend by Purchasing Categories	A bar chart showing top purchasing categories by spend.
Spend by Suppliers (Global Ultimate)	A bar chart showing suppliers (based on the enriched supplier hierarchy) by spend.
Spend by Regions	A column chart showing regions and countries by spend.
Diversity Spend	A donut chart comparing diverse and non-diverse spend.

Detailed Report

The **Detailed Report** table provides a tabular view of all relevant information from the data source used in the dashboard.

The table displays all values based on the filters you selected for the dashboard. Through a feature called Linked Analysis, the table also responds to any data selections you make to other charts and widgets. For example, if you select several suppliers in the **Top Unmanaged Spend by Supplier (Global Ultimate)** widget, the **Detailed Report** table adjusts to show corresponding values for those selected suppliers only.

The **Detailed Report** table has the following columns:

- **Supplier (Global Ultimate) Name**

- Invoices
- Plants
- Purchasing Categories
- Products
- Spend

Supplier Fragmentation

The **Supplier Fragmentation** dashboard identifies categories (level 3 by default) that have the maximum number of suppliers. This allows users to focus on categories that can benefit from supplier consolidation.

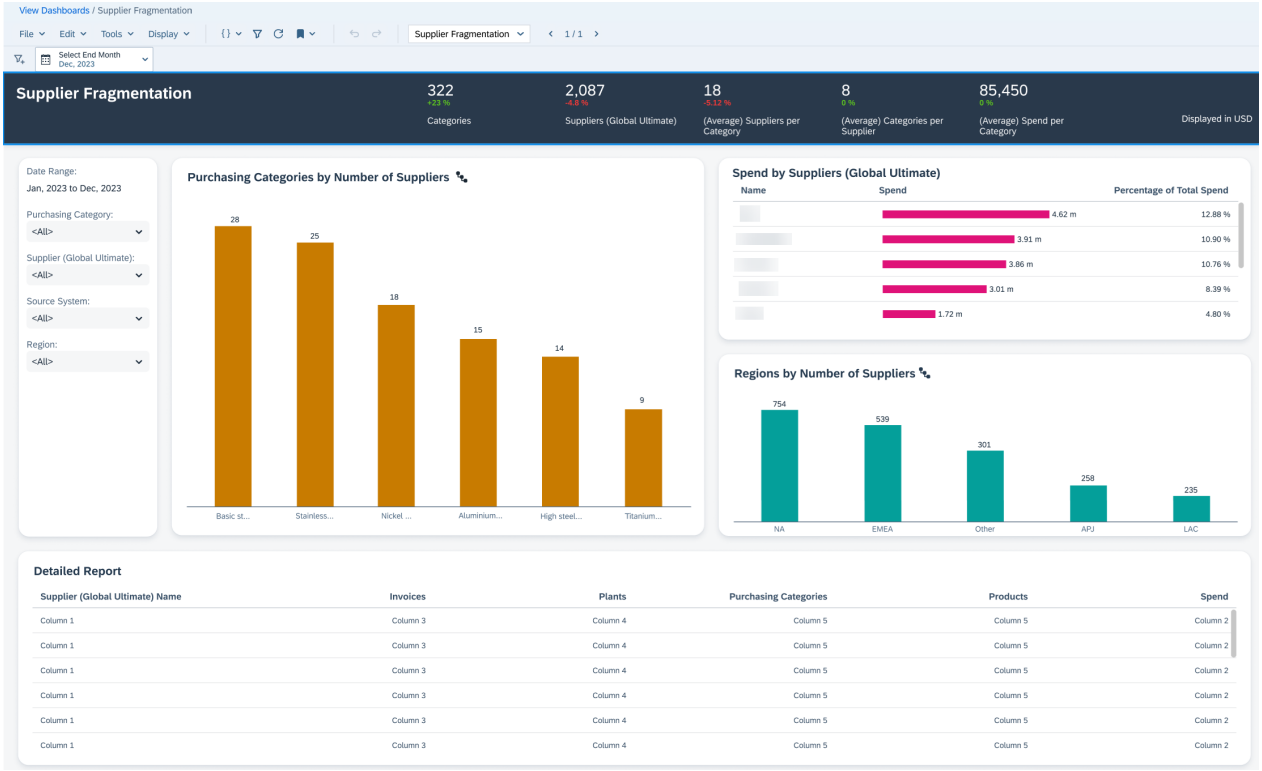


Figure 9: Supplier Fragmentation Dashboard

By default, you can filter the data by the following dimensions:

- **Date Range**

> **Note**
>
> The **Date Range** filter is fixed to the last 12 completed months.

- **Purchasing Category**
- **Supplier (Global Ultimate)**
- **Source System**
- **Region**

Key Performance Indicators (KPIs)

Key performance indicators for the last 12 months appear in a ribbon at the top of the dashboard. The bottom value for each KPI is the variance from the previous 12-month period. All KPI values are affected by the currently selected filters.

Key Performance Indicator	Description
Categories	Number of purchasing categories.
Suppliers (Global Ultimate)	Number of suppliers.
(Average) Suppliers per Category	Average number of suppliers for each category.
(Average) Categories per Supplier	Average number of categories for each supplier.

Widgets

The **Supplier Fragmentation** dashboard has the following widgets:

Widget	Description
Purchasing Categories by Number of Suppliers	A column chart showing the number of suppliers in the top purchasing categories.
Spend by Suppliers (Global Ultimate)	A bar chart showing spend by suppliers using the enriched supplier hierarchy. These suppliers fall into the categories with the maximum number of suppliers. → Tip if you select a category in the **# of Suppliers by Top Level 3 Category**, this chart provides the list of suppliers and their spend within that category and the total spend for the same suppliers across all categories.
Regions by Number of Suppliers	A bar chart showing the number of suppliers by region and country.

Detailed Report

The **Detailed Report** table provides a tabular view of all relevant information from the data source used in the dashboard.

The table displays all values based on the filters you selected for the dashboard. Through a feature called Linked Analysis, the table also responds to any data selections you make to other charts and widgets. For example, if you select several suppliers in the **Spend by Suppliers (Global Ultimate)** widget, the **Detailed Report** table adjusts to show corresponding values for those selected suppliers only.

The **Detailed Report** table has the following columns:

- **Supplier (Global Ultimate) Name**
- **Invoices**
- **Plants**
- **Purchasing Categories**
- **Products**
- **Spend**

Ability to Assign Predefined User Groups to Category Management Users from SAP Cloud Identity Services

Business Details

This feature enables you to assign predefined, category management-specific user groups from the Identity Authentication service in SAP Cloud Identity Services to users of SAP Ariba Category Management. User management is now handled directly through SAP Cloud Identity Services, eliminating the need for user management through the application configuration UI (in SAP BTP cockpit). This approach reduces manual intervention, enhances security, and centralizes user management for SAP Ariba Category Management within SAP Cloud Identity Services. This feature also eliminates the need of user replication from the Identity Authentication service to SAP Ariba Category Management.

Additional Details:

Previously, user data was replicated from the Identity Authentication service tenant to SAP Ariba Category Management, and a user replication job was scheduled to ensure timely synchronization between the two systems. Additionally, users of SAP Ariba Category Management were assigned predefined roles and role collections via the application configuration UI (in SAP BTP cockpit).

Now, users who need access to SAP Ariba Category Management must be assigned predefined, category management-specific user groups directly within the Identity Authentication service tenant in SAP Cloud Identity Services. Since user access is now completely managed through SAP Cloud Identity Services, there is no longer a need to schedule a user replication job for syncing user data between the Identity Authentication service and SAP Ariba Category Management.

For more information on the predefined category management-specific user groups available on SAP Cloud Identity Services, see User Groups for Category Management Users [page 738].

Limitations:

This feature is not applicable if you've provisioned SAP Ariba Category Management before the May 2025 release.

Implementation Details

General Prerequisites

- You must have predefined user groups for category management created on your SAP Cloud Identity Services - Identity Authentication service tenant.

- You must be a tenant administrator with the **Manage Groups** and **Manage Users** roles assigned on SAP Cloud Identity Services. For more information, see Edit Administrator Authorizations.

Configuration

You must now assign category management-specific user groups to SAP Ariba Category Management users on SAP Cloud Identity Services. For more information, see Assigning Category Management User Groups to Users on SAP Cloud Identity Services [page 739].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-144
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

User Groups for Category Management Users

The following predefined user groups are now available for SAP Ariba Category Management users in SAP Cloud Identity Services:

User Group	Display Name	Allows Access To
Category Management Administrator	CategoryManagementAdministrator	• **Manage Taxonomy** • **Manage Configurations**
Category Management Workflow Administrator	CategoryManagementWorkflowAdministrator	**Monitor Workflows** (Workflow Instances)
Opportunity Analysis Administrator	OpportunityAnalysisAdministrator	**Manage Settings**
Category Manager	CategoryManager	• **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution**
Category Management Viewer	CategoryManagementViewer	• **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution**
Category Strategy Approver	CategoryStrategyApprover	• **My Inbox** • **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution**
Category Management Procurement Lead	CategoryManagementProcurementLead	**Initiatives Overview**
Opportunity Manager	OpportunityManager	• **Manage Opportunities** • **Advanced Analytics**
Opportunity Viewer	OpportunityViewer	• **Manage Opportunities** • **Advanced Analytics**

> **Note**
>
> - Only predefined user groups should be assigned to SAP Ariba Category Management users.
> - Do not edit or delete any of the predefined category management-specific user groups in SAP Cloud Identity Services.

Assigning Category Management User Groups to Users on SAP Cloud Identity Services

Assign category management-specific user groups to SAP Ariba Category Management users on SAP Cloud Identity Services to provide access to the SAP Ariba Category Management user interface.

Prerequisites

You must be a tenant administrator with the **Manage Groups** and **Manage Users** roles assigned on SAP Cloud Identity Services. For more information, see Edit Administrator Authorizations.

Context

For SAP Ariba Category Management tenants provisioned after May 16, 2025, you must assign user groups to users using SAP Cloud Identity Services to grant access to SAP Ariba Category Management apps. If the SAP Ariba Category Management tenants are provisioned before May 16, 2025, you must assign role collections to users. For more information, see Assign Role Collections to Users.

The following predefined user groups are now available for SAP Ariba Category Management users in SAP Cloud Identity Services:

User Group Name	Display Name	Allows Access To
`CategoryManagementAdministrator`	`CategoryManagementAdministrator`	• **Manage Taxonomy** • **Manage Configurations**
`CategoryManagementWorkflowAdministrator`	`CategoryManagementWorkflowAdministrator`	**Monitor Workflows** (Workflow Instances)
`OpportunityAnalysisAdministrator`	`OpportunityAnalysisAdministrator`	**Manage Settings**
`CategoryManager`	`CategoryManager`	• **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution** • **Toolkit**
`CategoryManagementViewer`	`CategoryManagementViewer`	• **Manage Category Profile** • **Develop Strategy and Plan** • **Monitor Strategy Execution** • **Toolkit**

User Group Name	Display Name	Allows Access To
`CategoryStrategyApprover`	`CategoryStrategyApprover`	• My Inbox • Manage Category Profile • Develop Strategy and Plan • Monitor Strategy Execution • Toolkit
`CategoryManagementProcurementLead`	`CategoryManagementProcurementLead`	Initiatives Overview
`OpportunityManager`	`OpportunityManager`	• Manage Opportunities • Advanced Analytics
`OpportunityViewer`	`OpportunityViewer`	• Manage Opportunities • Advanced Analytics

> **Note**
>
> - Only predefined user groups should be assigned to SAP Ariba Category Management users.
> - Do not edit or delete any of the predefined category management-specific user groups in SAP Cloud Identity Services.

Procedure

1. Sign in to the administration console of SAP Cloud Identity Services.
2. Navigate to **Users & Authorizations** > **User Management**.
3. Select a user from the table.
4. Click the **Groups** tab in the right panel.
5. Click **Assign**.
   The **Assign groups** popup dialog appears.
6. Select the groups that you want to assign to the selected user.
7. Click **Assign**.

Related Information

Managing Groups

SAP Ariba Category Management, AI-Assisted Strategy Summarizer

Business Details

This feature introduces the Generative AI capabilities for generating a summary in the **Approval Document** in SAP Ariba Category Management. AI-enhanced summaries provide a quick overview, highlighting key points without the need to manually review details across all sections of the approval documents. Category managers can refine these summaries and send then submit the document for approval. Additionally, you can now regenerate **Category Strategy Details** recommendations when the data in the strategy and plan tools is updated.

Changes to the User Interface

Manage Configurations app:

The following are the user interface changes in the **Strategy and Plan** > **Generative Artificial Intelligence** page:

- A new tool, **Approval Document Summary**, is now available in the **Generative Artificial Intelligence** table.
  - You can enable the toggle provided for this tool in the **Enable AI Feature** column to generate an AI-enhanced summary for an approval document.

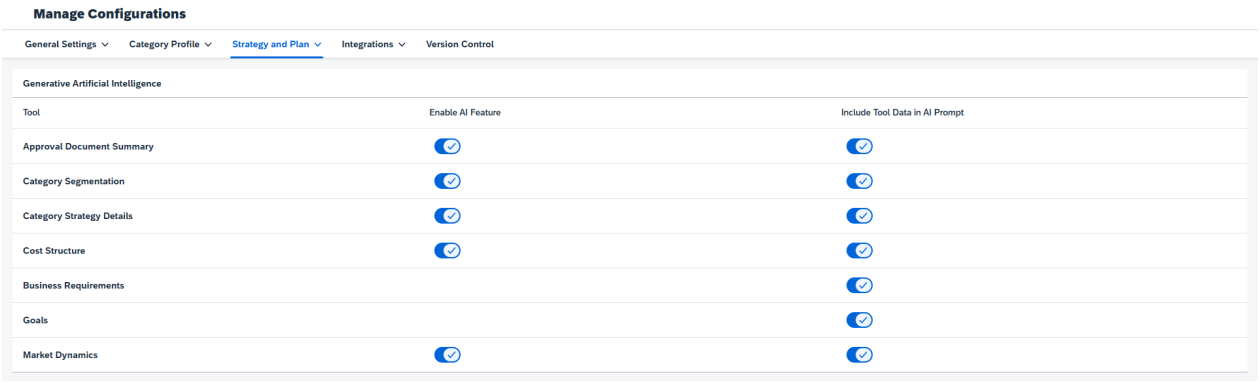
    > ⓘ Note
    >
    > You must enable the **Include Tool Data in AI Prompt** toggle for **Category Strategy Details** to include the respective tool data in the AI prompt while generating AI recommendations for the **Approval Document Summary** tool.

  - You can enable the toggle provided for this tool in the **Include Tool Data in AI Prompt** column to send the tool data for generating an AI-enhanced summary for the approval document.
- A new tool, **Goals**, is now available in the **Generative Artificial Intelligence** table. You can enable or disable the toggle provided for this tool in the **Include Tool Data in AI Prompt** column to control whether goals data is sent for generating AI-enhanced content recommendations. Note that the **Goals** tool currently does not support generative AI functionality for creating AI-enhanced goals, hence the toggle is not provided in the **Enable AI Feature** column.

  > ⓘ Note
  >
  > You must enable the toggle for **Goals** in the **Include Tool Data in AI Prompt** column to include its data in the AI prompt for generating strategy recommendations in the **Category Strategy Details** tool.

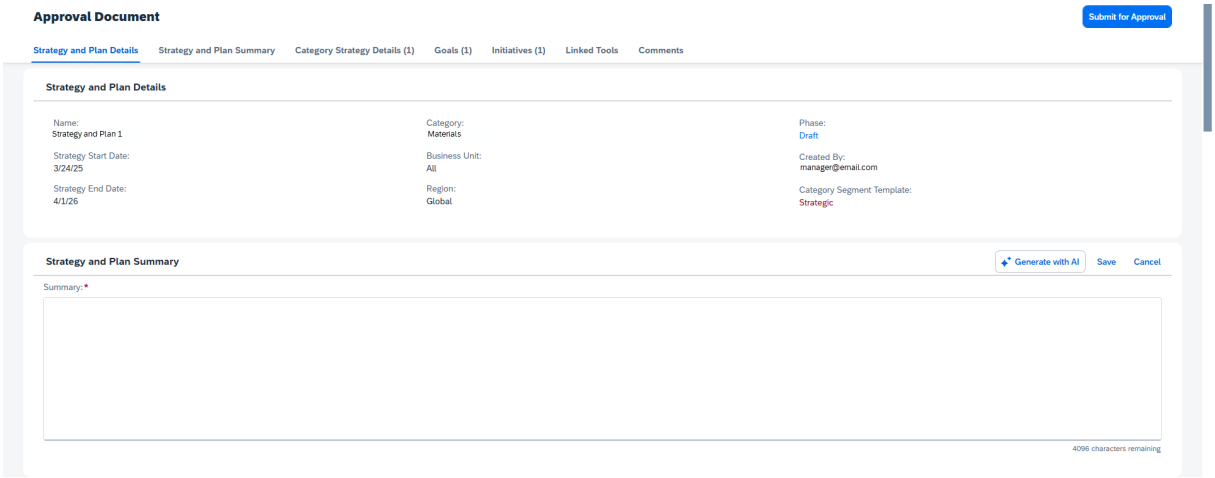
Disabling the toggle in the **Include Tool Data in AI Prompt** column for specific tool, means that the respective tool data isn't used in AI-generated content. For instance, if you update the strategy and plan document and disable the toggle for **Approval Document Summary**, the updated data isn't included in the AI-generated summary.

The following image shows the user interface enhancements in the **Strategy and Plan** > **Generative Artificial Intelligence** page:



Develop Strategy and Plan app:

- In the **Category Strategy Details** page, you can generate recommendations, whenever the data in the strategy and plan tools that are available in AI configuration is updated. This allows category managers to refine AI-generated recommendations for high-value content.
- A new option, **Generate with AI**, is now available for the **Summary** field in the **Approval Document** page. You can choose this option to generate the summary based on the details across all the sections in the approval document. You can generate summaries up to a maximum of 5 times. The regeneration count automatically resets with each data update, allowing you to regenerate new summary content based on new data.



Implementation Details

General Prerequisites

- Category management administrators must have enabled the artificial intelligence (AI) for SAP Ariba Category Management. For more information, see Enabling the SAP Business AI Service.
- Category management administrators must have enabled the AI feature for the **Approval Document Summary** tool. For more information, see Enabling Generative AI for Tools
- Category management administrators must enable the AI feature for the **Category Strategy Details** tool. For more information, see Enabling Generative AI for Tools.

Configuration

To generate a strategy and plan summary in an approval document using generative AI, your category management administrators must configure the following:

- Enable the **Enable AI Feature** toggle for **Approval Document Summary**.
- Enable the **Include Tool Data in AI Prompt** toggle for **Category Strategy Details**.
- Enable the **Include Tool Data in AI Prompt** toggle for specific tools to send the tools data to AI prompts to be used for generating strategy and plan summary in an approval document.

Business End User Tasks

- Generating AI-based Summary for an Approval Document [page 744]

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CATMAN-429
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer

Related Information

Configuring the Inclusion of Data in AI Prompt [page 1019]
Generative Artificial Intelligence (AI)
Artificial Intelligence

Generating AI-based Summary for an Approval Document

You can generate strategy and plan summary for an approval document using generative AI.

Prerequisites

- Your category management administrator must have enabled the use of generative AI for **Approval Document Summary**. For more information, see Enabling Generative AI for Tools
- You must be the assigned category manager for the category to create and submit an approval document.
- You must have created a strategy and plan document for the category. See Creating a Strategy and Plan Document.
- You must have added information to all the mandatory tools of the strategy and plan document. See Adding Information to the Strategy and Plan Tools.

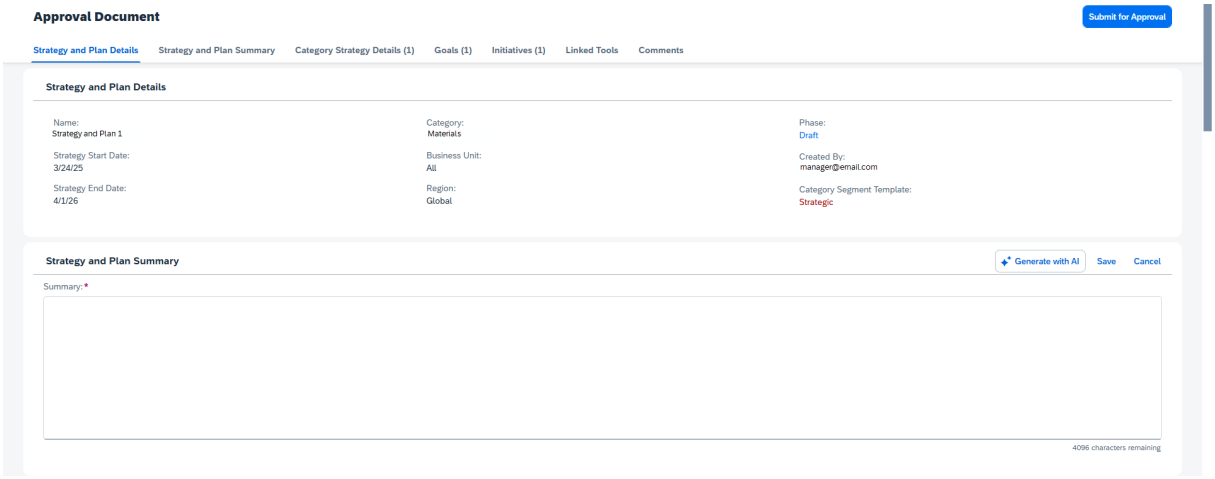
Context

SAP Ariba Category Management is integrated with the SAP Business AI service that allows category managers to generate summary for the approval document details across all sections of the document.

Procedure

1. From the SAP Ariba Category Management launchpad, click the **Develop Strategy and Plan** app.
2. Select a category from the **Category** field.
3. Select the strategy and plan document from the **Strategy and Plan Documents** table.
4. Navigate to the **Attachments and Approval** section and click either the **Approval Flow** card header or the **Create Approval Document** button.

5. Click **Generate with AI** in the **Strategy and Plan Summary** to generate a summary for the approval document.



Alternatively, you can choose to enter the summary manually.

6. Click **Save**.

Results

Category managers can now generate summary within the approval document using generative AI. Ensure that the data generated by AI is carefully reviewed and manually edited as required.

New `GET /StrategyAndPlanApprovalHistory` Endpoint to Retrieve the Approval History of Strategy and Plan Documents

Business Details

This feature adds a new endpoint, `/StrategyAndPlanApprovalHistory`, to the operational reporting API of SAP Ariba Category Management. This endpoint retrieves approval history details for strategy and plan documents. The retrieved data can then be used with external reporting tools for comprehensive data analysis.

Additional Details

As part of this feature, two new attributes have been introduced for use with the `$filter` query parameter:

- `commonPlanID`: Use this attribute to retrieve details for all versions of a strategy and plan document.
- `planID`: Use this attribute to retrieve the details of a specific version of the strategy and plan document.

Additionally, the following existing API endpoints have been renamed:

- `GET /CategoryStrategyandPlanDocuments` is renamed to `GET / CategoryStrategyAndPlanDocuments`
- `GET /CategoryStrategyandPlanDocuments({ID})` renamed to `GET / CategoryStrategyAndPlanDocuments({ID})`

The `/StrategyAndPlanApprovalHistory` endpoint includes some of the following key properties:

Property	Description
`changeEvent`	This property indicates the various events that have occurred on the strategy and plan document. The following values are available: • 0: Approval document created • 3: Approval document submitted for approval • 4: Strategy and plan document approved • 5: Strategy and plan document rejected • 6: Strategy and plan document activated • 7: Strategy and plan document completed • 8: Strategy and plan document marked as obsolete • 9: Strategy and plan document withdrawn • 10: Strategy and plan document status changed to draft
`isApprovedOrRejectedByCategoryStrategyApprover`	This property indicates whether the strategy and plan document is approved or rejected by the category strategy approver, or by the stakeholder designated as the strategy approver. The following values are available: • `true`: This property is set to `true`if a category strategy approver is assigned to the category, indicating that the document's approval or rejection is handled by them. • `false`: This property is set to `false` if a team member or stakeholder is designated as the strategy and plan document approver, indicating that the approval or rejection is handled by them instead.

`changeEventCreatedBy`	This property indicates whether the strategy and plan document was approved automatically by the system or manually by an approver. The possible values are:
	
	• `system`: This property is set to `system` in the following scenarios:
	  • When the document is automatically approved by the system.
	  • When all assigned approvers have completed their approvals and the system concludes the approval process.
	• `<Subject name identifier>`: Provides the unique identifier (email address or login name) of the designated approver for the strategy and plan document.

For more information on the endpoint, see Operational Reporting API for Category Management.

Implementation Details

General Prerequisites

You must have obtained the clientID, clientsecret, and url field values of the catman-public-api service instance from your SAP Ariba Category Management subaccount on SAP BTP and generated an access token. For more information, see API Guide for SAP Ariba Category Management.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	ARBCATA-488
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

API Guide for SAP Ariba Category Management
Operational Reporting API for Category Management

SAP Ariba Procurement Solutions

Support for Using Virtual Cards to Pay Suppliers

Business Details

This feature allows buyers to pay suppliers with single-use virtual cards. The card provider generates a virtual card per purchase order and sends the card details to the supplier. The supplier uses the virtual card to receive payment from the buyer's bank. Then, the buyer's account is charged. After reconciling the amount against the purchase order in SAP Ariba buying solution, the buyer updates the details to the buyer's ERP system.

High-Level Steps to Configure and Use this Feature

To understand, configure, and use this feature, we suggest you learn the following topics:

This feature enables you to use single-use embedded virtual cards to pay suppliers for the materials that you have bought from them.	For more information, refer to the following topic: • Virtual Cards

Set Up SAP Buyer Account for Embedded Virtual Cards

To understand the process flow for setting up SAPO buyer account for embedded virtual cards, refer to the Buyer Account for the Virtual Card Account – Process Flow section.

1.	To use single-use embedded virtual cards to pay suppliers, you must first set up an SAP buyer account for embedded virtual cards.	For more information, refer to the following topics: • SAP Buyer Account for Virtual Cards • Setting Up a Buyer Account for a Virtual Card • Viewing Details of a Virtual Card Account for Buyers • Modifying the Details of a Buyer Account for the Virtual Card

2.	Then, you can send the following master data that needs to be sent from the SAP Ariba buying solution to SAP: • Buying organization • Suppliers	For more information, refer to the following topic: • Master Data to SAP
3.	After the successful transfer of master data, you can enable the support of embedded virtual cards to suppliers.	For more information, refer to the following topics: • Enabling Virtual Card Support for New Suppliers • Enabling Virtual Card Support for Existing Suppliers

Procure Catalog or Non-Catalog Items Using a Virtual Card Order

To understand the process flow for procuring items using a virtual card order (VCO), refer to the Procurement Using a Virtual Card Order – Process Flow section.

1.	To buy catalog or non-catalog items and pay for them using embedded virtual cards, you can create a purchase requisition for the items you want to buy. In the requisition, you can specify a supplier enabled with the support of the embedded virtual card. Then you can create a purchase order using the purchase requisition. This purchase order is known as a virtual card order (VCO).	For more information, refer to the following topics: • Virtual Card Order • SAP Ariba Virtual Card Order Method
2.	After the supplier receives VCO in the supplier's account in SAP Business Network, the buyer sends the request for the embedded virtual card to SAP. Then, SAP contacts the card provider, and the card provider contacts the buyer's bank. Then, the card provider shares the embedded virtual card number for the virtual card order with the supplier.	For more information, refer to the following topic: • Virtual Card Details for Suppliers

Charge an Embedded Virtual Card and Perform Charge Reconciliation Against Virtual Card Orders

To understand the process flow for charge reconciliation and payment, refer to the Charge Reconciliation and Payment – Process Flow section.

After the successful delivery of goods to buyers, the supplier charges the embedded virtual card of the buyer. Then, you can import the charge that the bank paid to the supplier using a .csv file, create a reconciliation document, perform reconciliation against the VCO, and export the embedded virtual card charge payment request to your ERP system.	For more information, refer to the following topics: • Charge a Virtual Card and Perform Charge Reconciliation Against the Virtual Card Order • Importing Charges • Viewing the Details of Virtual Card Charges • Creating the Virtual Card Charge Reconciliation Document • Reconciling Charges • Exporting Virtual Card Charge Payment Requests to the Buyer's ERP system

Implementation Details

General Prerequisites

Enable the ICM parameter **Export Virtual Card Charge Payment Requests**. For more information, refer to Use single-use virtual cards to pay suppliers

Authorizations

To set up an SAP buyer account for embedded virtual cards, the buyer administrator must be part of the **Virtual Card Manager** group.

Configuration

- Setting Up a Buyer Account for a Virtual Card
- Viewing Details of a Virtual Card Account for Buyers
- Modifying the Details of a Buyer Account for the Virtual Card
- Enabling Virtual Card Support for New Suppliers
- Enabling Virtual Card Support for Existing Suppliers

Business End User Tasks

- Importing Charges
- Viewing the Details of Virtual Card Charges
- Creating the Virtual Card Charge Reconciliation Document
- Reconciling Charges
- Exporting Virtual Card Charge Payment Requests to the Buyer's ERP system

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PROC-977
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO-PCO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Ad Hoc Vendors for Non-Catalog Items in Virtual Card Orders

Business Details

With this feature, buyers can create virtual card orders to procure non-catalog items from ad hoc vendors. Ad hoc vendors are suppliers added to SAP Ariba Buying and SAP Ariba Buying and Invoicing on an as-needed basis without needing to onboard them. Ad hoc vendors receive virtual card details on the email address of their vendor location. They can charge the virtual card to accept payment for the non-catalog items they sell to buyers.

To add ad hoc vendors to requisitions for non-catalog items, identify the vendors existing in the SAP Ariba buying solution that you want to designate as ad hoc vendors and run the **Import Ad Hoc Vendor** task.

For more information, refer to Importing Ad Hoc Vendors to SAP Ariba Buying Solutions.

You can select ad hoc vendors and add and/or select their vendor locations on purchase requisitions for non-catalog items. Then, approvers verify and approve these requisitions to create virtual card orders (VCO).

> **Note**
>
> For an ad hoc vendor, you must select Email as the preferred ordering method. No other preferred ordering methods are supported for ad hoc vendors.

Before enabling virtual card support for ad hoc vendors, you must ensure that the ad hoc vendors under the partition supplier adhere to the following conditions:

- Ad hoc vendors are not registered with SAP Business Network and do not have an Ariba Network ID (ANID).

- Ad hoc vendors are not associated with any catalog item.
- Ad hoc vendors are not associated with any existing order. You can associate ad hoc vendors with virtual card orders only.
- Vendor locations of ad hoc vendors must be configured with email as the preferred ordering method.

For more information, refer to Process for Supporting Ad Hoc Vendors for Non-Catalog Items in Virtual Card Orders.

Implementation Details

General Prerequisites

You must ensure the following:

- The ICM parameter **Use single-use virtual cards to pay suppliers** (`Application.Common.SupportsvCardBasedOrder`) parameter is enabled in your environment..
  For more information, refer to Support for Using Virtual Cards to Pay Suppliers [page 748]
- The **Use ad hoc vendors for non-catalog items** (`Application.Common.UseAdHocVendorsForNonCatalogItem`) parameter is enabled in your environment.
  For more information, refer to Use ad hoc vendors for non-catalog items
- The ad hoc vendors are enabled with virtual card support.

Business End User Tasks

- Importing Ad Hoc Vendors to SAP Ariba Buying Solutions
- Adding an Ad Hoc Vendor and Vendor Location in a Purchase Requisition

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	PROC-986
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-PUR-PO-PCO
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enhanced Supplier Search for Purchase Request Forms

Business Details

With this feature, you can control which types of suppliers are available for non-catalog requests and line-item forms. When this feature is enabled, only qualified and preferred suppliers are available in non-catalog request and line-item forms.

Implementation Details

General Prerequisites

To use this feature, enable the following new guided buying parameters:

PARAM_ENABLE_ENHANCED_SUPPLIER_SEARCH

ID	PARAM_ENABLE_ENHANCED_SUPPLIER_SEARCH
Default value	`false`

Enhances the supplier search for non-catalog requests or line-item forms by displaying up to 200 suppliers in the **Recommended supplier** carousel. This allows users to efficiently search through a more extensive list of suppliers.

When set to **`false`** (default), up to 50 suppliers display in the **Recommended supplier** carousel. Users must choose **View all suppliers** to display more recommended suppliers.

When set to **`true`**, up to 200 suppliers display in the **Recommended supplier** carousel.

PARAM_ENABLE_ENHANCED_VIEW_ALL_SUPPLIERS_SEARCH

ID	`PARAM_ENABLE_ENHANCED_VIEW_ALL_SUPPLIERS_SEARCH`
Default value	**`false`**

Displays only qualified or preferred when users choose **View all suppliers** on non-catalog request or line-item forms.

When set to **`false`** (default), qualified, preferred, and any other available suppliers display when users choose **View all suppliers**.

When set to **`true`**, only qualified and preferred suppliers display when users choose **View all suppliers**.

> **Note**
>
> To use this parameter, you must enable the parameter `ENABLE_ENHANCED_SUPPLIER_SEARCH`.

Configuration

Guided buying administrators must configure qualified suppliers and define preferred supplier levels. For more information, see Supplier Qualification Data File Format and Preferred Supplier Level Data Import.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	GUIDEB-304
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GB-PQS
Area	Supplier Search
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Change History

Date	What Changed	Reason
2025-05-16	Initial publication.	
2025-06-13	Implentation Details	The description for the parameter `PARAM_ENABLE_ENHANCED_SUPPLIER_SEARCH` was updated to clarify where the additional suppliers display.

RFQs Support On-behalf-of by Company Code

Business Details

Requests for quote (RFQs) in guided buying now support on-behalf-of by company code functionality.

When users start an on-behalf-of session to create an RFQ, they can now select "by company code" (as well as "by user," which was already supported). When they choose a company code, they can also choose a purchasing organization, if that dimension was configured in SAP Ariba Buying.

RFQs don't support on-behalf-of by purchasing unit or plant functionality.

This feature works for new-style single-line and multiple-line RFQs only, not legacy single-line RFQs. Also, guided buying must be configured to communicate with SAP Ariba Sourcing through APIs, not through cXML

Implementation Details

General Prerequisites

To enable this feature, administrators must set the following **existing** guided buying parameters:

Parameter	Description
PARAM_ENABLE_NEW_OBO_UI	Instructs guided buying to use the redesigned on-behalf-of experience.
ENABLE_ON_BEHALF_OF_CRITERIA	Determines which options are available in on-behalf-of sessions: **`user`**, **`companyCode`**, **`pu`**, or **`plant`**.
PARAM_ENABLE_EDIT_RFQ	Instructs guided buying to use SAP Ariba Sourcing APIs instead of cXML for event creation.
PARAM_ENABLE_ENHANCED_RFQ_INTEGRATION	Instructs guided buying to use SAP Ariba Sourcing APIs instead of cXML for event awarding.
PARAM_DEFAULT_OBO_PURCHASE_ ORG_ON_COMPANY_CODE_CHANGE	(Optional) Instructs guided buying to preselect a valid purchasing organization when users start an on-behalf-of by company code session.

For more information about these parameters, see Guided Buying Parameters.

Administrators must also set the following **new** guided buying parameter:

PARAM_ENABLE_NEWOBO_RFQ_COMPANYCODE

ID	PARAM_ENABLE_NEWOBO_RFQ_COMPANYCODE
Default value	false

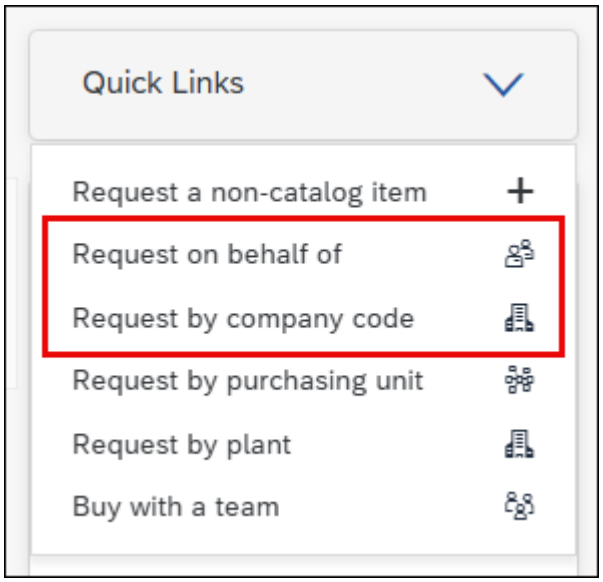
Enables users to start on-behalf-of sessions by company code (as well as by user) when creating RFQs.

If set to **`false`** (default), users can create RFQs in on-behalf-of sessions by user only.

If set to **`true`**, users can create RFQs in on-behalf-of sessions by user and company code. On-behalf-of by purchasing unit or plant remain unavailable for RFQs.

Business End User Tasks

Start an on-behalf-of session for RFQs by choosing **Quick Links** on the Home page and choosing either **Request on behalf of** (to choose a user) or **Request by company code** (to choose a company code):



Then, create an RFQ by clicking an RFQ form.

The RFQ is then created by the user or company code that you chose. When you award the RFQ, the award uses the on-behalf-of context of the RFQ.

If you duplicate an RFQ in an on-behalf-of session, the duplicate uses your on-behalf-of context. If you duplicate an RFQ in a regular session, the duplicate uses your default context, not the on-behalf-of context of the original RFQ.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Function
Functional Localization	No Localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	GUIDEB-1056
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GB-RFQ
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Buying on Behalf of Another User, Company Code, Purchasing Unit, or Plant

Support for Classification of Hazardous Materials

Business Details

With this feature, you can identify which types of hazardous materials are present in items according to the Globally Harmonized System (GHS) of Classification and Labelling of Chemicals. Previously, you could only find whether items contained hazardous materials, but you couldn't find which type of hazardous materials were present. Now, items with hazardous materials display the symbols and codes for the types of hazardous materials present.

Examples of the User Interface

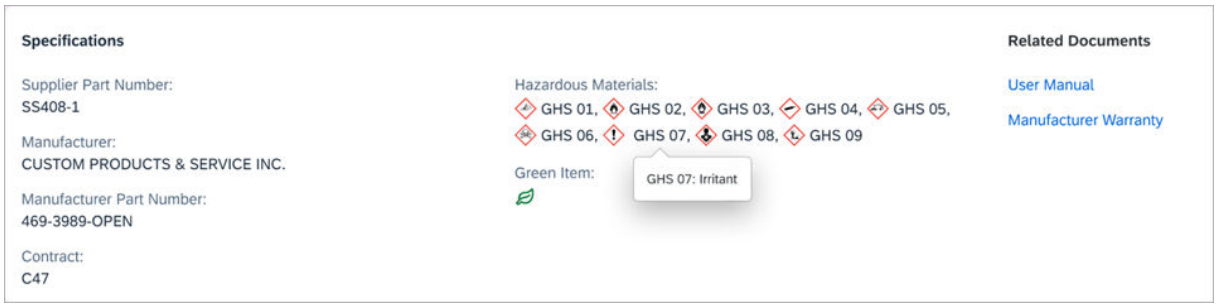
Use the following GHS codes in your CIF or cXML catalog file to display the associated hazardous material symbols for this feature.

GHS Code	GHS Code Name	GHS Code Symbol
GHS01	Explosives	
GHS02	Flammable	
GHS03	Inflammatory	
GHS04	Gases under pressure	
GHS05	Corrosive	
GHS06	Acute Toxicity	

GHS Code	GHS Code Name	GHS Code Symbol
GHS07	Irritant	
GHS08	Health Hazard	
GHS09	Environment Hazard	

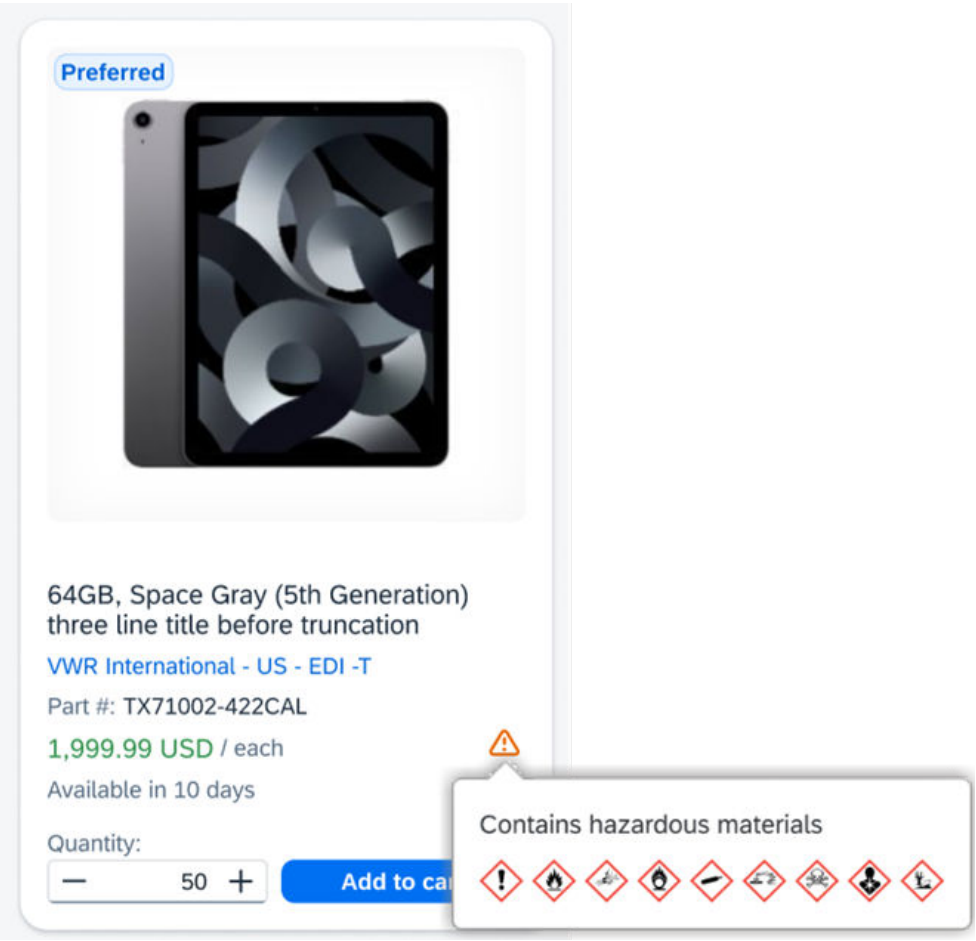
When this feature is enabled, hazardous material information displays in the following places:

- Hazardous Material Information on the Item Details Page



- Hazardous Material Information in the Search Results

> ### Note
>
> When an item contains multiple hazardous materials, the generic hazardous material symbol displays and you can hover over it to view all the hazardous materials types present.



Implementation Details

General Prerequisites

Set the following existing guided buying parameters to **`true`**:

- `PARAM_ENHANCED_PRODUCT_DETAIL_VIEW`
- `PARAM_ENABLE_IMPROVED_SEARCH_EXPERIENCE`
- `PARAM_ENABLE_IMPROVED_SEARCH_EXPERIENCE_2`
- `PARAM_ENABLE_HAZARDOUS_MATERIAL_CLASSIFICATION`

Configuration

You configure hazardous material details when you load your suppliers' catalogs in your SAP Ariba Buying solution. To configure this feature, do the following:

- 1. Work with your SAP Ariba Catalog Expert to implement the new extensible type **`HazMatClassification`**, including all the fields required for the new item type. The following type definition file displays the new extensible type **`HazMatClassification`**:

  ```
  <TypeDefinition>
  <TypeProvider name="System">
  ```

```
<OrganizationID>
<Credential domain="NETWORKID">
<Identity>2</Identity>
</Credential>
</OrganizationID>
</TypeProvider>
<Comments/>
<Type name="CatalogItem" extends="System:CatalogItemInternal">
<Name xml:lang="en-US">Catalog Item</Name>
<Name xml:lang="fr">Article de Catalogue</Name>
<Name xml:lang="de">Katalogeinzelteil</Name>
<Description xml:lang="en-US">Type describing Supplemental attributes of any
catalog item data</Description>
<TypeAttribute name="HazMatClassification" type="Name" isRefinable="yes"
isSearchable="yes" isCollection="yes">
<Name xml:lang="en_US">HazMatClassification</Name>
<EnumerationValue>
<Name xml:lang="en_US">GHS01</Name>
<Extrinsic name="CanonicalValue">GHS01</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS02</Name>
<Extrinsic name="CanonicalValue">GHS02</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS03</Name>
<Extrinsic name="CanonicalValue">GHS03</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS04</Name>
<Extrinsic name="CanonicalValue">GHS04</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS05</Name>
<Extrinsic name="CanonicalValue">GHS05</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS06</Name>
<Extrinsic name="CanonicalValue">GHS06</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS07</Name>
<Extrinsic name="CanonicalValue">GHS07</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS08</Name>
<Extrinsic name="CanonicalValue">GHS08</Extrinsic>
</EnumerationValue>
<EnumerationValue>
<Name xml:lang="en_US">GHS09</Name>
<Extrinsic name="CanonicalValue">GHS09</Extrinsic>
</EnumerationValue>
<Extrinsic name="inSearchView">yes</Extrinsic>
<Extrinsic name="inDetailView">yes</Extrinsic>
</TypeAttribute>
<TypeAttribute name="CnC" type="Flag">
<Name xml:lang="en_US">Click and Collect</Name>
<Extrinsic name="inDetailView">yes</Extrinsic>
</TypeAttribute>
</Type>
</TypeDefinition>
```

2. Extend the type definition files that contains the **`HazMatClasification`** attribute with the GHS codes (**`GH01`**, **`GH02`**, etc.). Upload your CIF or cXML catalog with the new attribute. The following customer catalog includes items with the hazardous material attributes:

```
CIF_I_V3.0
```

```
LOADMODE: F
SUPPLIERID_DOMAIN: buyersystemid
COMMENTS: Generated on Thu Mar 20, 2025
UNUOM: TRUE
CURRENCY: USD
CHARSET: UTF-8
FIELDNAMES: Supplier ID, Supplier Part ID, Manufacturer Part ID, Item
Description, SPSC Code, Unit Price, Unit of Measure, Lead Time,
Manufacturer Name, Supplier URL, Manufacturer URL, Market Price, Currency,
PunchOut Enabled, Supplier Part Auxiliary ID, Language, Parametric
Name, Parametric Data, Expiration Date, Effective Date, Classification
Codes, Territory Available, Short Name, IsPartial, IsInternalPartId,
Delete, Image, Thumbnail, InKitOnly, PunchoutLevel, DefaultRelevance,
Price Unit Quantity, Price Unit, Unit Conversion, Price Unit Quantity
Description, Promotion Rank, Is Preferred Item, storagelocations, plant, cnc,
hazmatclassification, stockidentifier, materialnumber, materialgroup, green,
bestprice, hazardousmaterials
DATA
"sid496","Part123","Part123","Monitor Adapter",,"222.22","EA","13","Hallmark
Cables","s.html","config/SampleImages/
hallmark_cables.html","34","USD","false",,"en_US",,,,,"{UNSPSC=43211800;}",,,"
false","false","false",,,"false",,,,,,,,"false",,,"false","(ghs01,ghs02,ghs03,
ghs04,ghs05,ghs06,ghs07,ghs08,ghs09)",,,,"false","false","true"
ENDOFDATA
```

→ Remember

Follow these guidelines when implementing this new attribute type:

- Only use the GHS code in your CIF or cXML catalog, not the GHS code name.
- Only use English for the **`HazMatClassification`** type attribute.
- The symbols used to identify each type of hazard cannot be changed as per European Union (EU) laws.

For more information on configuring your catalog, see Customer Catalogs in Guided Buying.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Function
Functional Localization	No Localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	GUIDEB-1082
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GB-CAT
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Change History

Date	What Changed	Reason
2025-05-17	Initial publication.	
2025-06-13	General Prerequisites	New parameter (`PARAM_ENABLE_HAZARDOUS_MATERIAL_CLASSIFICATION`) added to the prerequisites.

Support for Ad Hoc Vendors on Non-Catalog Requests

Business Details

With this feature, users can submit non-catalog requests using ad hoc vendors in guided buying. Ad hoc vendors are suppliers added to your SAP Ariba Buying solution on an as-needed basis, without needing to onboard them in your system. When users create non-catalog requests in guided buying, they can choose from the ad hoc vendors available.

This feature also introduces virtual card payments in guided buying. Virtual card payments allow users to have secure transactions with new suppliers, which are typically used for one-time or infrequent purchases. Virtual cards generate new card numbers for each purchase order and display less banking information, thus eliminating fraud risks associated with physical credit cards and wire transfers.

> **Note**
>
> Ad hoc vendors can't be used for services. If you create a non-catalog request and choose an ad hoc vendor, categories associated to services can't be selected.

Implementation Details

General Prerequisites

To use this feature, enable the following new guided buying parameter:

ID	PARAM_ENABLE_ADHOC_SUPPLIER
Default value	`false`

Enables the ad hoc supplier functionality in your SAP Ariba Buying solution, which allows users to access ad hoc suppliers for non-catalog requests in guided buying.

When set to `false` (default), the **Use ad hoc supplier** option isn't available when users create a non-catalog request.

When set to `true`, the **Use ad hoc supplier** option is available when users create a non-catalog request.

Your administrator must do the following in your SAP Ariba Buying solution:

- Set up a virtual card account for your organization. For more information, see Setting Up a Buyer Account for a Virtual Card .

  > **Note**
  >
  > Buyers must belong to the **Virtual Card Manager** group.

- In the **Intelligent Configuration Manager** workspace, enable the following parameters:
  - **Use ad hoc vendors for non-catalog items** (Use ad hoc vendors for non-catalog items)
  - **Use single-use virtual cards to pay suppliers** (Use single-use virtual cards to pay suppliers)
- Import ad hoc vendors into your SAP Ariba Buying solution. For more information, see Importing Ad Hoc Vendors to SAP Ariba Buying Solutions.

For more information, see Process for Supporting Ad Hoc Vendors for Non-Catalog Items in Virtual Card Orders.

> **→ Remember**
>
> Supplier policies configured in guided buying do not apply to ad hoc vendors.

Business End User Tasks

Requesting a Non-Catalog Item with an Ad Hoc Vendor [page 767]

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	GUIDEB-1209
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-GB-REQ
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Requesting a Non-Catalog Item with an Ad Hoc Vendor

You can use ad hoc vendors for non-catalog requests in guided buying.

Prerequisites

Your site must be configured to use ad hoc suppliers.

Context

Ad hoc vendors are suppliers from your SAP Ariba Buying solution that can be be added as-needed without onboarding them in your system. When the **Use Ad Hoc Supplier** option is available on non-catalog requests, you can choose from the ad hoc vendors available. When you use an ad hoc vendor, you must enter contact details for the supplier. The contact details are used to complete the transaction.

Ad hoc vendors also use virtual card payments, which generate new virtual card numbers for each order and display less banking information. Virtual cards offer secure transactions with new suppliers typically used for one-time or infrequent purchases.

Consider the following when using ad hoc suppliers:

- The imported ad hoc vendor details, including their supplier locations, cannot be modified.
- Ad hoc vendors can be used to buy only goods using a non-catalog request form. They can't be used for services. If you create a non-catalog request and choose an ad hoc vendor, categories associated with services can't be selected.
- Requests with ad hoc vendors can have multiple line items, but all the line items must use ad hoc vendors.
- After your request is submitted, approvers can change the ad hoc supplier and the contact details before the request is approved.
- Supplier selection policies configured in guided buying don't effect which ad hoc suppliers are available.

Procedure

1. On your dashboard, choose **Quick Links** > **Request a non-catalog item** or the plus symbol (+).
2. Choose the **Goods** tab.
3. In the **Product name** field, enter a name for the product you need.
4. For the **Category** field, choose the category that most accurately describes what you're requesting.

   Choose **Browse all** from the dropdown menu to display all categories.
5. In the **Description** field, enter a description for the product you need.
6. To use an ad hoc supplier, choose the **Use Ad Hoc Supplier** check box, and then select the supplier you want to use.

7. To add contact information for the ad hoc supplier, choose **Add Contact** and enter the following contact information:

> → Tip
>
> You can search for existing supplier contact information by entering the supplier's email address. If the supplier's contact information was used for a previous request, the information will display.

   - **Email ID**

     > ⚠ Caution
     >
     > The **Email ID** can't contain the plus symbol (+).

   - **Name**
   - **Address 1**
   - **City**
   - **State/Province**
   - **Zip code**
   - **Country/Region**

   Click **Add**.

> → Remember
>
> Entering the correct contact information ensures timely payment and reduces the risk of payment failure or delays. This information also provides a record of the transaction, which supports audit and compliance requirements.

8. Choose **Add to cart**.
9. After you add the first item to the shopping cart, you can choose:

Option	Description
Done	Returns to the home page
More options menu (•••) > Create new	Clears the page and allows you to create another non-catalog line and add it to the shopping cart
More options menu (•••) > Copy	Leaves the existing information on the page and allows you to edit it to create another non-catalog line

10. To check out, choose **Check out**.
11. To see additional fields, choose the right arrow to expand a line item. Edit fields that have incorrect information.
12. Choose **Submit**.
13. A confirmation dialog box displays. Choose **Done** to go to the home page.

Guided Buying Integration with WalkMe

Business Details

The WalkMe Digital Adoption Platform is now available in Guided buying. Users can take advantage of easy-to-understand guidance powered by WalkMe.

WalkMe is an AI-powered solution that enables teams to create guidance and automation in the flow of work, while giving business and technology leaders insights into how people are using the software and where users can be more self-sufficient. This enables organizations to accelerate user adoption of technology, boost productivity, and maximize the value of enterprise software investments.

WalkMe is an optional capability enabled by customer administrators. SAP Ariba will enable it for all customers in a future release, but administrators will have the ability to disable it for their organization.

> **Note**
>
> Customers that use third-party help or learning systems integrated with guided buying are urged to test WalkMe to ensure that they work as desired.

Users click the question mark  icon at the bottom-right of the page to launch the WalkMe panel, which lists the smart walk-thrus available.

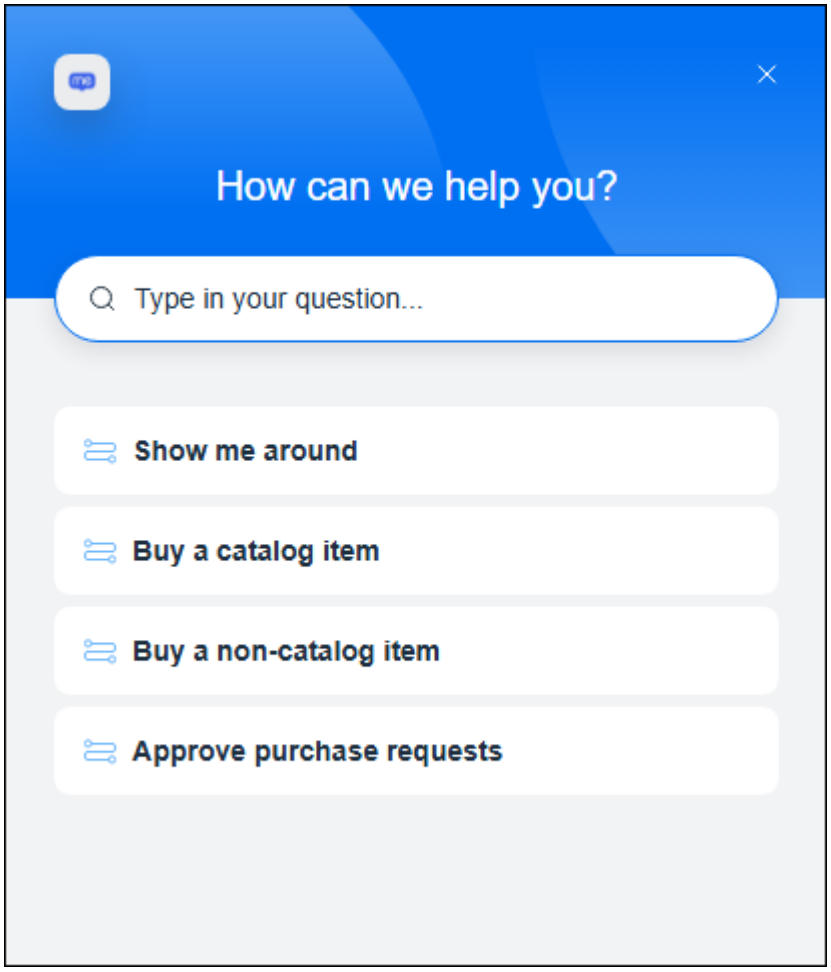
WalkMe offers the following smart walk-thrus:

- Show me around guided buying
- Buy a catalog item
- Buy a non-catalog item
- Approve purchase requests

Users can start any of the available smart walk-thrus for the process for which they need help. Each walk-thru provides short descriptions of the main steps and guides them through the procedure for completing a process. They can choose to close a walk-thru at any point.

Customers can also choose to develop their own content by first purchasing WalkMe Premium for SAP Ariba.

Examples of the user interface



Implementation Details

Configuration

Administrators enable WalkMe for their organization. SAP Ariba will enable it for all customers in a future release, but administrators will have the ability to disable it.

Organizations can configure WalkMe to display custom content by first purchasing WalkMe Premium for SAP Ariba and developing their own content.

WalkMe works in conjunction with SAP Companion and the Guided Buying Help Community. You can enable it while you use those other help systems.

WalkMe is controlled by two new parameters in the **Admin** > **Manage parameters** page:

PARAM_ENABLE_WALKME

ID	PARAM_ENABLE_WALKME

Default value	`false`

Enables the WalkMe Digital Adoption Platform for all users and shows the question mark  icon for displaying the WalkMe panel.

If set to **`false`** (default), the WalkMe question mark and content do not display.

If set to **`true`**, the WalkMe question mark and content display to all users.

PARAM_WALKME_CUSTOMER_SYSTEM_URL

ID	`PARAM_WALKME_CUSTOMER_SYSTEM_URL`
Default value	(empty)

Optionally specifies the URL of custom WalkMe content that was developed in WalkMe Premium for SAP Ariba. For more information, see https://www.walkme.com .

If this parameter is empty (default), WalkMe displays standard content.

If this parameter contains the URL of premium content, WalkMe displays custom content to all users. You must also set the parameter `PARAM_ENABLE_WALKME`. The URL you enter must have the form **`https://*.walkme.cloud.sap/*`**.

PARAM_ENABLE_WALKME_ANALYTICS

ID	`PARAM_ENABLE_WALKME_ANALYTICS`
Default value	`true`

Enables the collection of WalkMe analytical data.

WalkMe collects a small amount of data that it uses for internal analytics. SAP uses the information derived from these analytics to develop better, more intuitive features and flows. However, you might prefer not to send analytical data.

If set to **`true`** (default), WalkMe collects the following data from each user session:

Description	Purpose
Unique User Identifier	Unique identifier
Timezone	Static data
Device type	Static data
Browser name and version	Static data
Operating system	Static data
Display height	Static data
Display Width	Static data
Session ID	Generated identifier for the visit
Page URL	The URL in which the event occurred
Page title	The page in which the event occurred

Description	Purpose
WalkMe account ID	The identifier of the system that sent the event
WalkMe environment	The context that sent the event (such as Production or Test)
WalkMe end user ID source	Method of extracting EUID (Identifier, Generated, Cache)

If set to `false`, WalkMe collects no analytical data.

Business End User Tasks

Using WalkMe Walk-Thrus [page 542]

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed **Note** This feature is optional for this release. In a future release, SAP Ariba plans to turn it on for all customers.
Category	Help
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	GUIDEB-1250
Sub Process (Modular Business Process)	Not Applicable

Application Component	BNS-ARI-GB-ADM-HC
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Custom Fields in BMEcat Catalog Files

Business Details

With this feature, you can define custom fields in a BMEcat file within the `<USER_DEFINED_EXTENSIONS>` section that should be included after the `<MIME_INFO>` section.

Implementation Details

Configuration

To add a custom field, for example, `Hazardous Material` and then add values for the field, you must update the BMEcat file and include the information in the `<USER_DEFINED_EXTENSIONS>` section as shown in the following example:

Sample Code

```
<?xml version="1.0" encoding="UTF-8"?>
<!DOCTYPE BMECAT SYSTEM "bmecat_new_catalog_1_2.dtd">
<BMECAT version="1.2">
    <HEADER>
        <GENERATOR_INFO>PSX Toolset v. 1.5</GENERATOR_INFO>
        <CATALOG>
            <LANGUAGE>en</LANGUAGE>
      <CATALOG_ID>C_TESTLIEF</CATALOG_ID>
      <CATALOG_VERSION>001.001</CATALOG_VERSION>
      <CATALOG_NAME>Sagar test catalog BMEcat1</CATALOG_NAME>
      <DATETIME type="generation_date">
                <DATE>2015-08-08</DATE>
                <TIME>09:41:25</TIME>
            </DATETIME>
            <TERRITORY>US</TERRITORY>
            <CURRENCY>USD</CURRENCY>
            <MIME_ROOT>/mime-files/</MIME_ROOT>
            <PRICE_FLAG type="incl_freight">TRUE</PRICE_FLAG>
            <PRICE_FLAG type="incl_packing">TRUE</PRICE_FLAG>
            <PRICE_FLAG type="incl_assurance">FALSE</PRICE_FLAG>
            <PRICE_FLAG type="incl_duty">TRUE</PRICE_FLAG>
        </CATALOG>
        <BUYER>
            <BUYER_ID type="buyer_specific">testbuyer</BUYER_ID>
            <BUYER_NAME>P2PAPC</BUYER_NAME>
```

```
        </BUYER>
                <AGREEMENT>
                    <AGREEMENT_ID>Test_1</AGREEMENT_ID>
                    <DATETIME type="agreement_start_date">
                        <DATE>2015-01-01</DATE>
                    </DATETIME>
                    <DATETIME type="agreement_end_date">
                        <DATE>2025-12-31</DATE>
                    </DATETIME>
        </AGREEMENT>
        <SUPPLIER>
      <SUPPLIER_ID type="buyer_specific">sid496</SUPPLIER_ID>
      <SUPPLIER_ID type="supplier_specific">an70000000004</SUPPLIER_ID>
      <SUPPLIER_NAME>JCN Technologies</SUPPLIER_NAME>
        </SUPPLIER>
    </HEADER>
    <T_NEW_CATALOG>
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            <GROUP_SYSTEM_NAME>Smart phones and accessories</GROUP_SYSTEM_NAME>
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                <GROUP_ID>1</GROUP_ID>
                <GROUP_NAME>Smart phone</GROUP_NAME>
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                <GROUP_NAME>Sony</GROUP_NAME>
                <PARENT_ID>1</PARENT_ID>
            </CATALOG_STRUCTURE>
            <CATALOG_STRUCTURE type="node">
                <GROUP_ID>3</GROUP_ID>
                <GROUP_NAME>Samsung</GROUP_NAME>
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            </CATALOG_STRUCTURE>
            <CATALOG_STRUCTURE type="node">
                <GROUP_ID>4</GROUP_ID>
                <GROUP_NAME>iPhone</GROUP_NAME>
                <PARENT_ID>1</PARENT_ID>
            </CATALOG_STRUCTURE>
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            </CATALOG_STRUCTURE>
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        <ARTICLE mode="new">
```

```
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                <DESCRIPTION_LONG>Similar to the devices under the Sony Xperia Z
series, the Xperia Z2 has an "Omni-Balance", according to Sony, which is focused
on creating balance and symmetry in all directions. The phone comes with the
same aluminium frame as its predecessor. It also features tempered glass on the
front and back with an aluminium power button placed on the right hand side of
the device</DESCRIPTION_LONG>
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                <KEYWORD>Sony</KEYWORD>
                <KEYWORD>Xperia</KEYWORD>
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                <REFERENCE_FEATURE_GROUP_ID>44121710</REFERENCE_FEATURE_GROUP_ID>
            </ARTICLE_FEATURES>
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                </DATETIME>
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photo-248528.jpeg</MIME_SOURCE>
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```

```
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                <EXTENSION>
                    <KEY>Hazardous Material</KEY>
                    <VALUE>Flammable, Corrosive, Harmful</VALUE>
                </EXTENSION>
            </USER_DEFINED_EXTENSIONS>
            <ARTICLE_REFERENCE type="accessories">
                <ART_ID_TO>z2_tripod</ART_ID_TO>
            </ARTICLE_REFERENCE>
            <ARTICLE_REFERENCE type="sparepart">
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            </ARTICLE_REFERENCE>
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            </ARTICLE_REFERENCE>
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            </ARTICLE_REFERENCE>
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            </ARTICLE_REFERENCE>
            <ARTICLE_REFERENCE type="similar">
                <ART_ID_TO>samsung_edge</ART_ID_TO>
            </ARTICLE_REFERENCE>
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        <DESCRIPTION_LONG>A sleak power bank for your iPhone (and other
smartphones). The Vinsic Tulip features a typical design that most power banks
have adopted over the years. It’s small at about 4 inches long. It can fit
anywhere quite comfortably. At 3200mAh, you can charge your iPhone once and some
more (~1.5 times). The Vinsic Tulip comes with a single USB out. The output is
5V at 1A.</DESCRIPTION_LONG>
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```

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iphone6s/powerbank.jpeg</MIME_SOURCE>
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        </MIME>
    </MIME_INFO>
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        <EXTENSION>
            <KEY>Hazardous Material</KEY>
            <VALUE>radioactive,toxic</VALUE>
        </EXTENSION>
    </USER_DEFINED_EXTENSIONS>
</ARTICLE>
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</ARTICLE_TO_CATALOGGROUP_MAP>
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    <CATALOG_GROUP_ID>6</CATALOG_GROUP_ID>
</ARTICLE_TO_CATALOGGROUP_MAP>
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    <CATALOG_GROUP_ID>6</CATALOG_GROUP_ID>
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</ARTICLE_TO_CATALOGGROUP_MAP>
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Technical Details

Product	SAP Ariba Catalog
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No localization

Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CMS-1384
Sub Process (Modular Business Process)	Not Applicable
Application Component	BNS-ARI-CM-PUB
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Type Definition Files

SAP Ariba Buying Integration with SAP Business Network and SAP Fieldglass Suppliers

Business Details

This document covers onboarding an SAP Fieldglass supplier on SAP Business Network and vice versa. Buyers can onboard the suppliers either in SAP Fieldglass or SAP Business Network ensuring unified user experience for suppliers across SAP Fieldglass and SAP Business Network.

If SAP Ariba Buying that is part of SAP Ariba Procurement solutions uses SAP Fieldglass (restricted access) for service procurement, buyer cannot onboard a supplier on SAP Fieldglass. The buyer can leverage the SAP Business Network onboarding feature to onboard and manage suppliers.

This document includes the following features that are related to unified onboarding:

- Onboarding SAP Fieldglass Supplier on SAP Business Network [page 782]
- Onboarding SAP Business Network Supplier on SAP Fieldglass [page 784]
- Single-Sign-On Between SAP Business Network and SAP Fieldglass [page 788]
- SAP Ariba Buying Integration with SAP Business Network and SAP Fieldglass [page 788]

For more information on buyers and suppliers connection, see the How Buyers and Suppliers Connect section in the SAP Business Network Buyer Administration Guide.

> **Note**
>
> - Buyer can invite a supplier on SAP Business Network and SAP Fieldglass only if the buyer exists on both.
> - Only the active supplier accounts can be integrated.
> - Synchronization of supplier profile is not supported between SAP Business Network and SAP Fieldglass.
> - After the supplier registers in SAP Fieldglass by approving the collaboration type as Service and establishes a connection with the buyer in SAP Fieldglass, a situation may arise wherein the buyer deletes the relationship or the supplier rejects the approved releationship in SAP Business Network. In that case, the relationship in SAP Fieldglass continues and it is not automatically deleted, you must manually deactivate the relationship.
> - Only one remote external identity provider (IDP) is allowed to login to SAP Business Network. Therefore, while connecting to SAP Fieldglass, use only the SAP Fieldglass IDP.
> - The **Copy SES** option on SAP Business Network is not supported in this integration scenario.
> - Creation of service sheets from **Orders** tile is not supported for SAP Fieldglass suppliers.

Technical Details

Product	SAP Business Network SAP Fieldglass SAP Ariba Buying
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable

Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NP-47684
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Setting Up Service Procurement with SAP Business Network and SAP Fieldglass (4R2)
SAP Business Network Buyer Administration Guide
How Buyers and Suppliers Connect

Onboarding SAP Fieldglass Supplier on SAP Business Network

Onboarding SAP Fieldglass suppliers on SAP Business Network allows seamless integration between the two platforms, enabling suppliers to fulfill buyer's orders efficiently. The integration benefits customers by replicating sub-users, assigning default roles, and allowing actions on both platforms using single sign-on.

Description

This document covers onboarding an SAP Fieldglass supplier on SAP Business Network. If a supplier fulfilled both material and services, the supplier is required to log in to SAP Business Network as well as SAP Fieldglass separately for different processes.

SAP Fieldglass now has the ability to initiate the onboarding of SAP Fieldglass suppliers on to SAP Business Network. The supplier can switch between the applications using single sign-on (SSO).

Prerequisites

- Ensure that the buyer exists on both SAP Business Network and SAP Fieldglass.
- Ensure that you enable the **Allow multiple private IDs per supplier** buyer entitlement for the SAP Fieldglass buyer.
  Contact the Designated SAP Support contact to enable this feature.
- Ensure that the SAP Fieldglass supplier is subscribed to Fieldglass Onboarding Service permission to get the option to register with SAP Business Network.
- We recommend that you set the relationship acceptance type to auto-approved.

Restrictions

- The supplier accounts on SAP Fieldglass and SAP Business Network must be present on US data centre.
- The supplier accounts on SAP Fieldglass and SAP Business Network must be active.
- SAP Fieldglass and SAP Business Network account integration does not support profile synchronization.
- Only one remote external identity provider (IDP) is allowed to login to SAP Business Network and in this flow it is SAP Fieldglass IDP. While using this flow, you cannot use any another IDP.
- Creation of service sheets from Orders tile is not supported for SAP Fieldglass suppliers.
- Supplier must create the custom role **FIELDGLASS_REMOTE_USER_DEFAULT_ROLE** with the following three permissions before registering with SAP Fieldglass:
  - **Invoice Generation**
  - **Inbox Access**
  - **Outbox Access**

  Otherwise, the users that are created using the SCIM API are not granted the role. For more information on permissions, see Permissions You Can Assign to Users.

How the Integration Benefits the Customer

- Supplier does not need to create an account of SAP Fieldglass user again on SAP Business Network. The supplier sub-users from SAP Fieldglass are automatically replicated in SAP Business Network.
- A user can perform actions on both SAP Fieldglass and SAP Business Network using single-sign-on.
- When a new supplier is onboarded on SAP Fieldglass by a buyer that exists on both SAP Fieldglass and SAP Business Network, the supplier is onboarded on to SAP Business Network too.

User Interface Changes for Fieldglass Suppliers

When a new supplier gets registered on SAP Fieldglass, the system displays an option as **Complete SBN Registration.** Clicking this option redirects the supplier to SAP Business Network to create a new account or integrate with an existing account on SAP Business Network.

For existing suppliers, SAP Fieldglass displays the **Complete SBN Registration** option if the account is not already integrated with an account on SAP Business Network.

When a service order is sent to SAP Fieldglass, SAP Business Network displays the statement of work number as a hyperlink. On clicking the hyperlink, the corresponding statement of work document gets displayed on SAP Fieldglass. SAP Fieldglass provides the option to return to SAP Business Network purchase order page.

Workflow of Onboarding a SAP Fieldglass Supplier on SAP Business Network

The following steps explain the workflow of onboarding a SAP Fieldglass supplier on SAP Business Network .

1. SAP Fieldglass buyer invites a supplier to onboard on SAP Fieldglass.
2. A new registration link is sent to the supplier via an email.
3. Supplier registers on SAP Fieldglass using the link.
4. The registration page displays a link to **Complete SBN Registration**.
   Suppliers on SAP Fieldglass that have the relationship with a buyer on both SAP Fieldglass and SAP Business Network, are displayed a link to **Complete SBN Registration**. The link is displayed until the supplier's account on both the applications are linked.
5. **Complete SBN Registration** provides the following two options:
   - **Create New Account**
   - **Use Existing Account**
6. Clicking the **Create New Account** opens the **Registration** page on SAP Business Network that pre-populates with the supplier's profile data from SAP Fieldglass.
   Modify the necessary fields on the SAP Business Network page, except the **UserID** field.
7. When a new supplier account is created on SAP Business Network, a relationship is created with the buyer ANID, account is enabled for single-sign-on, and a default role is assigned to that supplier.
8. When a supplier uses an existing account on SAP Business Network, the system does one of the following:
   - If the supplier exists and relationship with SAP Business Network buyer does not exist, then the relationship is created, account is enabled for single-sign-on, and the default role is assigned to the user.
   - If the supplier exists and relationship with SAP Business Network buyer is already established, then the account is enabled for single-sign-on and the default role is assigned to the user.
   - If the supplier exists and the remote login and default role is assigned, but the relationship with the SAP Business Network buyer is not established, then only the relationship is created.
9. All the sub-users of the supplier on SAP Fieldglass are migrated to SAP Business Network.

> **Note**
>
> The sub-users are migrated only when the scheduled job is run.

Onboarding SAP Business Network Supplier on SAP Fieldglass

This document explains the mandatory process of onboarding a SAP Business Network supplier on SAP Fieldglass. It is required to understand the workflow and establish a trading relationship between the buyer and the supplier.

Description

This document explains onboarding a SAP Business Network supplier on SAP Fieldglass, which is mandatory in the following situations:

- If a buyer that uses SAP Business Network and SAP Fieldglass sends a purchase order containing serviceable items, to a supplier in SAP Business Network
- If a buyer uses SAP Ariba Buying to manage service orders, then the buyer can leverage the SAP Business Network onboarding feature to onboard and manage suppliers. The suppliers on SAP Business Network can create a new account or use the existing account and link that to a new or existing account on SAP Fieldglass. SAP Ariba Buying that is part of SAP Ariba Procurement solutions uses SAP Fieldglass (restricted access) for service procurement.

After the supplier is registered on SAP Business Network and SAP Fieldglass, the supplier can use the SAP Business Network portal to view the service orders and navigate to SAP Fieldglass to manage the statement of work.

If the buyer has a trading relationship with a supplier, then they can send a service collaboration request to the supplier to onboard them on SAP Fieldglass. The supplier can approve or reject the request. On approval, the supplier gets a notification to either create a new account or use an existing account on SAP Fieldglass. When the supplier creates a new account or uses an existing account, the supplier account in SAP Business Network is linked to the supplier account in SAP Fieldglass and single-sign-on is enabled.

Prerequisites

- Ensure that the buyer exists on both SAP Business Network and SAP Fieldglass.
- Ensure that the buyer has a trading relationship with a supplier. Only then the buyer can send a service collaboration request to the supplier to onboard them on SAP Fieldglass.
- Ensure that the buyer Fieldglass ID (**FGID**) is included in SAP Business Network in the Fieldglass configuration section.
- In the buyer profile, ensure that the **Enable Supplier Onboarding** option is selected while configuring SAP Fieldglass.

Restrictions

- Buyer can invite a supplier on SAP Business Network and SAP Fieldglass only if the buyer exists on both the applications.
- Synchronization of supplier profile is not supported between SAP Business Network and SAP Fieldglass.
- There is always one-to-one link between SAP Business Network and SAP Fieldglass account.

User Interface Changes for Buyer

- The **Configure Fieldglass Routing URL** screen includes a new field **Fieldglass ID**. The buyer must specify the Fieldglass ID to integrate SAP Business Network buyer account with the buyer account on SAP Fieldglass buyer account.
- The **Active Relationships** page under **Supplier Management** has a new option **Services** in the **Add Collaboration** pop up.
- The statement of work associated with a service order sent to SAP Fieldglass can be accessed using a new hyperlink on **Purchase Order** page in SAP Business Network.
- The **Enable Allow exchange of documents between Ariba Network, SAP Fieldglass, and SAP S/4HANA or SAP S/4HANA Cloud, for services procurement** transaction rule is no longer available.

User Interface Changes for Supplier

- If the supplier has configured to auto-accept the relationship requests, then:
  - the service collaboration type request is auto-approved.
  - a new notification is displayed under the bell icon on the Supplier home page to register on SAP Fieldglass.
- If the supplier has configured to manually accept the relationship requests, then:
  - the supplier should approve the service collaboration type request.
  - a pop-up is displayed to the supplier to register on SAP Fieldglass.
  - a new notification is displayed under the bell icon on the Supplier home page to register on SAP Fieldglass.

Establishing Relationship Between SAP Business Network and SAP Fieldglass Buyer

The buyer should establish a relationship between the SAP Business Network buyer account and the SAP Fieldglass buyer account, to onboard a SAP Business Network supplier on SAP Fieldglass.

1. Navigate to **Configure Fieldglass Routing URL** screen and enter the valid Fieldglass ID.
2. Select **Enable Supplier Onboarding**.
3. Click **Save**.
4. Navigate to **Customer Relationships**, click **Advanced View**, select the supplier, select **Add Collaboration** from **More Actions**, and then select **Services** to send an invite to the SAP Business Network supplier to onboard on SAP Fieldglass.

Workflow of Onboarding a SAP Business Network Supplier on SAP Fieldglass

This section explains the workflow of onboarding a SAP Business Network supplier on SAP Fieldglass.

1. If a supplier does not exist on SAP Business Network, then the SAP Business Network buyer admin invites a new supplier to onboard on SAP Business Network.

2. An invitation email is sent to the supplier contact to either create a SAP Business Network account or link an existing SAP Business Network.
3. On successful registration, the supplier gets onboarded on to SAP Business Network with a transactional relationship.
4. SAP Business Network buyer then sends the collaboration fulfillment request to establish a trading relationship with the supplier using the **Customer Relationships** page.

   > ⓘ Note
   >
   > You must switch to **Advanced View** to send the collaboration fulfillment request.

5. On acceptance from the supplier, the trading relationship with the buyer and the supplier is established.
6. If the trading relationship with the buyer and the supplier is already established on SAP Business Network, then the SAP Business Network buyer can send the collaboration service request inviting the supplier to register on SAP Fieldglass.
   Navigate to **Customer Relationships**, click **Advanced view**, select the supplier, select **Add Collaboration** from **More Actions**, and then select **Services**.
7. Supplier receives an email about the request, reviews it, and then approves or reject the request.
   - If the supplier has configured to auto-accept the relationship requests, then:
     - the service collaboration type request is auto-approved.
     - a new notification is displayed under the bell icon on the Supplier home page to register on SAP Fieldglass.
     - both the buyer and supplier receive an email informing that the collaboration service has been setup.
   - If the supplier has configured to manually accept the relationship requests, then:
     - the supplier should approve the service collaboration type request.
     - a pop-up is displayed to the supplier to register on SAP Fieldglass.
     - a new notification is displayed under the bell icon on the Supplier home page to register on SAP Fieldglass.
   - If the supplier rejects the collaboration service request, both the buyer and the supplier receives email for the information. SAP Business Network displays a notification message that account linking is mandatory, under the bell icon.
8. The supplier can either create a new account on SAP Fieldglass or login to an existing account.
9. The SAP Fieldglass registration page auto-populates with the supplier account details from SAP Business Network if the supplier creates a new account.
   The **User ID** field on SAP Fieldglass registration page displays SAP Business Network user ID. The user ID can be modified.
10. Fill in the necessary fields and click **Accept and Continue**.
    A new supplier account is created on SAP Fieldglass and relationship is established with the SAP Fieldglass buyer.
    The supplier accounts on SAP Business Network and SAP Fieldglass are synchronised and the account is enabled for single-sign-on.
11. If a supplier account already exists on SAP Fieldglass, log in to SAP Fieldglass.
    The SAP Fieldglass supplier ID is linked to the Fieldglass ID of the buyer on SAP Fieldglass and relationship is established.
    The supplier accounts on SAP Fieldglass and SAP Business Network are synchronised and the account is enabled for single-sign-on.

12. Depending on whether the SAP Fieldglass user ID is same or not, SAP Business Network stores the SAP Fieldglass user ID as follows:
    - If both SAP Fieldglass and SAP Business Network user ID are the same, then the SAP Business Network user ID is enabled for single-sign-on.
    - If both SAP Fieldglass and SAP Business Network user ID are different, then SAP Fieldglass user ID is enabled for single-sign-on.

Single-Sign-On Between SAP Business Network and SAP Fieldglass

After the supplier accounts are integrated the supplier can use single-sign-on to work on both SAP Business Network and SAP Fieldglass.

The supplier can use the SAP Business Network portal to view the service orders and navigate to SAP Fieldglass to manage the statement of work. When a service order is sent to SAP Fieldglass, SAP Business Network displays the statement of work number as a hyperlink on the **Items to service** page..

On clicking the hyperlink, the corresponding statement of work document gets displayed on SAP Fieldglass.

SAP Fieldglass provides the option **View in SAP Business Network** to return to SAP Business Network purchase order page.

From the **Items to service** page, you can create a service sheet for a line item by clicking the Actions and then clicking **Create service sheet**. This takes the user to SAP Fieldglass, where you can create a timesheet or an event. From SAP Fieldglass, you can either go to SAP Business Network workbench or statement of work page by clicking the appropriate options.

SAP Ariba Buying Integration with SAP Business Network and SAP Fieldglass

Descripiton

SAP Ariba Buying that is part of SAP Ariba Procurement solutions uses SAP Fieldglass (restricted access) for service procurement. The buyer can leverage the SAP Business Network onboarding feature to onboard and manage suppliers. The suppliers can create a new account or use the existing account on SAP Business Network and link that to a new or existing account on SAP Fieldglass. For more details, see Onboarding SAP Business Network Supplier on SAP Fieldglass [page 784].

Both SAP Fieldglass and SAP Business Network can be accessed using single-sign-on. See, Single-Sign-On Between SAP Business Network and SAP Fieldglass [page 788] .

While setting up and configuring SAP Ariba Buying, ensure that **Collaboration Type - Services** is selected for the suppliers to route the purchase order that contains service request through SAP Fieldglass.

> **Note**
>
> For existing account, the **Allow exchange of documents such as orders, service sheets, and invoices between SAP S/HANA Cloud, SAP Fieldglass, and Ariba Network for services procurement** transaction rule is not visible when the buyer sends the collaboration service request inviting the supplier to register on SAP Fieldglass.
>
> For new account, the **Allow exchange of documents such as orders, service sheets, and invoices between SAP S/HANA Cloud, SAP Fieldglass, and Ariba Network for services procurement** transaction rule does not exist.

Related Information

Setting Up SAP Ariba Buying

SAP Business Network

Virtual Card Payment Information in Purchase Orders

Business Details

Taulia's virtual card payment solution allows buyers and suppliers to maximize cash flow, minimize payment uncertainty, and reduce the cost of business. Virtual cards eliminate fraud risks associated with physical credit cards and wire transfers, while allowing suppliers to save time and money on payment administration, reconciliation, and compliance. SAP Business Network purchase orders can now display information related to Taulia virtual card payments.

When SAP Business Network receives cXML OrderRequest documents that include a `PCARD` element with attribute `name="VCARD"`, SAP Business Network does not display PCard information in transaction Bill To sections as it does with standard PCard payments. Instead, SAP Business Network displays a message informing the receiver that a Virtual Card will be delivered to a specified email (as indicated in the cXML orderRequest header) by the payment provider.

In multi-tier order scenarios, virtual card information is not displayed to the copy supplier.

Technical Details

Product	SAP Business Network
Line of Business	Supply Chain

Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	BCS3-5507
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Allow contract requests and collaborative requisitions for suspended suppliers

Business Details

This feature allows buyers to send collaborative requisitions to suspended suppliers. In addition, it allows buyers to create or update contract requests that reference a suspended supplier.

Previously, when a supplier was suspended for outstanding payment or missing tax information, buyers could not send a collaborative requisitions to the suspended suppliers. Likewise, buyers could not create or update contract requests that reference a suspended suppliers' private ID.

Suppliers can be suspended on SAP Business Network due to non-payment of fees, lack of credit card details, tax details, and other reasons.

Technical Details

Product	SAP Business Network
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	BCS3-6566
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Accessing Supplier's Catalog from Company Profile

Business Details

Supplier company profiles on SAP Business Network now feature a navigation link to the supplier's network catalog. This allows potential buyers to access detailed product and service information, including pricing and specifications, directly from the supplier's profile. This feature helps suppliers promote their catalog offerings and enables buyers to make informed purchasing decisions.

Changes to the User Interface

The supplier company profile page displays a **Network Catalog** link beneath the supplier name. The link takes you to a pre-filtered search page that lists a full suite of the supplier's network catalog offerings.

If you haven't signed in to SAP Business Network before clicking that catalog link, you are prompted to sign in.

Implementation Details

General Prerequisites

- The **Network Catalog** link on the supplier company profile becomes active after the supplier uploads products to its network catalog. If no products are uploaded, the link remains inactive.
- You don't need to sign in to SAP Business Network to view a supplier's public profile. However, to browse a supplier's catalog offerings on the network, you must be signed in.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	BNCAT-3721
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Removed access to legacy buyer interface

Business Details

Ahead of the general availability release of SAP Business Network on BTP, the **Back to Classic** option in the buyer shell bar and user menu, and the **Ariba Exchange** entry in the product switcher have been removed. The legacy buyer user interface is no longer available. Users can continue to access the support portal using the ? icon.

Technical Details

Product	SAP Business Network
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	Early Adoption
Enablement	Automatically On

Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NEXTGEN-14211
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Audit Log Management on SAP Business Network

Business Details

The SAP Business Network audit service, logs selected user and administration actions performed in SAP Business Network applications. It also logs user interface audit actions like create, download, purge, or delete audit reports. The audit actions are divided into the following categories:

- Generic audit actions - purge, delete and download audit reports
- Inegrated audit actions - create audit reports

For more information about audit logs for buyers, see Audit Logs for Buyers. For more information about audit logs for suppliers, see Audit Logs for Suppliers.

The SAP Business Network on BTP audit service enables administrators and security personnel to take a detailed look at what occurs in their SAP Business Network site, reproduce potential malicious activities of users and administrators, monitor administrative activities, like configuration changes, and retrieve forensic evidence if a security breach occurs. The SAP Business Network audit service records activities and events relevant for security auditing. You can access audit service records for evaluation in the form of security audit reports.

Examples of the User Interface

To view audit logs, click **Account Settings** > **Settings** and then choose **Audit Log Standard** from the **Compliance** section.

Implementation Details

General Prerequisites

Ensure that the user have the following permissions to access audit logs:

- User Administration
- Audit Log Administration

Business End User Tasks

The SAP Business Network audit service log entries contain identifying information, such as user, event type, date, and time. When users change data, the SAP Business Network audit service records both the old and new value. The SAP Business Network audit service creates a log entry when a user, integration tool, or scheduled event performs the following actions:

- Changes a user's authorization
- Exports or downloads data
- Creates, edits, or deletes data
- Authenticates a user
- Changes system configuration
- Accesses or changes sensitive information

The SAP Business Network audit service also records user consent to privacy policies, including the version number of the policy and whether the policy was a custom privacy policy or the SAP Business Network SAP Business Network Privacy Statement.

For information about the types of actions recorded by the SAP Business Network audit service, refer to Audit Log Criteria for SAP Business Network.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	Early Adoption

Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NEXTGEN-19995
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

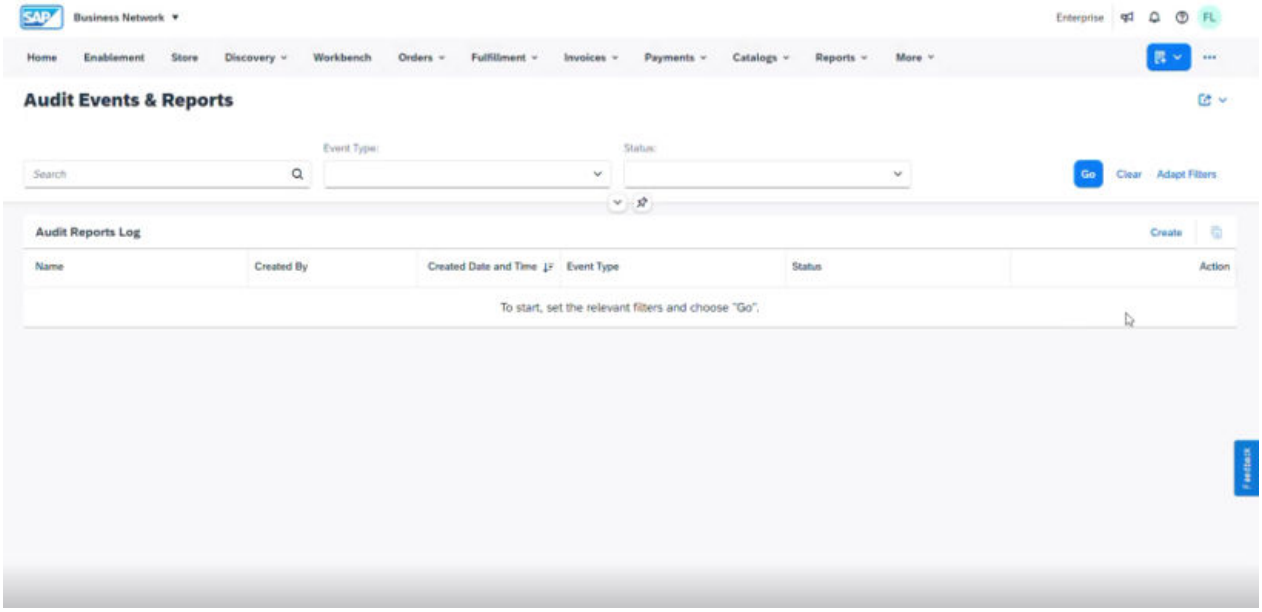
Related Information

https://help.sap.com/docs/ariba/managing-ariba-audit-information/managing-sap-ariba-audit-information-d856abfdbe174bb188be35defe03780a?locale=en-US&version=2502

Audit Events and Reports

The **Audit events and reports** page is where you view the list of audit reports that are created. The audit log report has filters for filtering the reports.

The following image shows **Audit events and reports** page:



Creating an Audit Report

Follow these steps to create an audit report:

1. Click **Create**.

2. The **Create Audit Report** page displays the following fields:

Fields	Description
Name	This is a mandatory field. Enter a name for the report.
Event type	This is a mandatory field. Choose the type of logged audit events for which you want to create a report. For example, choose **Security** to view security critical events. Choose **Data access** to view data access related activities. The available event types are: • Security • Data access • Data modification • Configuration modification • Generic action • Integration
From	This is a mandatory field. Choose the start date for the events. You can choose a valid date (within the last 3 months) using the calendar tool.
To	Choose the end date for the events. You can choose a valid date (within the last 3 months) using the calendar tool.

3. Click **Create** to create an audit report with the specified name.

Viewing the List of Audit Reports

The Audit Events and reports page displays the list of reports that have been generated. In this page, you can use the search filters to look for a particular report, download a report, or delete a report.

Search a report

User the search filters to search for a report. The available fields are:

- Name
- Event Type
- Status

After entering the required search criteria, click **Apply** to search for audit reports based on the search filters. Click **Clear** to clear the search filter fields.

The **Audit Reports Log** section shows all generated reports. Each row in the table displays information for the generated report such as name of the report, who created it, when it was created, type of the event, and the status.

The following table explains the statuses that appear on the **Status** column.

Status	Description
PROCESSING	Indicates that the report creation is in progress.
COMPLETED	Indicates that the report is successfully generated and can be downloaded. An email is sent to the user when the report is generated.
FAILED	Indicates that the report generation has failed. An email notification is sent to the user when the report generation fails.
PURGE SCHEDULED	Indicates that the report will be purged. An email notification is sent to the user one day before the report is automatically purged. From the day the notification is sent to the user and till the report is purged, the report will be in purged scheduled status. There is no retention period for the purged report.
PURGED	Indicates that the report has been purged. SAP Business Network purges the generated report after 30 days. A reminder email is sent to the user one day before the actual purge. If the user wishes to download the report can do so. The status of the report is changed to Purged scheduled. The purged reports are permanently deleted and there is no retention period.

Audit Reports

The **Audit Report Logs** section lists all generated reports.

- Click **Download** to download the generated report in XLS format.
- Click **Delete** to delete a generated report.

> **Note**
>
> If a user offboards from SAP Business Network, all the associated audit reports are deleted automatically.

- Click **Create** to create a new audit report.

Audit Event Types

The following table describes the types of events:

Event Type	Description
Security	Security-related events for discovery and analysis of security critical incidents. For example, server start or stop, failed sign-in attempts, failed authorization checks, critical system parameter changes, and so on.
Data access	Data access-related events, such as successful and unsuccessful attempts to access personal identifiable data and confidential data, access to different services or applications, read access of confidential data, and so on.
Data modification	Personal data modification events and auditing reasons. This includes personal and confidential data updates, changes to group membership, or contact information.
Configuration modification	Administrative actions and events in your site and all configuration modifications.
Generic action	Actions generated or occurring in the system, such as: • Actions that transfer data to or from the system. For example, file uploads or downloads. • Scheduled integration tasks.
Integration	Actions related to integration events such as data import and export, inbound or outbound API calls, and events related to configuration files.

Audit Classic and Purge Audit Reports Deprecated

In legacy SAP Business Network Audit Classic is where you can view the audit logs. In SAP Business Network on BTP, all audit logs are now written to BTP and retrieved from BTP. Therefore, Audit Classic option is deprecated in SAP Business Network on BTP.

The Audit Purge functionality allows users to manage and delete audit log data from their site. In legacy SAP Business Network purging is managed through the retention policy settings and the reports are automatically purged by the end of 90 days from the day when the audit report was created. When a report is purged, it is temporarily retained for a period of 30-days after which it is permanently deleted. The default grace period is 30 days. However, the users can configure a shorter grace period, including a 0-day grace period, which results in immediate deletion.

In SAP Business Network on BTP, Audit Purge option is deprecated. The report is automatically purged after 30 days. A notification email is sent to the user stating that the particular audit report will be purged by mentioning the date at which the report will be purged. The user can download the report and save it before it is purged.

The purged reports are permanently deleted and there is no retention period.

Support for PINT Invoices for Australia and New Zealand

Business Details

SAP Business Network now supports Peppol International (PINT) Specifications for Australia & New Zealand for inbound flow of invoices.

External suppliers can send PINT format invoice through peppol service to buyers in SAP Business Network. The system then converts PINT invoice to cXML invoice.

Implementation Details

Buyer Prerequisites

- You must have:
  - An enterprise global account on SAP Business Technology Platform (BTP)
  - A subscription to SAP Document and Reporting Compliance, cloud edition

  This allows you to receive a PINT invoice and convert it into cXML invoice.
- You have already completed the initial steps to setup SAP Document and Reporting Compliance, cloud edition. For more information, see Integrating Peppol Exchange with SAP Business Network.
- Your peppol participant ID must be maintained in SAP Business Network buyer account under **Manage Profile** > **Configure External Network Identifiers**. Based on the participant ID maintained in the UBL, the invoice is routed to the corresponding buyer.

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	Localized for Australia and New Zealand
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NG-7287
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Peppol Integration for SAP Business Network

E-Invoicing in Germany for External Invoices

Business Details

This feature allows non-SAP Business Network suppliers to send external invoices (invoice created in supplier's system) to buyers in Germany through email.

When the supplier sends the external invoice through email, the document is sent to SAP Document Reporting and Compliance, cloud edition. The validated UBL invoice received from SAP Document Reporting and Compliance, cloud edition is converted into cXML invoice in SAP Business Network. Both the UBL and the cXML invoices are then sent to the buyer as attachments, the system identifies the relevant buyer using the buyer's VAT ID/Tax ID in the invoice.

> **Note**
>
> Only invoices that have the buyer tax identification will be processed in SAP Business Network.

Suppliers can send the following invoice types through email:

- An X-Rechnung invoice (UBL) or CII format

- ZUGFeRD (hybrid PDF with attached CII) invoice

Suppliers can send the external invoice to the following email IDs based on the type of account:

Document Type	Account Type	Email ID
CII and UBL	Test	invoicereceiver-test@ansmtp.ariba.com
	Production	invoicereceiver-prod@ansmtp.ariba.com
ZUGFeRD	Test	PdfTaxInvoice-test@ansmtp.ariba.com
	Production	PdfTaxInvoice@ansmtp.ariba.com

Buyers must configure the SAP Document and Reporting Compliance, cloud edition details in SAP Business Network. For more information, see How to Configure External Document Service Details [page 803].

Buyers must maintain your Vat ID in your SAP Business Network buyer account. Please contact your admin and create a support ticket for the component **`SBN-AN-TX-ADM-INV`** to add the Vat ID.

SAP Business Network uses the following customization IDs to accept the external invoice. This is applicable for all types of invoice formats (UBL/CII/ZugFeRD).

- urn:cen.eu:en16931:2017#compliant#urn:xeinkauf.de:kosit:xrechnung_3.0
- urn:cen.eu:en16931:2017#compliant#urn:xoev-de:kosit:standard:xrechnung_2.3

Ensure that the **External Tax Invoice Rules** are enabled to handle external invoices. The **External Tax Invoice Rules** apply a specific set of SAP Business Network transaction rules to all the external invoices irrespective of the supplier that is referenced in the invoice. For more information, see External Tax Invoice Rules.

If you as a buyer has configured the attachment rules in your SAP Business Network buyer account under **Default Transaction Rules** > **Attachment File extension Rules**, ensure that you allow the attachment extensions for the type of invoice format sent in the email. If the attachment rules are not set correctly, then the invoice sent as attachments to the buyer will be rejected by the system.

Implementation Details

General Prerequisites

- An enterprise global account on SAP Business Technology Platform (SAP BTP).
- A subscription to SAP Document and Reporting Compliance, cloud edition.

> **Note**
>
> You can reuse the SAP Document and Reporting Compliance, cloud edition license if you already have a subscription for using Peppol related transactions in SAP Business Network.

Buyer Task

How to Configure External Document Service Details [page 803]

Technical Details

Product	SAP Business Network
Line of Business	Application Development and Integration
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	Localized for Germany
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NG-7314
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

How to Configure External Document Service Details

Procedure

1. Login to your SAP Business Network buyer account.

2. Navigate to **Manage Profile** > **Configuration** > **External Document Service Configuration**.

   The **External Document Service Configuration** page opens.
3. Under the **External System Configuration** tab, choose **Create**.

   The **Create Configuration** screen appears.

   The **Service Provider** field displays the default service provider, SAP Document Reporting and Compliance, and the **Authentication Type** field displays the authentication method for the service provider. Here, OAuth.
4. In the **Authentication** section, enter the **Client ID**, **Client Secret**, and **Token URL** of SAP Document Reporting and Compliance, cloud edition instance.

   These details are created in the SAP BTP cockpit. For more information, see section Integrating Peppol Exchange with SAP Business Network.
5. Choose **Save**.

   The SAP Business Network system validates the credentials that are provided. If the connection with SAP Document Reporting and Compliance is not established then the configuration will not be saved.

Results

The service provider configuration is displayed under the **Service Provider** section on the **External System Configuration** tab.

You can also **Edit** and **Delete** the configuration. Click the **Action** option to choose the required action.

Onboarding Automation on SAP Business Network

Business Details

This feature introduces an enhanced onboarding experience. When you click **Supplier Enablement** and select **Manage vendors**, you can view the **Enablement Overview** screen.

On the **Enablement overview** screen, you can view these suppliers:

- **Unique suppliers**: List of suppliers with unique vendor ID.
- **Invited suppliers**: List of suppliers for whom trading relationship request is sent.
- **To be invited suppliers**: List of suppliers who are uploaded in the system but are not invited for trading relationship.

The enablement experience includes:

- **Prepare vendor data**
- **Settings**
- **Send Invitation**
- **Monitor progress**
- **Manage suppliers**

Limitations

- Feature availability is limited to Commerce Automation buyers only.
- No Hybrid Commerce Automation/Supply Chain Collaboration buyers.
- No enterprise only enablement.
- Excludes customers using Supplier Lifecycle and Performance.
- You cannot upload remittance details via VUF with specified ANID.
- Not using direct connect (SFS) exclusively.

Technical Details

Product	SAP Business Network
Line of Business	Service
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Other
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NS-30504
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer Supplier

Related Feature: *NS-29711*

Prepare vendor data

The **Prepare vendor data** option enables you to upload and add vendor data in your profile.

Procedure

1. Log in to SAP Business Network.
2. Click **Supplier Enablement** > **Manage vendors**.
3. On the **Enablement Overview** screen, click **Prepare vendor data**.
4. The **Prepare vendor data** page appears on your screen.

   > ⓘ Note
   >
   > **Prepare vendor data** page appears only when there are no vendors associated with them. If a buyer has an existing vendor associated with them, **Enablement overview** page appears on your screen.

5. The **Prepare vendor data** screen has three widgets:
   - **Import vendor data**: Use this button to import vendor data.
   - **Upload vendor data**: Use this button to upload vendors via a CSV file. This option also enables you to track the status for successful upload.
   - **Add vendor**: Use this button to manually add a vendor. Once you click the **Add vendor** popup, add the mandatory details in the fields to add the vendor in the system.
6. Click on these widgets to upload or add vendor data.

Configure Settings

Follow these steps to make edits to **Range of suppliers** and **Wave configurations** and prepare or load vendor data in your system. You can use the segmentation criteria to automatically bucket vendors into waves for quick invite and ongoing monitoring.

Procedure

1. Log in to SAP Business Network.

2. Click **Supplier Enablement** > **Manage vendors** >.
3. On the **Enablement Overview** screen, click **Settings**.

   The **Settings** page appears on your screen.
4. On the **Settings** page, you can view the **Total Suppliers**, **Total PO amount**, **Total PO count**, **Number of waves**, **Range of suppliers** and **Wave configurations**.
5. Click **Edit** to change the default values in **Range of suppliers** and **Wave configurations** fields.
6. Once you make the edits, click **Create** to confirm the changes.

   Once you click **Create**, segmentation based on the criteria set begins which takes a few minutes and clusters the vendors into waves.

Range of suppliers

The **Range of suppliers** button enables buyers to edit the default values in choosing the suppliers.

You can edit the following values in the **Range of suppliers** tab:

- **Document Type**: You can use this dropdown to select **Document Type** as **Invoice** or **PO**.
- **Minimum documents per supplier**: Lists the minimum document supplier can add in the system.
- **Minimum amount per document per supplier**: Lists the minimum purchase value of a document per supplier.

Wave configurations

You can edit the following options in the **Wave configurations** tab:

- **Total suppliers per wave**: Lists the total number of suppliers in a wave.
- **Maximum integrated suppliers per wave**: Lists the maximum suppliers integrated in a wave.
- **Maximum suppliers with catalogs per wave**: Lists the maximum suppliers with catalogs in a wave.
- **Country**: You can use this dropdown to view and select a country of your choice.

Send invitation

Follow these steps to invite vendors to a wave.

Procedure

1. Log in to SAP Business Network.
2. Click **Supplier Enablement** > **Manage vendors** >.
3. On the **Enablement Overview** screen, click **Send invitation**.

4. The list of vendors appears in the **Send invitation** page. You can click **Invite by wave** or **Invite by selection** to invite any vendors to send trading relationship request to suppliers.
5. Go to the **Settings** page to view the invited vendors in the wave. Once you click the three dots under the **Action** column, these three buttons appear on your screen:

    - **View/Edit details**
    - **Invite vendor**
      Once you invite a vendor, you can also assign activities to them. To assign activities to a vendor, click **Assign activities** in the pop-up after inviting vendors and choose the activities in the **Manage activities** page and click **Save**.
    - **Assign to wave**

> ### Note
>
> If buyers provide an ANID, the vendor becomes eligible for a direct relationship. If the vendor has a match on SAP Business Network, the ANID of the matched vendor gets populated under the **ANID** column. Once the buyer clicks the three dots under the **Action** column and approves the ANID, a direct invitation is sent to the contact email mapped to that particular ANID and the vendor contact details provided by the buyer during upload/add vendor.
>
> Buyers can also ignore the ANID provided by the system for sending a new invite and create a trading relationship. In such a scenario, the email is sent to the contact details provided while uploading/adding the vendor.
>
> Buyers can check the invitation status under the **Enablement status** column.

Monitor progress

Follow these steps to track the enablement status of invited vendors.

Procedure

1. Log in to SAP Business Network.
2. Click **Supplier Enablement** > **Manage Vendors**.
3. On the **Enablement Overview** screen, click **Monitor progress**.
4. You can monitor the progress of waves in this page. The **Monitor progress** page has these widgets to track enablement status of invited vendors:
    - **All status**: Lists all statutes of vendors.
    - **Attention required**: This **Status** appears when a vendor has not completed the assigned tasks in due time or the added information is not correct. You can view details of **Activity Details** and **Attention Required** by clicking the three dots under **Action** column.
    - **Invited**: This **Status** shows all suppliers who are invited for registration but have not registered or suppliers who have registered but have not completed the assigned tasks.
    - **In progress**: This **Status** shows all vendors that are uploaded and whose invite request is **In progress**.

- **Ready for transaction**: This **Status** shows all vendors that have completed the registration tasks, and have atleast one purchase order or invoice depending on the assigned activities.
- **Closed**: This **Status** shows list of vendors for whom the enablement status is closed and the relationship invites are not valid. Buyers can delete the vendors in **Closed** state from SAP Business Network.

Manage suppliers

Follow these steps to view details of suppliers who are enabled for transactions.

Procedure

1. Log in to SAP Business Network.
2. Click **Supplier Enablement** > **Manage vendors**.
3. On the **Enablement Overview** screen, click **Manage suppliers**.
4. The **Manage suppliers** page appears on your screen.

   Once the suppliers are enabled for transaction, buyers can visit the **Manage suppliers** page to view details of these suppliers.

Postal Code Support for Mauritius

Business Details

In the **Company Profile** of suppliers, the **Postal Code** field is now available when **Mauritius** is selected in the **Country/Region** field. Users can enter a five-digit postal code in this field.

Previously, when Mauritius was selected as the country, the **Postal Code** field was not available for suppliers editing their company information. With this update, the field is now enabled.

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SA-54381
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Enhancement to Supplier Groups User Interface

Business Details

This feature introduces a new cloud platform for SAP Business Network, a new and simplified user interface to manage supplier groups on SAP Business Network. Previously, buyers had to switch between multiple screens to manage supplier groups. The updated interface now consolidates these actions into a single workflow, enabling users to create a supplier group and assign suppliers within the same screen.

> **Note**
>
> You can only view active suppliers in NextGen supplier groups. Expired suppliers from the previous user interface were not migrated and will not appear in NextGen supplier groups.

On the enhanced **Supplier Group** page, you can perform these tasks:

- Click the **Active groups** tab to view the list of active suppliers.

- Click the **Inactive groups** tab to view the list of deactivated suppliers.
- Create a supplier group.
- Edit Supplier Group
  - Edit the **Name** and **Description** fields
  - Add one or more suppliers to a supplier group
  - Remove one or more suppliers from a supplier group
- Deactivate a supplier group
- Reactivate a supplier group

Changes to the User Interface

- A new **Supplier Group** page is added under the **Supplier Enablement** option.
- This feature removes **Assign Supplier Group** and **Remove from Supplier Group** options from the **Active Relationships** page. You can assign and remove members from a supplier group only via the NextGen **Supplier Group** page. For more information, see Adding Members to an Active Supplier Group [page 814] and Removing Members in an Active Supplier Group [page 814].
- A new **Transactional Settings** button has been added to the top of the **Supplier Group** main page, allowing users to navigate to the legacy **Supplier Group** page in a separate tab. For more information, see Transactional Settings [page 815].

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2511
Valid as Of	2025-11-14

Reference Number	NP-49710
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Creating a Supplier Group

You can group related suppliers in specific supplier groups to associate them with a customization project, define invoice rules, assign discount offers, or assign custom PDF layouts.

Prerequisites

You are assigned a role with supplier enablement permissions. See SAP Business Network Permissions.

Context

You can use the supplier group for the following purposes:

- **Customization projects**—With the help of an SAP representative, you can customize the SAP Business Network supplier user interface by creating a customization project. You can then assign the customization project to specific supplier groups. A customization project can be used to do several things, such as customize supplier profile requirements, add invoice or ship notice fields, control the behavior of order confirmation fields, or enable CSV invoices.
- **Transaction rules**—You can use supplier groups to organize your suppliers according to different order confirmation and ship notice rules, service sheet rules, and invoicing rules, including country-based rules. If you subscribe to an SAP Ariba invoice conversion services (ICS) solution, you can create supplier groups for the suppliers who send paper invoices to the ICS provider. Typically, buying organizations want the invoice rules for ICS invoices to be less stringent than the rules for non-ICS invoices, to prevent some of the automatic validation that occurs with the default rules. For more information about invoice conversion, see the SAP Business Network Guide to Invoice Conversion.
- **Discount management**—If your organization uses SAP Ariba Invoice Management or SAP Ariba Buying and Invoicing with an SAP Ariba payment module, and discount management is enabled for these solutions, you can define multiple discount offers and then assign them to supplier groups.

- **Custom PDF layouts**—With the help of an SAP representative, you can define custom PDF layouts for purchase orders and ship notices and then assign them to supplier groups.

Procedure

1. Log in to SAP Business Network.
2. On the homepage of SAP Business Network, go to the **Supplier Enablement** and click **Supplier Groups**.
3. On the **Supplier Group** screen, you will see **Active group** and **Inactive group** tabs. Go to the top right of these tabs and click **Create**.

   The **Supplier group information** screen appears.
4. On the **Supplier group information** page, add the details in these fields:
   - **Name**: Enter your preferred name of the supplier group. This is a mandatory field and you must enter the details in this field to proceed.
   - **Description**: Add a description of the supplier group.
   - **Add Members**: You can add members on the same screen while creating a supplier group. For more information on adding members to a supplier group, click Adding Members to an Active Supplier Group [page 814].
5. Click **Save**.

   You can view the created group in the **Active group** tab.

Editing a Supplier Group

Follow these steps to edit members in an active supplier group. You can perform this action to add or remove members in a supplier group.

Prerequisites

You are assigned a role with supplier enablement permissions. See SAP Business Network Permissions.

Procedure

1. Log in to SAP Business Network.
2. On the homepage of SAP Business Network, go to the **Supplier Enablement** and click **Supplier Groups**.

   SAP Business Network lists your supplier groups.
3. From the **Supplier group list**, click on the name of the group you want to modify.
4. Click **Edit** and make your desired changes on the page.

Once you click **Edit**, you can find the **Transactional Settings**button under **Configure Transactions** tab.

5. Click **Save**.

Adding Members to an Active Supplier Group

Follow these steps to add members to an active supplier group.

Prerequisites

You are assigned a role with supplier enablement permissions. See SAP Business Network Permissions.

Procedure

1. Log in to SAP Business Network.
2. On the homepage of SAP Business Network, go to the **Supplier Enablement** and click **Supplier Groups**.
3. On the **Supplier Groups** page, click Active and select the supplier group to which you want to add members.
4. Click **Add members**.

   You can also directly navigate to the **Add Member** screen after creating a supplier group.
5. Add suppliers from the **Add member** list.

   You can also search for a supplier by adding the required details in the**Supplier search** tab under the **Active groups** section.
6. Click **OK**.

Removing Members in an Active Supplier Group

You can remove a supplier from a supplier group at any time. And once you click on Remove members then member will be removed.

Prerequisites

You are assigned a role with supplier enablement permissions. See SAP Business Network Permissions.

Procedure

1. Log in to SAP Business Network.
2. On the homepage of SAP Business Network, go to the **Supplier Enablement** and click **Supplier Groups**.
3. On the **Supplier Groups** page, click **Active groups** and select the supplier group from which you want to remove members.
4. Select the suppliers you want to remove from the group. Once you select a member to be deleted from the group, **Remove members** button will be enabled. Click **Remove members**.
5. Click **Save**.

Transactional Settings

You can use the **Transactional Settings** button to configure transactions, customize layouts, and navigate from the new interface to the legacy **Supplier Group** page.

1. Log in to SAP Business Network.
2. Choose **Supplier Enablement** > **Supplier Groups**.
3. Click **Transactional Settings** to navigate to the legacy **Supplier Groups** page.

> **Note**
>
> You can also click a supplier group on the **Supplier Group** page and click **Transactional Settings** under the **Configure transactions** tab to navigate to the **Supplier Groups** page.

The new interface does not have all the functionalities of the legacy **Supplier Groups** page. Buyers must click **Transactional Settings** to use these functionalities:

- **Supplier Group Transaction Rules**
- **Use this group for Invoice Web Form**
- **Custom PDF Layouts**
  - **Ship Notice Layouts**
  - **Purchase Order Layouts**
  - **Quality Inspection Result Layouts**

Activate an Inactive Supplier Group

If you deactivated a supplier group temporarily, you can reactivate it and assign suppliers to it again.

Prerequisites

You are assigned a role with supplier enablement permissions. See SAP Business Network Permissions.

Procedure

1. Log in to SAP Business Network.
2. On the homepage of SAP Business Network, go to the **Supplier Enablement** and click **Supplier Groups**.
3. On the **Supplier Group** screen, click **Inactive groups** tab.
4. Click **Activate** for the supplier group you want to activate.

   An **Activate** dialog screen appears.
5. Click **Activate**.

Deactivate an Active Supplier Group

If a supplier group is not used anymore, you can deactivate it. Once you deactivate a supplier group, all of its group members also get deleted.

Prerequisites

You are assigned a role with supplier enablement permissions. See SAP Business Network Permissions.

Procedure

1. Log in to SAP Business Network.
2. On the homepage of SAP Business Network, go to the **Supplier Enablement** and click **Supplier Groups**.
3. On the **Supplier Group** screen, click **Active groups** tab.
4. Click **Deactivate** for the supplier group you want to deactivate.

   A **Deactivate** dialog screen appears.
5. Click **Deactivate**.

Temporary Account Support for Suppliers

Business Details

This feature enables **Temporary Standard Account** support for suppliers. **Supplier account administrators** who prefer to manage new registrations on behalf of their company can claim ownership of their email domain and configure the registration options—including the option to allow creation of temporary accounts.

A **Temporary Standard Account** allows suppliers to register on SAP Business Network with limited functionality. While suppliers can use the temporary account for transactions and sourcing collaborations, it is not searchable by other Trading Partners.

Temporary accounts are linked as **child accounts** under the **parent account** that has claimed ownership of the supplier's email domain. The administrator of the parent account can collaborate with the temporary account owner to convert it into a fully active **Standard Account**. The parent account also has access to the temporary account, similar to how it manages other child accounts within SAP Business Network

> **Note**
>
> If suppliers identify multiple duplicate accounts and the domain is not claimed by anyone, they can voluntarily opt for registering a temporary SAP Business Network account.

Limitations

- Only users with account administrator right are allowed in a temporary SAP Business Network account. You can add additional users temporarily only for transferring administrator rights.
- Temporary account is not available for buyer search or Discovery.
- There is no catalog support available for temporary SAP Business Network account users.
- Temporary SAP Business Network account users can upgrade to a Standard Account only with domain owner approval.

Changes to the User Interface

- For non-child accounts, a new link titled **Manage Account Email Domain** is added under **Settings** section for claiming email domains and controlling registration settings.
- A new registration option **Create Temporary Account** is added to the **Registration Option Selection** page. This option is available based on the registration type and the domain settings configured by the administrator.
- A new page titled **Manage Account Requests** is introduced to approve the conversion of a temporary SAP Business Network account to a Standard Account.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App

Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NP-54069
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Manage SAP Business Network Account Registration Options

You can claim your email domains and control the available options for these registration types: Walk-up registration, Procurement registration, and Sourcing-based registrations.

Procedure

1. On the homepage of SAP Business Network, click **Settings**.
2. Go to **Account Settings** and select **Manage Account Email Domains**.

   This page enables you to claim an available domain and configure the governance of new account registrations.
3. Click **Edit** and select the check-box of available domains to claim it. You can also release a domain by deselecting the **Claim Domain** check-box.

   Once you claim a domain, configure the administrator settings as per the registration type.
4. Click **Save**.

   For more information, see Configure Administrator Settings [page 819].

Configure Administrator Settings

You can configure the account administrator settings to manage the usage of your email domains. The email domain appears on **Manage Account Email Domains** page if you have atleast one verified user present in this account.

Table 23: Options available for each registration type

Registration Type	Options	Description
Walk-up Registration	Block or Permit	**Block**: Fully restricts new registrations of that type. **Permit**: Allows the creation of a standard or enterprise account.
Procurement-based Registrations	Block, Permit, and Permit Temporary	**Permit Temporary**: Enforces a Temporary Standard Account when an invitation is sent.
Sourcing and SLP Registrations	Permit and Permit Temporary **Note** Blocking is not available due to the time-sensitive nature of these registrations.	**Note** SAP Ariba Sourcing and SAP Ariba Supplier Management-based registrations do not support temporary standard accounts.

Registration using Trading Relationship Request

You can create a temporary SAP Business Network account with the Trading Relationship Request (TRR) or a Quick Enablement (QE) email from your buyer.

Procedure

1. Go to TRR or QE email that you received from your buyer and click **Get started**.
2. Click **Confirm email** to verify your email address.
3. Once you verify your email address, you get these options on homepage of SAP Business Network.
    - **Review Accounts**: Use this option to review the existing duplicate accounts. Click **Use this account** option in the **Action** column to log in using any duplicate accounts. If you do not have any duplicate account, click **Contact administrator** and check for further details.
    - **Create Temporary Account**: Use this option to create a temporary SAP Business Network account. Add the required details in the **Administrator account information** section under the **Registration** page and click **Create Temporary account** Once your temporary account is created, you receive an email confirmation with details to log in to your temporary account.
    - **Use Existing Account**: Use this option to log in using an existing SAP Business Network account.

Upgrade Temporary Account to Standard Account

To remove the limitations of a temporary account, upgrade it to a standard account.

Procedure

1. Go to your account icon and click **Activate Standard Account**.
2. Click **Request Approval** in the **Approval Needed to Activate Standard Account** screen.

   This sends the approval request to the domain owner and also sends an approval request notification.

   You can wait for the approval or contact the domain owner from the account hierarchy page.

Approval Request to Convert Temporary to Standard Account

Administrator of the SAP Business Network account that owns the domain must approve the conversion of a Temporary account to standard account.

Procedure

1. Go to **Settings** > **Account Settings** > **Manage Account Requests** .
2. You can view the list of temporary accounts requesting to upgrade to standard account in the **Pending** tab.
3. Click **Review and Approve.**
4. You see these options:

   - **Approve**: To approve the upgrade request to a standard account.
   - **Reject**: To reject the upgrade request to a standard account.
   - **Cancel**: To go back to the previous page.

   Once your account upgrade request gets approved, you get an email notification regarding the account upgrade status. Post that you can use this account as a regular Standard Account and all the features of standard account now apply.

Inclusion of Quality Inspection Request

Business Details

This feature enables buyers to send quality inspection requests of goods sent by them. Buyers can send the inspection request both automatically and manually.

Implementation Details

cXML changes

Enable inclusion of third party inspection providers in `QualityInspectionRequest` cXML.

For more information, see https://support.ariba.com/Knowledge_Pro/KPro_CR?CR=SBNI-1928.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SBNI-1928
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

SAP Business Network for Supply Chain

Support of Serial number info in ASN Excel Upload template

Business Details

This feature enhances the mass entry functionality for serial numbers and asset tags per line item in the Ship Notice Upload/Download Excel template to improve the experience for suppliers in the portal.

Changes to the User Interface

The supplier can upload a second pre-populated file for the serial number info once the current Ship Notice mass upload template is already uploaded and validated. This second template is generated only with the purchase order items that are marked as serial number required in the purchase order cXML.

> **Note**
>
> Generating a second template is optional and suppliers can still include the serial number and asset tag information in the first file.

The following user interface changes are introduced in the **Upload File** popup window:

- A **Manage Serial Numbers** dropdown is introduced from where the supplier can select the following options:
  - **Download Template**
  - **Upload Template**
- A **Serial Numbers Template** is introduced.
  Suppliers can enter multiple **Serial numbers** and **Asset Tag** numbers in the **Ship Notice Excel Upload/ Download** template in a more user-friendly way.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-29963
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Support for Buyers and Suppliers to Search for Confirmed Delivery Dates in the Items to Ship Tile

Business Details

This feature provides SAP Business Network for Supply Chain suppliers and buyers visibility about the confirmed quantity and delivery date of the order line items in the **Items to Ship** workbench tile.

Changes to the User Interface

Previously, when suppliers accessed the **Items to Ship** tile from the SAP Business Network and attempted to generate a ship notice, they only had visibility of the requested quantities and delivery date by the customer in the purchase order. However, the confirmed quantities and delivery dates provided by suppliers in the order confirmation were not available. This created difficulty in suppliers to search for the line items they needed to ship.

Example

1. A buyer provides a purchase order item with 100 quantity and requested delivery date is August 20, 2024.
2. A supplier provides an order confirmation item with 90 quantity and estimated delivery date is August 28, 2024.

3. When the supplier creates the advance ship notice through the **Items to Ship** Workbench tile, they can only filter by **Need By** date which is August 20, 2024 and thus do not have visibility of the confirmed quantities.

Now, the following user interface changes are available for buyers and suppliers:

- **Confirmed Delivery Date** and **Confirmed Quantity** columns are added to the **Items to Ship** table.
- Buyers and suppliers can search in the **Items to Ship** workbench tile based on the confirmed delivery date for line items and/or schedule lines.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-32456
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer Supplier

Blocking Line Items and Changes to Closing Line Items in Purchase Orders

Business Details

This feature adds blocking of line items and improves closing of line items in purchase orders in SAP Business Network for Supply Chain.

For both blocked and closed line items, suppliers are prevented from creating any subsequent documents (order confirmation and ship notice).

This feature adds the following to the `ItemOut` element in an `OrderRequest` document:

- `operation="block"` attribute – When this attribute is included in an `ItemOut` element, the line item is blocked in the purchase order.
- `Indicator` element – This element is used to define indicators. It has the following two attributes:
  1. **Type** – The indicator name.
  2. **Level** – The indicator level. Can be set to **warning** or **error**.

  For example, buyers configure hard (**error**) or soft (**warning**) validation in their ERP using the `isDeliveryCompleted` indicator. In the following code sample, the `isDeliveryCompleted` indicator is set to hard validation:

```
<ItemOut>
 <ItemID>
  <SupplierPartID/>
  <BuyerPartID>HWWB348A40</BuyerPartID>
 </ItemID>
 <ItemDetail></ItemDetail>
 <Tax></Tax>
 <Contact role="BuyerPlannerCode"></Contact>
 <TermsOfDelivery></TermsOfDelivery>
 <Comments type="Material Purchase Order text" xml:lang="EN">O-RING 348 AS 568
FEPM-90</Comments>
 <Indicator type="isDeliveryCompleted" level="error"></Indicator>
</ItemOut>
```

> **Note**
>
> This feature is supported for SAP ERP integration.

For more information, see Support Close Purchase Order lines [page 849] and Support Block Purchase Order line Items [page 847].

Changes to the User Interface

This feature adds functionality for blocked line items and improves functionality for closed line items in purchase orders in SAP Business Network.

Blocked Line Items

For blocked line items, this feature improves visibility for hosted and integrated suppliers to which line items are blocked. Prior to this feature, blocked lines items were treated as deleted line items, and they were not included in the purchase order cXML file sent to suppliers. This confused suppliers because they did not know what happened to the missing line items. They only knew that they could not create any subsequent documents against those line items.

With this feature, blocked line items display on the **Purchase Order** > **Order Details** page with **Blocked** in the **Change** column. Prior to this feature, the line item was treated as cancelled, a new line item was created, and the **Change** column displayed **Edited**.

When buyers configure the **Send notification to suppliers when purchase orders are changed** rule in the **Electronic Order Routing** section, SAP Business Network sends email notifications to the configured suppliers when line items are blocked. When all line items in a purchase order are blocked, SAP Business Network receives a change order and sends an email notification to the supplier.

When the buyer unblocks a line item, the previous document history is retained. Prior to this feature, when the line item was unblocked, the history of the line item was lost.

When the buyer unblocks a line item, the line item will not have the `operation="block"` attribute in the next change order.

Order Confirmations behavior for Blocked Line Items

- For Order Confirmation created directly from the Purchase Order (PO) page, blocked Purchase Order lines are not flipped into the Order Confirmation.
- For **Items to Confirm** workbench tile, blocked Purchase Order lines are not available for confirmation.
- For Order Confirmation created through CSV/Excel upload, blocked Purchase Order lines do not appear in the template.
- For integrated Order Confirmations, if B2B suppliers include blocked items in the Order Confirmation document then SAP Business Network rejects the transaction.

Ship Notices behavior for Blocked Line Items

- For Ship Notices created directly from the Purchase Order (PO) page, blocked Purchase Order lines are not flipped into the Ship Notice.
- For **Items to Ship** workbench tile, blocked Purchase Order lines are not available for shipment.
- For Ship Notices created through CSV/Excel upload, blocked Purchase Order lines do not appear in the template.
- For integrated Ship Notices, if B2B suppliers include blocked items in the Ship Notice document then SAP Business Network rejects the transaction.

Closed Line Items

In order to close line items, a purchase order must be at least partially received.

Some reasons buyers may want to close line items are:

- It is the end of the month or quarter, and there is an accounts payable freeze.
- They want to close all line items that have not been invoiced.
- They want to close line items for services after the services are delivered.

Buyers configure hard (**error**) or soft (**warning**) validation in their ERP using the `isDeliveryCompleted` indicator. See the **cXML Changes** section above for sample code. When the buyer configures hard validation, the supplier

cannot continue creating documents against the closed line item. When the buyer configures soft validation, the supplier can continue creating documents against the closed line item.

When the buyer sends a change order to close a line item, and the **isDeliveryCompleted** indicator is set to **error** (hard validation in the ERP), the open purchase order quantity becomes zero, even if the full quantity has not been delivered. SAP Business Network will fail any documents against line items that are already closed. Prior to this feature, SAP Business Network did not prevent suppliers from submitting documents against closed line items.

Order Confirmations behavior for Closed Line Items

- Purchase Order lines closed with hard validation are not flipped into the Order Confirmation.
- If only few line items are marked in this way in the Purchase Order, the remaining lines can be flipped and be part of the OC creation.
- For **Items to Confirm** workbench tile, the closed Purchase Order lines are not available for confirmation.
- For Order Confirmation created through CSV/Excel Upload, Purchase Order lines closed with hard validation do not appear in the template after executing the corresPurchase Orderndng job.
- For integrated Order Confirmations, suppliers include items closed with hard validation in the Order Confirmation document, then SAP Business Network rejects the transaction including the proper reason.

Ship Notices behavior for Closed Line Items

- Purchase Order lines closed with hard validation are not flipped into the Ship Notice.
- If only few line items are marked in this way in the Purchase Order, the remaining lines can be flipped and be part of the ASN creation.
- For **Items to Ship** workbench tile, the closed Purchase Order lines are not available for shipment.
- For Ship Notices created through CSV/Excel Upload, Purchase Order lines closed with hard validation do not appear in the template after executing the corresPurchase Orderndng job.
- For integrated Ship Notices, suppliers include items closed with hard validation in the Ship Notice document, then SAP Business Network rejects the transaction including the proper reason.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-41391
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related feature: *CSC-45783*

Related Information

Support Block Purchase Order line Items [page 847]
Support Close Purchase Order lines [page 849]

Download PDF support for Ship Notices in Workbench tile

Business Details

This feature enables buyers and suppliers to download the Ship Notice custom PDF directly from the new **Ship Notice Workbench** tile. Also, buyers can now download the PDF from the **Ship Notice Detail** page.

Changes to the User Interface

Buyers and suppliers can download the Ship Notice PDF label directly from the new **Ship Notice Workbench** tile by selecting **Download PDF**. The PDF label available in the Ship Notice Workbench tile is the latest template selected in the buyer account at document level. Templates at the document level also contain information about all the line items present in the Ship Notice.

A **Download PDF** option is now also available to buyers inside the **Ship Notice Detail** page. If more than one custom PDF template is assigned to the supplier, the complete list will be visible to the buyer.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-45606
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Enhancements to the Open Orders Reports for SAP Business Network for Supply Chain

Business Details

SAP Business Network for Supply Chain buyers and suppliers can now view the schedule line-level and item level information for open orders reports.

This feature is introducing the capability to add or remove a group of columns from the Orders report: **OC additional information**, **BPO information**, **Organization level information**, **Material grouping information**, **Ship To, Ship From and Supplier address**, and the option to choose **Include Line Item Information** or **Include Schedule Line Information** in the **Criteria** tab of the open order report. Buyers and suppliers can hide a predefined set of columns. Buyers and suppliers can go to **Reports** > **Reports** > **Criteria** to view the new columns. Buyers and suppliers can choose to display the columns and filters in the line item (current sheet) or schedule line (new sheet).

> **Note**
>
> - New schedule line sheets are considered if order confirmations were completed at the schedule line.
> - **Schedule line sheet**, **Additional information criteria**, and the **Block** columns are available to SAP Business Network for Supply Chain only.
> - All dates are displayed in a separate column for time and timezone.
> - Protection is removed from the sheet and file.

Changes to the User Interface

Column "Is CSC" is renamed to "Is SCC".

The following columns are available at the line item level (current sheet):

Column Name	Sheet	Additional Information
Delivery Completed	Open Order to be Line item (current sheet)	Help customers that are not using the indicator (`Indicator type="isDeliveryCompleted" level="error"`) yet to filter directly from the report. For more information, see Blocking Line Items and Changes to Closing Line Items in Purchase Orders [page 825] .
Block	Line item (current sheet)	**Note** Exclusive to SAP Business Network for Supply Chain.
Vendor ID	Line item (current sheet) and schedule line (new sheet)	From Order report > Order Line Items.
Packing Slip ID	Line item (current sheet) and schedule line (new sheet)	If there are multiple advanced ship notices, they are displayed in the same cell.

Column Name	Sheet	Additional Information
Transport Terms	Line item (current sheet) and schedule line (new sheet)	From Order report > Order Line Items.
Contract Number	Line item (current sheet) and schedule line (new sheet)	Extrinsic - `contractNo`. **Note** You must create a customer request to enable this extrinsic element. After enabling, the **Contract Number** column appears on the report.
Contract Item Line Item	Line item (current sheet) and schedule line (new sheet)	Extrinsic - `relatedContractLineItemNo`. **Note** You must create a customer request to enable this extrinsic element. After enabling, the **Contract Item Line Item** column appears on the report.

The following columns are available at the schedule line level (new sheet):

Column Name	Sheet	Additional Information
Schedule Line Number	Schedule line (new sheet)	From Order report > Schedule Lines.
Schedule Line Quantity	Schedule line (new sheet)	From Order report > Schedule Lines.
Vendor ID	Line item (current sheet) and schedule line (new sheet)	From Order report > Order Line Items.
Packing Slip ID	Line item (current sheet) and schedule line (new sheet)	If there are multiple advanced ship notices, they are displayed in the same cell.
Planner Description	Line item (current sheet) and schedule line (new sheet)	
Schedule Line Delivery Date	Schedule line (new sheet)	From Order report > Schedule Lines.
Schedule Line Commitment Code	Schedule line (new sheet)	
OC Estimated Shipping Date	Schedule line (new sheet)	
OC Estimated Delivery Date	Schedule line (new sheet)	
Confirmation Quantity	Schedule line (new sheet)	**Note** The displayed information is based on the purchase orders that were confirmed at the schedule line level.
Schedule Line Confirmation Status	Schedule line (new sheet)	Displays the order confirmation as Unconfirmed, Confirmed, or Rejected.
Schedule Line Confirmation Creation Date	Schedule line (new sheet)	

Column Name	Sheet	Additional Information
Schedule Line Shipped Quantity	Schedule line (new sheet)	Calculated as `Scheduled Line Quantity - Due Shipped Quantity`.
Schedule Line Due Shipped Quantity	Schedule line (new sheet)	
ASN Estimated delivery date	Schedule line (new sheet)	Shipped delivery date.
Transport Terms	Line item (current sheet) and schedule line (new sheet)	From Order report > Order Line Items.
Contract Number	Line item (current sheet) and schedule line (new sheet)	Extrinsic - `contractNo`.
Contract Item Line Item	Line item (current sheet) and schedule line (new sheet)	Extrinsic - `relatedContractLineItemNo`.

This grouping for the line item sheet and it is available to SAP Business Network for Supply Chain only. The following filters have been added to the **Criteria** tab of the **Open Orders** Report:

Field	Description
OC additional information	Columns that can be included or removed from the report are: • OC creation date • Est. Shipping Date and Timezone • Est. Delivery Date and Timezone • Est. Shipping Cost • Est. Shipping Cost Currency • Est. Tax Cost • Est. Tax Cost Currency • OC Unit Price • OC Unit Price Currency • OC Quantity • OC Approval Status • OC Rejected Code • OC Rejected Description • OC Comments • Last Confirmation Date and Timezone • Est. Delivery Last Date and Timezone • Confirmed Delivery Last Date and Timezone
BPO information	Columns that can be included or removed from the report are: • Blanket PO • Blanket PO Type • Blanket PO Available Amount • Blanket PO Status

Field	Description
Ship To, Ship From and Supplier address	Columns that can be included or removed from the report are: • Ship To Name • Ship To Street • Ship To City • Ship To State • Ship To Postal Code • Ship To Country • Ship From Name • Ship From Street • Ship From City • Ship From State • Ship From Postal Code • Ship From Country • Supplier Email Address • Supplier Street • Supplier City • Supplier State • Supplier Country • Vendor ID
Organization level information	Columns that can be included or removed from the report are: • Planner Code • Planner Description • Company Code • Purchasing Group • Purchasing Organization
Material grouping information	Columns that can be included or removed from the report are: • Line of Business • Product Family • Product Sub Family • Program Code • Part Category • Part Type • Transport Terms • Delivery Completed • Block
Include Line Item Information	Calculations and majority of the information are displayed at the line item level.
Include Schedule Line Information	Display simple and general information about schedule lines.

Implementation Details

General Prerequisites

To use this report, you must belong to a role that provides the **Purchase Order Report Administration** permission.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-48032
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Open Orders Report

Support to Define an Estimated Delivery Date at the Header Level for Suppliers with Order Confirmation Approval

Business Details

SAP Business Network for Supply Chain suppliers with order confirmation approvals can now define an Estimated Delivery Date for all lines in their order confirmations, saving time and reducing errors when confirming purchase orders.

Suppliers with order confirmation approvals can now experience the following:

- Enter an estimated delivery date for all lines in the confirmation order which is available at the header level.
- If the Estimated Delivery Date is different from the requested Delivery Date of the original purchase order, it is automatically applied to all lines.
- If there is a tolerance, it must be applied before submitting the order confirmation approval.

Changes to the User Interface

Previously, suppliers were required to specify the delivery date for each line item even if the delivery date was the same on all lines. This created inefficiencies and potential errors when processing orders.

Now, suppliers can define a delivery date for all line items, which reduces time and minimizes errors when processing orders.

Implementation Details

General Prerequisites

You must be a part of the OCA (Order Confirmation Approval) Supplier Group.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information

Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-48043
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Enhancement to Retain Order Confirmations for Scheduled Agreement Releases and Purchase Orders with Schedule Lines

Business Details

Buyers can now retain their order confirmations when they match the supplier's confirmation even if the item has changed. Therefore, the supplier does not need to reconfirm fulfilled items with conditions set at the schedule line level.

When buyers and suppliers have configured the order confirmation to be retained, the following schedule line-item level fields are evaluated to determine if the new version of the order matches the order confirmation:

Section	Field
Line Items	Requested Quantity
	Requested Delivery Date
	Unit Price
Schedule Lines	Quantity
	Requested Delivery Date

Changes to the User Interface

The following rule is improved to help retain the logic for order confirmations:

- **Retain confirmation status for changed line items on change orders that match supplier confirmation**
  If the rule is enabled and the order confirmation deviation approval is disabled, the confirmation status of unchanged line items on the previous order is retained on change orders.

When this rule is applied, the following requirements are met:

- Validate if the change order items have changed and match the confirmation status at the schedule line level.
- The order confirmation is retained if the change order items have changes that match any confirmation status items from the last order confirmation.
- New and old versions of the order confirmations are retained.
- Items with **Confirmed** and **Backordered** status are retained.
- Items with **Rejected** status are not included in the evaluation.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-49945
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Support for Approval of Order Confirmation Deviations for a Single Purchase Order

Business Details

Buyers now can approve all line items from a single purchase order in the **Order confirmation approval alerts** page of the **Supply Chain Monitor** tab.

This feature allows buyers to select all items from a purchase order in the following ways:

- Grouping by purchase order.
- Select more than 15 rows in the **Supply Chain Monitor** page.
- Pagination support for up to 50 items per page.

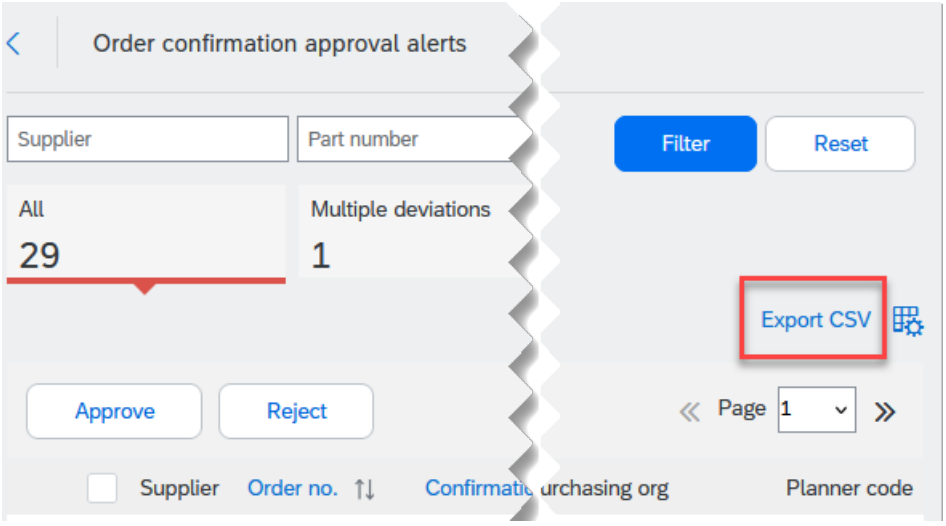
> **Note**
>
> For users with purchase orders with more than 50 line items, the user interface will display up to 50 line items per page. After reviewing all deviations on different pages, users can approve/reject all line items related to the order at the purchase order level.

Changes to the User Interface

Previously, the **Order confirmation approvals** page in the **Supply Chain Monitor** displayed a maximum of 15 order confirmation deviation approval requests per page. This action resulted in buyers and planners unable to simultaneously approve order confirmation deviations for a single purchase order and update multiple versions of the purchase order in SAP Business Network.

Now, buyers can approve more than 15 order confirmation deviations for single purchase orders. This enhancement reduces the number of purchase order versions updated in SAP Business Network.

An *Export CSV* button appears when choosing to view all deviations.



After clicking on *Export CSV*, a CSV file is saved to the local folder. The CSV file contains the following columns:

- Supplier name
- Order no.
- Confirmation no.
- Buyer part no.
- Supplier part no.
- Description
- Item no.
- Location
- Requested delivery date
- Requested quantity
- Confirmed quantity
- Unit price
- Deviation type
- Status
- Purchasing group
- Purchasing org.
- Planner code

> **Note**
>
> **Part no.** has been renamed to **Buyer part no.** in the menu list and CSV file. **Supplier part no.** is added to the menu list and CSV file.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	CSC-52943
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

Mandatory Domain Name Changes in SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

Business Details

With this feature, SAP Integration Suite, managed gateway for spend management and SAP Business Network extends the decommission dates for the old domain names for all existing URLs. SAP Integration Suite, managed gateway for spend management and SAP Business Network has introduced new domain names for all existing URLs to provide consistent product branding across all data centers.

Old domain names will be phased out over a specified period after the new domain names are live. Once a new domain name becomes available, if you visit a URL containing the current domain, your browser will automatically be redirected to the new domain until the current domain is decommissioned. These changes affect both test and production domains.

> **Note**
>
> For Suppliers-
>
> Value-Added Network (VAN) providers will not receive this notice. If you use a VAN provider, we request you to review this notice and ensure it is shared with your VAN provider.

> **Note**
>
> For any domains that have an existing certificate, the certificate will be updated to include the new domain prior to the new domain's availability. This ensures that you can keep using any of the certificates that are already configured for SAP Integration Suite, managed gateway for spend management and SAP Business Network to access the new domains. The IPs associated with these domains will not be changing. The regular certificate update process will communicate any necessary changes to certificates. For more details on the regular certificate update process, refer to SAP Ariba Public DigiCert Web Server Certificates

Following are the details of the domain name changes for various data centers.

Data Center	Current Domain Name	New Domain Name	New Domain Availability	Current Domain Decommission
China (Operated by CDC)	integration.sapariba.cn	integrationportal.managedgateway.sapcloud.cn	27 September 2024	31 January 2026
	prod.cig.cn40.apps.platform.sapcloud.cn	integration.managedgateway.sapcloud.cn	27 September 2024	31 January 2026

Data Center	Current Domain Name	New Domain Name	New Domain Availability	Current Domain Decommission
	test.cig.cn40.apps.platform.sapcloud.cn	test-integration.managedgateway.sapcloud.cn	27 September 2024	31 January 2026
United Arab Emirates (UAE)	integration-uae.ariba.com	integrationportal.uae.managedgateway.cloud.sap	27 September 2024	31 January 2026
	aribacloudintegration-uae.ariba.com acig-uae.ariba.com	integration.uae.managedgateway.cloud.sap	27 September 2024	31 January 2026
	aribacloudintegration-test-uae.ariba.com testacig-uae.ariba.com	test-integration.uae.managedgateway.cloud.sap	27 September 2024	31 January 2026
Kingdom of Saudi Arabia (KSA)	integration-ksa.ariba.com	integrationportal.ksa.managedgateway.cloud.sap	27 September 2024	31 January 2026
	aribacloudintegration-ksa.ariba.com acig-ksa.ariba.com	integration.ksa.managedgateway.cloud.sap	27 September 2024	31 January 2026
	aribacloudintegration-test-ksa.ariba.com testacig-ksa.ariba.com	test-integration.ksa.managedgateway.cloud.sap	27 September 2024	31 January 2026
European Union (EU)	integration.ariba.com	integrationportal.eu.managedgateway.cloud.sap	27 September 2024	31 January 2026
	acig.ariba.com	integration.eu.managedgateway.cloud.sap	27 September 2024	31 January 2026
	testacig.ariba.com	test-integration.eu.managedgateway.cloud.sap	27 September 2024	31 January 2026
North America (NA)	integration-us.ariba.com	integrationportal.us.managedgateway.cloud.sap	27 September 2024	31 January 2026
	acig-us.ariba.com	integration.us.managedgateway.cloud.sap	27 September 2024	31 January 2026
	testacig-us.ariba.com	test-integration.us.managedgateway.cloud.sap	27 September 2024	31 January 2026

> **Note**
>
> For all the necessary actions required for this update, refer to Steps to update new domain URLs of SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network application in SAP ERP or SAP S/4 HANA environments.

Implementation Details

Your organization will need to make the following changes before and after the new domain names are activated.

Actions to be done **before** activating the domain name changes.

- If your organization explicitly allows outgoing connections to any of the domains mentioned, you will need to update your **Allow List** to allow the new domain name before it becomes available.

Actions to be done **after** activating the domain name changes. Please note that these steps must be completed before the current domain decommissioning date.

- Update all documented and bookmarked URLs to use the new domain names.
- Update all programmatic (E.g. API, Integration) URL connections to use the new domain names.
- Once a new domain name becomes available, the current domain will still work until the current domain's decommissioning date. To avoid any potential surprise or concern related to this we recommend notifying your IT department within your organization about these domain changes while using the new domain once it becomes available.

Technical Details

Product	SAP Integration Suite, managed gateway for spend management and SAP Business Network
Line of Business	Application Development and Integration
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Integration Suite
Component	Not Applicable

Environment	Neo
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	GATE-580
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Support Ship Notice for STO with B2B - X12 943 4010 Out

Business Details

This feature supports the X12 943 4010 document type when a ship notice is generated for contract manufacturers in a Stock Transport Order (STO) scenario. X12 943 4010 is a standard electronic data interchange (EDI) document used by manufacturers and distributors for STO. For more information, see https://help.sap.com/docs/ANSIX12_4010?locale=en-US.

Changes to the User Interface

Previously, when an original equipment manufacturer performed the goods issue action, the system generated a ship notice in X12 856 document type.

This enhancement supports X12 943 4010 document type for STO ship notices and enables users to differentiate between a regular ship notice and STO ship notice. This feature enables the system to automatically generate and send an EDI 943 document to the contract manufacturers whenever a ship transfer notice is created for an STO scenario.

Implementation Details

Effects on Existing Data

Information for Buyers

- Buyer with their suppliers using cXML version lower than 1.2.053 must use buyer extension to avoid schema validation failure:
  `activityStepType = “stockTransfer”`
  To get the buyer extension created for your buyer ANID, contact SAP.
- Create a custom mapping with an extrinsic with below name and value to continue using X12 856 document type for STO ship notices:
  `name=”943-STO”`
  `value = notAllowed`
  `/cXML/Request/ShipNoticeRequest/ShipNoticeHeader/Extrinsic[@name=”943-STO”] = "notAllowed"`

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SBNI-881
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Supplier

Support Cancellation of Multi-order Advanced Ship Notice

Business Details

This feature supports cancellation and deletion of inbound deliveries when Advanced Ship Notices (ASN) are canceled in SAP Business Network.

Changes in Existing Functionality

Previously, when an ASN is canceled in SAP Business Network, the inbound deliveries in SAP ERP were not deleted or canceled. After an ASN order was canceled, it adds the `characters_1` at the end of the ID which is not available in SAP ERP.

This feature enhances `CL_ARBCIG_DISP_DELV_NOTIF_IMPL` to fetch the inbound deliveries with the old ASN ID `without_1` from the EKES table. The system now deletes multiple inbound deliveries when it's available.

Implementation Details

General Prerequisites

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

The feature applies to SAP Integration Suite, managed gateway for spend management and SAP Business Network, Release 2505 (Q2 2025, SP 23) and later.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New

Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	Localized for <country/region>
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SBNI-1247
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Support Block Purchase Order line Items

Business Details

This feature enables buyers to block line items in purchase orders by configuring the `ItemOut` indicator.

cXML Changes

This feature adds the following to the `ItemOut` element in an `OrderRequest` document:

- `operation="block"` attribute – When this attribute is included in an `ItemOut` element, the line item is blocked in the purchase order.

Limitations

Buyers add reasons for blocking a purchase item.

Implementation Details

General Prerequisites

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

The feature applies to SAP Integration Suite, managed gateway for spend management and SAP Business Network, Release 2505 (Q2 2025, SP 23) and later.

Configuration

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

To use the feature, you must configure the following steps in the add-on:

1. Run the transaction code SM30.
2. In the **Table/View** field, enter **`ARBCIG_MSG_ATTRS`** and click **Maintain**.
3. Click **New Entries** and maintain the following values in the **New Entries: Overview of Added Entries** page:

Field	Value
Supplier	Select the supplier.
CoC	Select the company code.
Msg.Type	**PO**
Vndr attr	**BLCK**
Vendor specific attribute values	Maintain one of the following values: • **X**: To enable the feature • A blank value to disable the feature.
`Implementing EXIT`	arbcig_po_item_lineblk_002

Technical Details

Product	SAP Integration Suite, managed gateway for spend management and SAP Business Network SAP Business Network
Line of Business	Application Development and Integration

Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SBNI-1393
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Blocking Line Items and Changes to Closing Line Items in Purchase Orders [page 825]

Support Close Purchase Order lines

Business Details

This feature enables buyers to close line items in purchase orders by configuring the `DeliveryCompleted` indicator.

cXML Changes

A new attribute **DeliveryCompleted** indicates that the message type is **Error** or **Warning**. The attribute is mapped out to the indicator element in the Order Request cXML and SAP Business Network marks the **Line Items** as **Closed**.

When buyers set the `DeliveryCompleted` indicator to `error`, the open purchase quantity item becomes zero even if the entire shipment is not completed. SAP Business Network fails any document created against the closed line item when the `DeliveryCompleted` indicator to `error`.

When buyers set the `DeliveryCompleted` indicator to `warning`, suppliers can continue creating documents against the closed line item.

Implementation Details

General Prerequisites

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

The feature applies to SAP Integration Suite, managed gateway for spend management and SAP Business Network, Release 2505 (Q2 2025, SP 23) and later.

Configuration

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

To use the feature, you must configure the following steps in the add-on:

1. Run the transaction code SM30.
2. In the **Table/View** field, enter **`ARBCIG_MSG_ATTRS`** and click **Maintain**.
3. Click **New Entries** and maintain the following values in the **New Entries: Overview of Added Entries** page:

Field	Value
Supplier	Select the supplier.
CoC	Select the company code.
Msg.Type	**PO**
Vndr attr	**CLMTYP**
Vendor specific attribute values	Maintain one of the following values: • **E**: For error or hard validation. • **W**: For warning or soft validation.

Technical Details

Product	SAP Integration Suite, managed gateway for spend management and SAP Business Network SAP Business Network
Line of Business	Application Development and Integration
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SBNI-1476
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Blocking Line Items and Changes to Closing Line Items in Purchase Orders [page 825]

Invoice Status Portal Integration for Suppliers

Business Details

This feature enables buyers to send an invoice status portal (ISP) registration invite to their suppliers.

A buyer transacting with different suppliers can receive invoices through different communication channels. During this invoice lifecycle process, suppliers can have multiple queries regarding the status of invoices and payments.

This feature allows buyers to send a registration invite to ISP when a buyer sends an ERPCC Invoice to a supplier not registered on ISP. Suppliers can use the invitation to create a new account on ISP and view the invoice details.

Implementation Details

General Prerequisites

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

The feature applies to buyers on SAP ERP integrated with SAP Business Network using SAP Integration Suite, managed gateway for spend management and SAP Business Network.

The feature applies to SAP Integration Suite, managed gateway for spend management and SAP Business Network, Release 2505 (Q2 2025, SP 23) and later.

Configuration

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

To use the feature, you must configure the following steps in the add-on:

> **Note**
>
> Repeat the process for each of the suppliers that you want to send the invite to.

1. Run the transaction code SPRO and click **SAP Reference Image**.
2. Navigate to **Integration with Other SAP Components** > **Managed Gateway for Spend&Network for Buyer** > **SAP Business Network Integration** > **General Settings** > **Enable Outbound Process Type Attribute Per Vendor**.
3. Click the execite icon.
   The **Change View: Activate add. process type attributes for specific vendor** screen is displayed.
4. Click **New Entries** and maintain the following values in the **New Entries: Overview of Added Entries** page:

Field	Value
Supplier	Select the supplier.
CoC	Select the company code.
Process Type	**INV**
Proc. Typ. Attribute	**ISP**

Field	Value
Process Type Attribute Values	Maintain one of the following values: • **X**: To enable the feature • A blank value to disable the feature.

Business End User Tasks

Effects on Existing Data

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	SBNI-1633
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer Supplier

SAP Ariba 2502 features

General Features

New India Data Center Support for SAP Ariba Procurement Solutions

Business Details

With this feature, all new customers can connect to the new India data center when accessing SAP Ariba Procurement solutions.

All existing customers **cannot** migrate their data to the new data center.

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

New buyers and suppliers in India can connect their SAP Integration Suite, managed gateway for spend management and SAP Business Network account to the India (IN) data center for hosting the business data of SAP Ariba applications. See Working with SAP Integration Suite, managed gateway for spend management and SAP Business Network India Data Center [page 857].

> ⓘ Note
>
> - You can connect to the India data center only if the country in your company profile of SAP Ariba applications is set to the India.
> - SAP Integration Suite, managed gateway for spend management and SAP Business Network supports only the English language in the India data center.

Implementation Details

General Prerequisites

Integration Details

SAP Ariba Solution Integrations:	SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Ariba Invoice Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Sourcing SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

- For customers using SAP Ariba applications, set the **Enable cloud integration gateway data center migration** option (the `Application.Messaging.Channels.WS.CIG.EnableDCMigrationUIOption` parameter) to **Yes** in the **Intelligent Configuration Manager** workspace.
- SAP Ariba recommends that you configure the new data center in the test account before you configure the same in production. The test account helps you check your configurations before you move them to the production account.

The feature is available from SAP Integration Suite, managed gateway for spend management and SAP Business Network Release 2411 (Q4 2024, SP 22) and later. If you are on an earlier SP, apply SAP Note 3491089.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing SAP Ariba Contracts SAP Ariba Catalog SAP Ariba Invoice Management SAP Ariba Sourcing SAP Ariba Spend Analysis SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CES-1088
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Working with SAP Integration Suite, managed gateway for spend management and SAP Business Network India Data Center

For new customers who are enabling SAP Integration Suite, managed gateway for spend management and SAP Business Network, the India data center appears preselected in the **Choose data center** dropdown on the **Managed Gateway for Spend&Network** page of SAP Ariba applications. After you choose the data center and enable SAP Integration Suite, managed gateway for spend management and SAP Business Network:

- An organization synchronization request is sent from SAP Ariba applications, or microservices to the SAP Integration Suite, managed gateway for spend management and SAP Business Network India data center. A message indicating that the process is in progress is displayed until organization synchronization is completed. After the organization synchronization is completed, SAP Integration Suite, managed gateway for spend management and SAP Business Network sends an acknowledgment to SAP Ariba applications, or microservices.
- The single sign-on (SSO) from SAP Ariba applications is directed to the SAP Integration Suite, managed gateway for spend management and SAP Business Network India data center.
- The endpoint used to send data from SAP Ariba applications, or microservices is directed to the SAP Integration Suite, managed gateway for spend management and SAP Business Network India data center.

India Data Center Endpoints

The following table displays the test and production environment details for the India data center:

Type	Test	Production
Proxy	`https://test-integration.in.managedgateway.cloud.sap.com`	`https://integration.in.managedgateway.cloud.sap.com`
Client	`https://client-test-integration.in.managedgateway.cloud.sap.com`	`https://client-integration.in.managedgateway.cloud.sap.com`

Cloud Connector Configuration

Customers using cloud connector to integrate SAP Integration Suite, managed gateway for spend management and SAP Business Network with SAP ERP or SAP S/4HANA must register the new subaccounts for test and production environments. When creating subaccounts for cloud connector, enter the following information:

Region Host	Environment	Tenant Name	Subaccount Name
in30.hana.ondemand.com	**Test**	**cigcfindiat1**	**e8a1937f-7f45-4629-b3b9-ecc0a8c68b6e**
		cigcfindiat2	**c9232e08-2ea4-4a3b-844c-1d40e0dd7ebb**
	Production	**cigcfindiap1**	**b5c6fdd4-1992-4fb3-95ed-ad3c80ae1a86**
		cigcfindiap2	**ea5cf7cd-b2f6-4250-a8be-66e9f313410d**

For Customers Using A Middleware

If you are using Process Intregration as a middleware to integrate SAP Integration Suite, managed gateway for spend management and SAP Business Network with SAP ERP or SAP S/4HANA, use the following URLs to configure the sender and receiver relations for individual connections:

SAP Ariba Solutions	Communication Channel	Test Environment	Production Environment
SAP Ariba Procurement solutions	SOAP receivber for buyer transaction data	`https://test-integration.in.managedgateway.cloud.sap/cxf/receiveERPP2PSOAP`	`https://integration.in.managedgateway.cloud.sap/cxf/receiveERPP2PSOAP`
	SOAP receivber for buyer master data	`https://test-integration.in.managedgateway.cloud.sap/cxf/receiveERPMD`	`https://integration.in.managedgateway.cloud.sap/cxf/receiveERPMD`
SAP Ariba Strategic Sourcing Solutions	SOAP receivber for buyer transaction data	`https://test-integration.in.managedgateway.cloud.sap/cxf/receiveSOAP`	`https://integration.in.managedgateway.cloud.sap/cxf/receiveSOAP`

SAP Ariba Solutions	Communication Channel	Test Environment	Production Environment
	SOAP receivber for buyer master data	`https://test-integration.in.managedgateway.cloud.sap/cxf/receiveERPMD`	`https://integration.in.managedgateway.cloud.sap/cxf/receiveERPMD`

For more information, refer to the *Configuring the Sender and Receiver Relations for Individual Connections for Inbound and Outbound Transactions* section of the *SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network Installation Guide*.

Ability to Manage Feature Toggles in Intelligent Configuration Manager

Business Details

With this feature, customer administrators can now manage select feature toggles for their site in the **Intelligent Configuration Manager** workspace without having to request assistance from SAP. Customer administrators can then follow the same workflow to test, approve, and deploy packages to their production site.

Changes to the User Interface

A new configuration type **Feature toggles** is added in the solution area. For example, **Sourcing and Contracts** > **Feature toggles**.

Implementation Details

General Prerequisites

To manage select feature toggles for your site, you must be a member of the **Customer Administrator** group.

Business End User Tasks

Managing Feature Toggles for the Site [page 861]

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	PLICM-4237
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Managing Feature Toggles for the Site

Use this procedure to manage select feature toggles for your site in the **Intelligent Configuration Manager** workspace.

Prerequisites

- You must be a member of the **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.

Context

A feature toggle is a type of configuration setting for enabling and disabling a specific piece of functionality. Feature toggles control the availability of certain features and other changes. You can turn on or off select feature toggles for your site in the **Intelligent Configuration Manager** workspace. To update the related self-service parameters, see Parameter Management in Intelligent Configuration Manager. After you update the feature toggles, follow the same workflow to test, approve, and deploy packages to your production site. For more information, refer to Workflow for Updating Configurations for the Site.

In suite-integrated and multi-ERP configurations, you must turn on or off the feature toggles in each site separately. The audit log captures all actions such as who updated the feature toggles, the updated values, and the time. Use the event type **Data modification** to view the related activities.

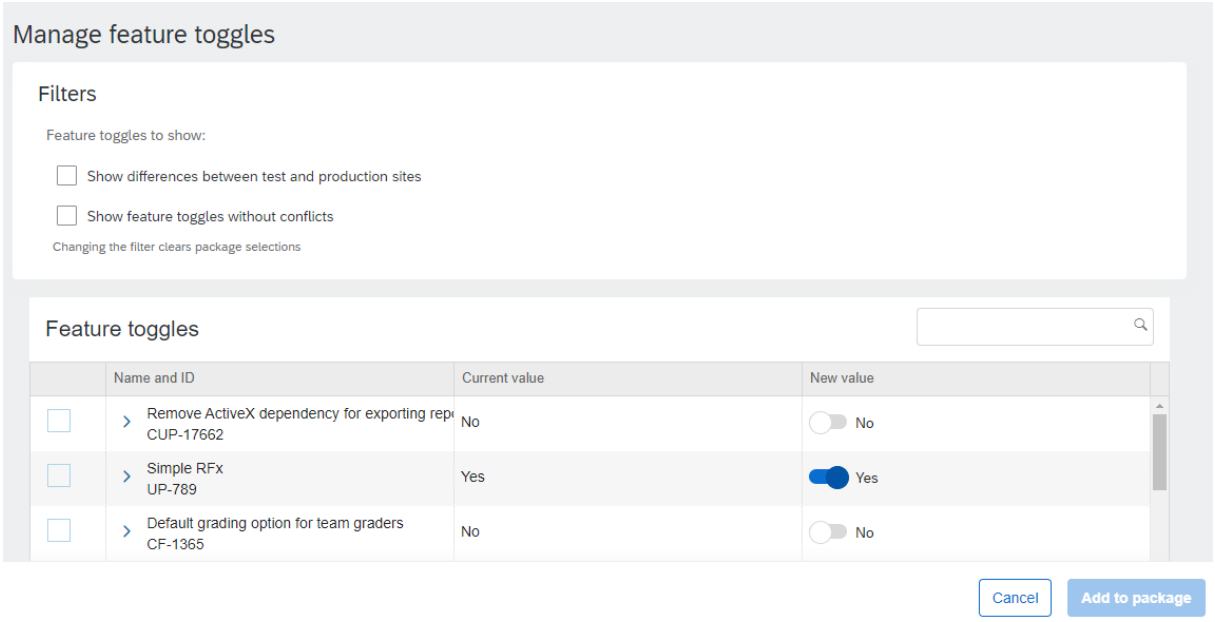
Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the solution area, select the configuration type that you want update. For example, choose **Sourcing and Contracts** > **Feature toggles**.
3. On the **Manage feature toggles** page, use the **Filters** section to choose from filter options to refine your results.
   - Choose the **Show differences between test and production sites** option to view feature toggles that have different values in test and production sites.
   - Choose the **Show feature toggles without conflicts** option to view feature toggles that are not in other in-progress packages in the test site.

   The **Feature toggles** table allows you to view and update the feature toggle values. Each row specifies the feature toggle name and ID, the current value of the feature toggle in the site, and the new value that can be

modified. Click a column header to sort the column. You can drag to resize columns to fit the width of entries. Optionally, use the full-text search criteria in the search ( ) field to search for the feature toggle.

> **Example**
>
> The following illustration shows a sample data:



- **Name and ID**: Specifies the feature toggle name and ID.
- **Current value**: Specifies the current value of the feature toggle, that is, if the feature is turned on or off in the test site.
- **New value**: Allows you to edit the value of the feature toggle, that is, turn the feature on or off.

4. Double-click the feature toggle name or click > to expand and view the feature toggle details such as description and its value in the production site.
5. To modify the feature toggle value, move the slider to either **Yes** or **No** in the **New value** column.

   The bottom of the table shows the number of recent changes. Click the number to show only the selected rows. To remove the selected row from the package, uncheck the checkbox.
6. Click **Add to package** to add all updates to a package.

Results

Once the package is created, review your package. For more information, see Reviewing and Submitting a Package.

Next Steps

You must test packages to analyze the impact of the changes. You can deploy all tested packages in the production site after approval. For more information, see Configuration Packages in Intelligent Configuration Manager.

Contracts Self-Service Feature Toggles

OPCCC-68 : Aggregate spend data in contract workspaces [page 863]

CUP-18589: Append or update line items in contracts from a sourcing award without manual amendment of the contract workspace [page 865]

CUP-18055 : Choose contract line items for integration [page 866]

CF-5432: Create new round of tasks on latest document version [page 867]

SC-18508 : Delete or deactivate multiple line items in the CLID of a contract workspace [page 868]

UP-203 : Enhanced dashboard tiles in sourcing, contracts, and spend visibility applications [page 869]

CUP-23101 : Performance enhancements for appending line items from a sourcing event to a contract workspace with more than 1000 line items [page 869]

CUP-17662: Remove ActiveX dependency for exporting reports in SAP Ariba Contracts [page 870]

CUP-21666 : Remove ActiveX dependency for exporting reports in SAP Ariba Sourcing [page 871]

CUP-20758: Show integration date for line items exported to external systems [page 871]

CUP-17356 : Show risk scores of suppliers to contract owners [page 872]

CUP-15211: Update contract status based on the locale timezone [page 873]

CUP-17658 : Update material master items in CLID from sourcing awards [page 873]

CUP-18708: Upgrade CLID custom terms in Contract Workspaces during full-upgrade amendments [page 874]

SC-23429: Allow import of form template with a different unique id but same class name [page 874]

OPCCC-68 : Aggregate spend data in contract workspaces

Enables buyers using suite-integrated solutions to have an overall amount approved for procurement spending for a contract workspace in SAP Ariba Contracts.

Feature ID	**OPCCC-68**
Name	**Aggregate spend data in contract workspaces**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts SAP Ariba Procurement solutions

This approved amount can be used for various procurement requirements in SAP Ariba Procurement solutions, without the need for individual approvals for each. Accrued spend data, as well as receipt and invoice details, from SAP Ariba Procurement solutions, will be available to release approvers and project owners in SAP Ariba Contracts.

Dependencies

Enabling or disabling this feature requires the following configuration settings to be made in addition to setting the feature toggle:

- Contact SAP Ariba Support to make the following configurations:
  - Enable **Application.ACM.AllowCombinedSpend** and **Application.ACM.AllowAdhocSpend** parameters in SAP Ariba Contracts.
  - Enable **Application.Procure.AllowcontractWorkspaceAdhocSpend** parameter SAP Ariba Contract Compliance. After setting the parameter value, the value must be synced with the corresponding child realms.
  - Enable the related feature **Complex Project based Spend and Approvals** (OPCCC-68) in the buyer parent and child realms of your SAP Ariba Contract Compliance.
- Enable the **Application.ACM.EnableDocumentLinkInContractWorkspace** ICM parameter. For more information about the parameter, refer to Allow Linking Documents To a Contract Workspace From Any Published Contract Workspace.

Additional Configurations

To display the **Spend** tab for non-Combined Spend workspaces, enable the **Application.ACM.EnableSpendTabForAllContractWorkspaces** ICM parameter. For more information about the parameter, refer to Show the Spend Tab in All Contract Workspaces.

To ensure the ordered amount, when accumulated, is reflected in the **Spend** tab of a contract workspace, enable the **Application.ACM.FetchSpendDetailsFromChildRealm** ICM parameter. For more information about the parameter, refer to Get Spend Details for a Multi ERP Realm Contract From a Child Realm Contract Workspace.

To allow users to edit the Combined Spend flag setting for a contract workspace, enable the **Application.ACM.AllowEditingOfCombinedSpendFlag** ICM parameter. For more information about the parameter, refer to Allow Users to Edit the Combined Spend Flag Setting for a Contract Workspace.

To synchronize the contract amount of a contract workspace with the linked compliance contract, enable the **Application.ACM.EnableContractAmountSyncWithComplianceContracts** ICM parameter. For more information about the parameter, refer to Synchronize Contract Amount of a Contract Workspace with the Linked Compliance Contract.

To allow aggregated spend from other contracts and ad hoc purchases, enable the **Application.ACM.AllowEditingOfCombinedSpendFlag** ICM parameter. For more information about the parameter, refer to Allow Users to Edit the Combined Spend Flag Setting for a Contract Workspace

> **Note**
>
> If the **Combined Spend** flag setting is modified, the **Contract Amount** resets to **0** but the **Proposed Contract Amount** value remains unchanged.

Contact SAP Ariba Support to enable the following parameters:

- **Application.ACM.EnableCombinedSpendDocumentLevelApproval** and **Application.ACM.ShowReleaseCreatorsAndReleaseApprover** in SAP Ariba Contracts.

- **Application.Procure.ShowReleaseApprover** in SAP Ariba Contract Compliance.

To configure the **Contract Workspace ID** field for business process workflows such as creating non-PO invoices, perform the following steps:

1. Go to **Manage** > **Core Administration**.
2. Click **Advanced**.
3. Go to **Customization Manager** > **Field Configuration**.
4. Search for the **invoicelineitem** class.
5. Locate the **Contract workspace ID** field.
6. Edit the field and click the details box.

Template Setup

After enabling the feature, you must configure the template so that the contract workspace created using the template functions as a Combined Spend workspace. To do so, create an approval task on the entire contract workspace, or on a document or a folder in the contract workspace, to set the **Approved Amount** field on the contract workspace after the task is approved.

> **Note**
>
> If you create an approval task on a folder or a document in a contract workspace, the template setting **EnableCombinedSpendDocumentLevelApproval** and the advanced task setting **Update approved amount for parent workspace** must be enabled.

Related Information

Intelligent Configuration Manager Administration
Aggregating Spend Data in Contract Workspaces
Managing Feature Toggles for the Site [page 861]

CUP-18589: Append or update line items in contracts from a sourcing award without manual amendment of the contract workspace

Enables you to access a contract workspace in **Draft**, **Draft Amendment**, or **Published** status from the sourcing award page and update the line items information without manually changing the status of the contract workspace.

Feature ID	**CUP-18589**
Name	**Append or update line items in contracts from a sourcing award without manual amendment of the contract workspace**

Default Value	**Yes**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

When you select a published contract from the sourcing award page, its status is automatically set to the amendment type **Price Update**. Buyers can then modify the Contracts Line Items Document (CLID) as required.

Dependencies

The CLID functionality must be enabled. For more information about CLIDs, refer to Contract Line Items Documents (CLIDs).

Related Information

Intelligent Configuration Manager Administration
Viewing Associated Contracts for Guided Sourcing Events
Managing Feature Toggles for the Site [page 861]

CUP-18055 : Choose contract line items for integration

Enables users to select which items in a contract line items document (CLID) are sent to an external system.

Feature ID	**CUP-18055**
Name	**Choose contract line items for integration**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

When this feature is enabled, users must select the line items in a CLID after selecting the **Send to external system** option from the CLID menu.

When this feature is not enabled, all items in a CLID are sent when the user selects the **Send to external system** option from the CLID menu.

Related Information

Intelligent Configuration Manager Administration

Managing Feature Toggles for the Site [page 861]
Workflow for Contract Line Items Documents

CF-5432: Create new round of tasks on latest document version

Enables template authors to create a review, approval, or negotiation task and ensure that there is only one active task round and that round is always synchronized with the latest version of the document or project even if the document or project has not been published.

Feature ID	**CF-5432**
Name	**Create new round of tasks on latest document version**
Default Value	**Yes**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

Dependencies

In addition to setting the feature toggle, you must configure the following rules in the project template:

- **Repeat for Each Document Draft**: If you set this rule to **Yes**, a new task round is created each time a new version of the associated document or project is created. The current approval task round is cancelled and previous approvals are discarded. A new task round is started for all the other tasks which are dependent.
- **Extend Repeat Option to Unpublished Drafts**: If you set this rule to **Yes**, the behavior of the **Repeat for Each Document Draft** rule is extended to new versions of unpublished documents (and projects).

For information about editing a project template, refer to Editing a Project Template.

> **Note**
>
> - This feature is applicable to all documents, forms and projects. The associated template rules are unavailable if the task is not on a document.
> - Currently, there is no warning message when a project owner edits a document that has an ongoing approval flow.
> - At the project level, the rules **Repeat for Each Document Draft** and **Extend Repeat Option to Unpublished Drafts** are read-only and cannot be modified.

Related Information

Intelligent Configuration Manager Administration
Task Field Differences in Project Templates
Managing Feature Toggles for the Site [page 861]

SC-18508 : Delete or deactivate multiple line items in the CLID of a contract workspace

Enables buyers to delete or deactivate multiple line items in the Contract Line Items Document (CLID) of a contract workspace by importing the line item information in an Excel file.

Feature ID	**SC-18508**
Name	**Delete or deactivate multiple line items in the CLID of a contract workspace**
Default Value	**Yes**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

Dependencies

- **Allow Line Item Deletion Through Excel Import** (Application.ACM.AllowLineItemDeletionThroughExcelImport). For information about this parameter, see Allow Deleting Line Items Through Excel Import.
- **Allow Importing Deactivated ERP Items Through Excel Import** (Application.ACM.AllowDeletedERPItemsThroughCLIExcelImport). For information about this parameter, see Allow Importing Deactivated Line Items From an ERP System Through Excel Import.

> **Note**
>
> This parameter is available only after you enable the **Allow Line Item Deletion Through Excel Import** parameter.

In SAP Ariba Contracts, you can perform this operation using the Excel Import functionality. For more information, refer to Deleting or Deactivating Line Items in a Contract Line Items Document Using Excel Import.

In SAP Ariba Contracts integration with third-party contract management applications such as Icertis Contract Intelligence (ICI), you can perform this operation by initiating a request in the integrated application using the Contract Line Items Import API. For more information, refer to Deleting or Deactivating Line Items in a Contract Line Items Document Using the Contract Line Items Import API.

Related Information

Intelligent Configuration Manager Administration

Managing Feature Toggles for the Site [page 861]

UP-203 : Enhanced dashboard tiles in sourcing, contracts, and spend visibility applications

Provides new dashboard tiles for SAP Ariba Sourcing, SAP Ariba Contracts, and SAP Ariba Spend Visibility users to quickly review their contracts, ECRs, and open events.

Feature ID	**UP-203**
Name	**Enhanced dashboard tiles in sourcing, contracts, and spend visibility applications**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

Enabling this feature also provides the option to choose the permission level to modify an action tile's settings. The action tiles available to users is determined by the product licences active in your site. Therefore, action tiles of products that you haven't purchased are not available.

For information about the tiles that are available after enabling this feature, refer to Dashboard Action Tile Reference.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

CUP-23101 : Performance enhancements for appending line items from a sourcing event to a contract workspace with more than 1000 line items

Improves the application response and performance when you add line items from a sourcing event to a contract workspace that contains a thousand or more line items.

Feature ID	**CUP-23101**
Name	**Performance enhancements for appending line items from a sourcing event to a contract workspace with more than 1000 line items**
Default Value	**No**
Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

CUP-17662: Remove ActiveX dependency for exporting reports in SAP Ariba Contracts

Removes dependency on ActiveX controls for exporting reports in SAP Ariba Contracts.

Feature ID	**CUP-17662**
Name	**Remove ActiveX dependency for exporting reports in SAP Ariba Contrats**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

Following are some limitations associated with this feature:

- Exporting large reports can lead to a request timeout.
- Reports exported to Excel will not automatically populate objects, such as pivots and charts, in the standard templates. To generate these objects, they must be manually refreshed in the Excel spreadsheet. For more information, refer to Exporting the Current Contents of the Report Pivot Table to an Excel File.
- File names of reports exported are derived from the template file name instead of the name of the report.
- Reports are exported using the US locale and language regardless of any settings on the site, including the configuration of the **Application.Analysis.ClientLocaleForExcelExportEnabled** parameter, or the user's device.
- All the date columns show values in text format. To resolve this issue, perform the following steps:
  1. Select all the cells in the column and copy the content.
  2. Paste the content in a plain text editor.

     > **Note**
     >
     > Use plain text editors such as Notepad to perform this step.

  3. Select all the content from the text editor and copy the content.
  4. Paste the in the respective column inside the Excel spreadsheet.

This feature is normally enabled in conjunction with the related feature **CUP-21666 : Remove ActiveX dependency for exporting reports in SAP Ariba Sourcing** (CUP-21666). For more information, refer to CUP-21666 : Remove ActiveX dependency for exporting reports in SAP Ariba Sourcing [page 871].

Related Information

Intelligent Configuration Manager Administration

Managing Feature Toggles for the Site [page 861]

CUP-21666 : Remove ActiveX dependency for exporting reports in SAP Ariba Sourcing

Removes dependency on ActiveX controls for exporting bids and scenarios reports in sourcing events.

Feature ID	**CUP-21666**
Name	**Remove ActiveX dependency for exporting reports in SAP Ariba Sourcing**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

This feature is generally enabled in conjunction with the related feature, **CUP-17662: Remove ActiveX dependency for exporting reports in SAP Ariba Contracts** (CUP-17662). For more information, refer to CUP-17662: Remove ActiveX dependency for exporting reports in SAP Ariba Contracts [page 870].

> **Note**
>
> - After enabling this feature, reports exported to Excel from a sourcing event will not automatically populate objects, such as pivots and charts, in the standard templates. To generate these objects, they must be manually refreshed in the Excel spreadsheet. For more information, refer to Exporting the Current Contents of the Report Pivot Table to an Excel File.
> - If you experience recurring failures while downloading reports even after enabling this feature, contact SAP Support.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Guided Sourcing Event Reports
Evaluating an Event Using the Event Reports

CUP-20758: Show integration date for line items exported to external systems

Displays the integration date, along with the creation date and modification date, of line items in CLIDs that are integrated with external systems.

Feature ID	**CUP-20758**

Name	**Show integration date for line items exported to external systems**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

CUP-17356 : Show risk scores of suppliers to contract owners

Provides an in-application snapshot of the real-time risk scores of suppliers to project owners in SAP Ariba Contracts.

Feature ID	**CUP-17356**
Name	**Show risk scores of suppliers to contract owners**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts SAP Ariba Supplier Risk

Additional Information

The project owner must be a part of a specific user group to view the supplier risk. The risk score is displayed under the **Risk** tab of the **Organization Profile**.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

CUP-15211: Update contract status based on the locale timezone

Updates the contract status and other contract attributes such as effective date, expiry, renewal, and so on, based on the locale time.

Feature ID	**CUP-15211**
Name	**Update contract status based on the locale timezone**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

By default, the contract attributes such as the effective date, expiry, renewal, etc., are effective based on the server time. When the feature is enabled, the task to update the contract status runs every 4 hours. The updates are also not real-time.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

CUP-17658 : Update material master items in CLID from sourcing awards

Enables you to update Material Master items in Contract Line item document (CLID) from a sourcing award.

Feature ID	**CUP-17658**
Name	**Update material master items in CLID from sourcing awards**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

When this feature is enabled, buyers can update lines with the same material number in addition to appending lines to a CLID in a contract workspace from a sourcing award.

Prerequisites:

The Material Master items to update must have valid material numbers. Free text lines from Material Master cannot be updated.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

CUP-18708: Upgrade CLID custom terms in Contract Workspaces during full-upgrade amendments

Updates the custom terms in a CLID to the latest version when the contract workspace is being amended with the full-upgrade option.

Feature ID	**CUP-18708**
Name	**Upgrade CLID custom terms in Contract Workspaces during full-upgrade amendments**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SC-23429: Allow import of form template with a different unique id but same class name

This feature allows form template to be imported form two different source systems.

ID	SC-23429
Name	**Allow import of form template with a different unique id but same class name**
Default value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Contracts SAP Ariba Procurement solutions

While importing form templates, if a form template has a `UniqueID` which matches with an existing template in the target site, the system imports the data and creates a new version of the existing form template. The system uses the form template's `UniqueId` value to recognize it across all sites. However, if the `UniqueId` doesn't match, the

import operation fails. When this parameter is set to **Yes**, the system updates the `UniqueId` of the form template being imported to match with the `UniqueId` of the existing form template and imports the data.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

Sourcing Self-Service Feature Toggles

CF-1365: Default grading option for team graders [page 875]

CF-1406: Ignore prerequisite responses when sending bid response reminders and for visibility of lead bids [page 876]

CF-2544: Send external originator a link to sourcing request [page 877]

CF-2547: Attachments for savings forms [page 877]

CUP-16993: Email response to RFQ [page 878]

cXML New Format: Intrinsic elements for integration fields in QuoteRequest/QuoteMessage documents [page 879]

SS-13186: Enforce required term values for participant-specific initial values [page 883]

SSR-510: Contract terms support in category attribute hierarchy [page 883]

UP-205: SAP Ariba Projects integration with Microsoft Project 2013 and 2016 [page 884]

UP-845: Disable ActiveX [page 885]

UP-5078: Custom item attribute reporting for SAP Ariba Sourcing and SAP Ariba Contracts [page 885]

UP-4293: Enable service items (UP-4293, 1 of 4 toggles) [page 886]

UP-5387: Enable service items (UP-5387, 2 of 4 toggles) [page 887]

UP-7455: Enable service items (UP-7455, 3 of 4 toggles) [page 887]

UP-18784: Enable service items (UP-18784, 4 of 4 toggles) [page 888]

UP-7003: Category attribute hierarchy [page 889]

CF-1365: Default grading option for team graders

Enables users to set the default grading option for team graders in event templates.

When enabled, users bypass the Task Details page after they click the grading Review task or the link in the grading task notification. When the default grading option is set to Grade by Participant, the Select Participants page is not displayed.

Feature ID	**CF-1365**
Name	**Default grading option for team graders**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration

CF-1406: Ignore prerequisite responses when sending bid response reminders and for visibility of lead bids

By default, sourcing includes responses to prerequisites when evaluating if it should send event reminders for the event due date (close date). When this feature is enabled, sourcing ignores responses to prerequisites when evaluating if it should send event reminders to a participant.

Feature ID	**CF-1406**
Name	**Ignore prerequisite responses when sending bid response reminders and for visibility of lead bids**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

By default, sourcing includes responses to prerequisites when evaluating if it should send event reminders for the event due date (close date). When this feature is enabled, sourcing ignores responses to prerequisites when evaluating if it should send event reminders to a participant. As a result, participants who have submitted responses to prerequisites but who have not submitted bids still receive event due date reminders when this feature is enabled.

By default, sourcing also includes responses to prerequisites when evaluating if it should show the lead bid or reserve price to a participant when the rule **Show lead bid to all participants** or **Show reserve price to all participants** is set to **After participant's first response is accepted**. When this feature is enabled, sourcing ignores responses to prerequisites when determining if it shows the lead or reserve price to a participant.

Related Information

Intelligent Configuration Manager Administration
Event Market Feedback Rules
Show lead bid to all participants

Show reserve price to all participants

CF-2544: Send external originator a link to sourcing request

Send information about a sourcing request back to an external originator.

Feature ID	**CF-2544**
Name	**Send external originator a link to sourcing request**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

When this feature is enabled and an SAP Ariba sourcing request is created from an external request for quotations (using a cXML QuoteRequest document), SAP Ariba sends an email back to the originator with information about the sourcing request. The information contains a link to the sourcing request in the SAP Ariba Sourcing solution and the name and ID of the sourcing request. SAP Ariba sends the information to the buyer's address in the QuoteRequest document, as specified in the `<Contact role="buyer"><Email>` element.

Related Information

Intelligent Configuration Manager Administration
Topics About QuoteRequest and QuoteMessage Document Creation and Processing

CF-2547: Attachments for savings forms

Enables users to add and delete attachments to savings forms.

Feature ID	**CF-2547**
Name	**Attachments for savings forms**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

Enables users to add and delete attachments to savings forms.

Users can also download one or all attachments to savings forms as part of the download documents action from the documents tab.

Related Information

Intelligent Configuration Manager Administration
Use of Savings Forms to Track Savings

CUP-16993: Email response to RFQ

Allow suppliers to respond to single-item RFQ via email.

Feature ID	**EmailResponse**
Name	**Email bidding for single-item events**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

When this toggle is set to **Yes**, participants can respond to single-item RFQ or RFI events using email if the following conditions are also met:

- The event rule **Allow participants to submit bids by email** is set to **Yes**.
- The site configuration parameter **Enable email bidding with standard Excel bid sheet** (`Application.ACM.EmailBiddingWithStandardExcel`) is set to **No** (the default is **Yes**).
- The event is an RFI or RFQ with 1 item.

(SAP Ariba also supports email bidding using Excel, which can be used for events with multiple items. The email bidding using Excel feature requires a site to have **Enable email bidding with standard Excel bid sheet** set to **Yes**, so a site can be configured to use either email bidding for single-item events or email bidding using Excel, but not both.)

When you use email bidding for single-item events, participants receive an event invitation with item information and a button that generates an email response in which they enter their response.

> **Note**
>
> When this feature is used and a participant chooses to respond by email, the participant (bidder) agreement is not provided to the participant and the participant is permitted to participate in the event without accepting the participant (bidder) agreement. A participant who responds by email only acknowledges the SAP Ariba Terms of Use and Data Processing Agreement.

Related Information

Intelligent Configuration Manager Administration
Allow participants to submit bids by email

cXML New Format: Intrinsic elements for integration fields in QuoteRequest/ QuoteMessage documents

Use intrinsic elements for integration fields (CompanyCode, PurchasingOrg, PaymentTerms, DocumentType) in QuoteRequest/QuoteMessage documents instead of enclosing them in extrinsic tags.

Feature ID	**cXML New Format**
Name	**Intrinsic elements for integration fields in QuoteRequest/ QuoteMessage documents**
Default Value	Varies according to data center.
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

When this toggle is set to **Yes**, values for integration fields that were previously sent in cXML `QuoteRequest` and `QuoteMessage` documents in extrinsic elements are instead sent in intrinsic elements or attributes in intrinsic elements.

QuoteHeaderInfo Intrinsics

The following table lists extrinsics that are sent as intrinsic elements in `QuoteHeaderInfo` elements when the toggle is set to **Yes**. `QuoteHeaderInfo` elements are child elements of `QuoteRequestHeader` and `QuoteMessageHeader` elements in `QuoteRequest` and `QuoteMessage` documents.

Extrinsics (used when the toggle is set to No)	**Intrinsic in QuoteHeaderInfo element (used when the toggle is set to Yes)**

`CompanyCode.Id`
`CompanyCode.Name`
	`LegalEntity` element
	Syntax:
	`<LegalEntity>`
	`  <IdReference domain="CompanyCode"`
	`identifier="companyCodeId">`
	`  <Description`
	`xml:lang="en">companyCodeName</`
	`Description>`
	`  </IdReference>`
	`</LegalEntity>`

Extrinsics (used when the toggle is set to No)	Intrinsic in QuoteHeaderInfo element (used when the toggle is set to Yes)

`PurchasingOrganization.Id`
`PurchasingOrganization.Name`
`PurchasingGroup.Id`
`PurchasingGroup.Name`
	`OrganizationalUnit` element
	
	Syntax:
	
	`<OrganizationalUnit>`
	`  <IdReference`
	`domain="PurchasingOrganization"`
	`identifier="purchasingOrgId">`
	`  <Description`
	`xml:lang="en">purchasingOrgName</`
	`Description>`
	`  </IdReference>`
	`</OrganizationalUnit>`
	`<OrganizationalUnit>`
	`  <IdReference domain="PurchasingGroup"`
	`identifier="purchasingGroupId">`
	`  <Description`
	`xml:lang="en">purchasingGroupName</`
	`Description>`
	`  </IdReference>`
	`</OrganizationalUnit>`

`PaymentTerms.Id`
`PaymentTerms.Name`
	`PaymentTerms` element
	
	Syntax:
	
	`<PaymentTerms paymentTermCode =`
	`"paymentTermsId">`
	`  <PaymentTerm`
	`payInNumberOfDays="numDays">`
	`  <Discount>`
	`  <DiscountPercent`
	`percent="percent" />`
	`  </Discount>`
	`  </PaymentTerm>`
	`  <PaymentTerm`
	`payInNumberOfDays="numDays">`
	`  <Discount>`
	`  <DiscountPercent`
	`percent="percent" />`
	`  </Discount>`
	`  </PaymentTerm>`
	`  <Description`
	`xml:lang="en">paymentTermName</`
	`Description>`
	`  </PaymentTerms>`

`DocumentType`
`DocumentName`
	`FollowUpDocument` element
	
	Example:
	
	`<FollowUpDocument type="documentType"`
	`category="documentCategory">`
	
	Where: *documentType* is the document type, such as `Purchase Order` or `Contract` and *documentCategory* is the ID for the document category, such as **NB** for Standard Purchase Order or **WK** for Value Contract.

QuoteItemOut Intrinsics

The following table lists extrinsics that are sent as intrinsic elements in `QuoteItemOut` elements when the toggle is set to **Yes**. `QuoteItemOut` elements are child elements of `QuoteRequest` documents.

Extrinsics (used when the toggle is set to No)	Intrinsic or attribute in QuoteItemOut element (used when the toggle is set to Yes)
`ItemCategory`	`itemClassification` attribute in `QuoteItemOut` element Example: `<QuoteItemOut quantity="quantity" lineNumber="lineNumber" itemClassification="itemCategory">`
`Incoterms.Id` `Incoterms.Name`	`TermsOfDelivery` element Example: `<TermsOfDelivery> <TermsOfDeliveryCode value="TransportCondition"/> <ShippingPaymentMethod value ="Other"/> <TransportTerms value="incotermsId">incotermsName</ TransportTerms> </TermsOfDelivery>`
`RequisitionId` `RequisitionLineNumber`	`ReferenceDocumentInfo` element Example: `<ReferenceDocumentInfo lineNumber="lineNumber"> <DocumentInfo documentID="requisitionId" documentType="requisition" documentDate="yyyy-mm-ddThh:mm:ss-timeZoneOffset"> </DocumentInfo> </ReferenceDocmentInfo>`

QuoteItemIn Intrinsics

The following table lists extrinsics that are sent as intrinsic elements in `QuoteItemIn` elements when the toggle is set to **Yes**. `QuoteItemIn` elements are child elements of `QuoteMessage` documents.

Extrinsics (used when the toggle is set to No)	Intrinsic or attribute in QuoteItemIn element (used when the toggle is set to Yes)
`ItemCategory`	`itemClassification` attribute in `QuoteItemOut` element Example: `<QuoteItemOut quantity="quantity" lineNumber="lineNumber" itemClassification="itemCategory">`

`Incoterms.Id`
`Incoterms.Name`
	`TermsOfDelivery`
	
	Example:
	
	`<TermsOfDelivery> <TermsOfDeliveryCode value="TransportCondition"/> <ShippingPaymentMethod value ="Other"/> <TransportTerms value="incoTermsId">incoTermsName</ TransportTerms> </TermsOfDelivery>`

`RequisitionId` `RequisitionLineNumber`	`ReferenceDocumentInfo` element Example: `<ReferenceDocumentInfo lineNumber="lineNumber"> <DocumentInfo documentID="requisitionId" documentType="requisition" documentDate="yyyy-mm-ddThh:mm:ss-timeZoneOffset"> </DocumentInfo> </ReferenceDocmentInfo>`
`RFQId` `RFQLineNumber`	`ReferenceDocumentInfo` element Example: `<ReferenceDocumentInfo lineNumber="lineNumber"> <DocumentInfo documentID="Id" documentType="quoteRequest" documentDate="yyyy-mm-ddThh:mm:ss-timeZoneOffset"> </DocumentInfo> </ReferenceDocmentInfo>`

Related Information

Intelligent Configuration Manager Administration

cXML Solutions Guide

SS-13186: Enforce required term values for participant-specific initial values

Require event authors to enter a value when the option to use participant-specific initial values is selected and a value is required for a term.

Feature ID	**SS-13186**
Name	**Enforce required term values for participant-specific initial values**
Default Value	**Disabled**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

When this option is set to **Yes** and a term is defined in the template with **Response Required** set to **Yes, Owner Required** and **Use Participant–specific Initial Values** set to **Yes**, event owners must specify participant-specific values for the term.

Related Information

Intelligent Configuration Manager Administration
Use Participant–specific Initial Values

SSR-510: Contract terms support in category attribute hierarchy

Enables users to create a contract terms library by associating sourcing event questions and contract terms with categories in a category attribute hierarchy and uploading the hierarchy file to SAP Ariba.

When a category is added to a sourcing event, the event questions associated with that category are automatically included in the event.

When a category is added to a contract workspace template or contract workspace, the questions and contract terms that are associated with that category are added to the workspace. Contract terms can be used as conditions in a contract workspace template or a stand-alone contract workspace. Contract terms can also be added as document properties to contract master agreements and contract addendum documents.

Feature ID	**SSR-510**
Name	**Contract terms support in category attribute hierarchy**
Default Value	**No**

Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

Related Information

Intelligent Configuration Manager Administration
Category Attribute Hierarchy
Creating a Category Attribute Hierarchy Question
Searching For, Editing, or Deleting Category Attribute Hierarchy Questions

UP-205: SAP Ariba Projects integration with Microsoft Project 2013 and 2016

Enable integration between Microsoft Project 2013 and 2016 with SAP Ariba cloud solutions.

SAP Ariba integration with Microsoft Project enables users to import tasks from a Microsoft Project and export tasks and phases from SAP Ariba projects to Microsoft Projects.

Microsoft Project integration is only available in English. To utilize this feature, Microsoft Project integration functionality must also be enabled. For more information, refer to Enable Microsoft Project Integration in SAP Ariba Source-to-Contract Suite.

Feature ID	**UP-205**
Name	**SAP Ariba Projects integration with Microsoft Project 2013 and 2016**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Supplier Information and Performance Management

Related Information

Intelligent Configuration Manager Administration

UP-845: Disable ActiveX

Disable SAP Ariba ActiveX components that are used for Desktop File Sync (DFS) and legacy contract authoring.

Feature ID	**UP-845**
Name	**Disable ActiveX**
Default Value	**No** (SAP Ariba ActiveX components in remain enabled.)
Products	SAP Ariba Contracts

> **Note**
>
> Do not set this to **Yes** (do not disable SAP Ariba ActiveX components) if your site uses legacy contract authoring. Your site may use enhanced contract authoring, which does not require ActiveX, instead of legacy contract authoring. On sites that use enhanced contract authoring, you may set this toggle to **Yes**.

Related Information

Contract authoring requirements
How to enable Desktop File Sync
CUP-17662: Remove ActiveX dependency for exporting reports in SAP Ariba Contracts [page 870]
CUP-21666 : Remove ActiveX dependency for exporting reports in SAP Ariba Sourcing [page 871]
Intelligent Configuration Manager Administration

UP-5078: Custom item attribute reporting for SAP Ariba Sourcing and SAP Ariba Contracts

Enables custom items and custom item attribute terms to display in SAP Ariba Spend Analysis reports.

By default, custom item attribute terms display as "Unclassified" in SAP Ariba Spend Analysis reports. When this feature is enabled, the Item Attributes reporting fact includes newly created custom items and custom item attribute terms.

After enabling this feature, only the item attributes of newly created items in sourcing events and contract line item documents are available to be added to SAP Ariba Spend Analysis reports. Existing item attributes are not be retroactively added to reporting.

Feature ID	**UP-5078**
Name	**Custom item attribute reporting for SAP Ariba Sourcing and SAP Ariba Contracts**
Default Value	**No**

Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

Related Information

Creating Analytical Reports
Item Attributes Reporting Fact
Intelligent Configuration Manager Administration

UP-4293: Enable service items (UP-4293, 1 of 4 toggles)

You can use service items to source services, such as consulting or maintenance. A service item hierarchy can contain service lines, service outlines, and service items.

Feature ID	**UP-4293**
Name	**Enable service items (UP-4293, 1 of 4 toggles)**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

To enable service items and service item hierarchies, you must enable all of the following toggles:

- **UP-4293**
- **UP-5387**
- **UP-7455**
- **UP-18784**

You must also set the parameter **Application.ACM.ComplexServiceHierarchy.Enabled** to **Yes**.

In addition, a template creator must define objects for service item hierarchies in event templates as described in About the Definitions Tab (Item Definitions in Templates), "Service Items and Service Hierarchies".

Related Information

About the Definitions Tab (Item Definitions in Templates)
Intelligent Configuration Manager Administration
Event Service Items and Service Hierarchies
Service Items and Service Hierarchies in Guided Sourcing Events

UP-5387: Enable service items (UP-5387, 2 of 4 toggles)

You can use service items to source services, such as consulting or maintenance. A service item hierarchy can contain service lines, service outlines, and service items.

Feature ID	**UP-5387**
Name	**Enable service items (UP-5387, 2 of 4 toggles)**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

To enable service items and service item hierarchies, you must enable all of the following toggles:

- **UP-4293**
- **UP-5387**
- **UP-7455**
- **UP-18784**

You must also set the parameter **Application.ACM.ComplexServiceHierarchy.Enabled** to **Yes**.

In addition, a template creator must define objects for service item hierarchies in event templates as described in About the Definitions Tab (Item Definitions in Templates), "Service Items and Service Hierarchies".

Related Information

Intelligent Configuration Manager Administration
Event Service Items and Service Hierarchies
Service Items and Service Hierarchies in Guided Sourcing Events
About the Definitions Tab (Item Definitions in Templates)

UP-7455: Enable service items (UP-7455, 3 of 4 toggles)

You can use service items to source services, such as consulting or maintenance. A service item hierarchy can contain service lines, service outlines, and service items.

Feature ID	**UP-7455**
Name	**Enable service items (UP-7455, 3 of 4 toggles)**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

To enable service items and service item hierarchies, you must enable all of the following toggles:

- **UP-4293**
- **UP-5387**
- **UP-7455**
- **UP-18784**

You must also set the parameter **Application.ACM.ComplexServiceHierarchy.Enabled** to **Yes**.

In addition, a template creator must define objects for service item hierarchies in event templates as described in About the Definitions Tab (Item Definitions in Templates), "Service Items and Service Hierarchies".

Related Information

Intelligent Configuration Manager Administration
Event Service Items and Service Hierarchies
Service Items and Service Hierarchies in Guided Sourcing Events
About the Definitions Tab (Item Definitions in Templates)

UP-18784: Enable service items (UP-18784, 4 of 4 toggles)

You can use service items to source services, such as consulting or maintenance. A service item hierarchy can contain service lines, service outlines, and service items.

Feature ID	**UP-18784**
Name	**Enable service items (UP-18784, 4 of 4 toggles)**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba Contracts

To enable service items and service item hierarchies, you must enable all of the following toggles:

- **UP-4293**
- **UP-5387**
- **UP-7455**
- **UP-18784**

You must also set the parameter **Application.ACM.ComplexServiceHierarchy.Enabled** to **Yes**.

In addition, a template creator must define objects for service item hierarchies in event templates as described in About the Definitions Tab (Item Definitions in Templates), "Service Items and Service Hierarchies".

Related Information

Intelligent Configuration Manager Administration

Event Service Items and Service Hierarchies
Service Items and Service Hierarchies in Guided Sourcing Events
About the Definitions Tab (Item Definitions in Templates)

UP-7003: Category attribute hierarchy

Use a category attribute hierarchy to create item and attribute (term) combinations for specific products.

You can use a category attributes hierarchy to automatically add attributes to line items in sourcing events or contract documents based on category (commodity) or region. You can also use a category attribute hierarchy to automatically add questions, requirements, and product questionnaires to a sourcing event. A category attribute hierarchy can also store Article Master Data.

Feature ID	**UP-7003**
Name	**Category attribute hierarchy**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite (including previous subscriptions to SAP Ariba Collaborative Sourcing)

Related Information

Intelligent Configuration Manager Administration
Category Attribute Hierarchy

Supplier Management and Risk Self-Service Feature Toggles

- CommentsAndAttachmentsFeatureToggle: Allow multiple comments and attachments per answer in external questionnaires [page 890]
- SM-2861: Enable external supplier requests [page 890]
- SM-3492: Enable approval flow continuation from current node after requesting additional information [page 891]
- SM-4994: Enable synchronization of internal questionnaires only after approval [page 892]
- SM-5116: Enable status tracker for registration invitations [page 893]
- SM-5303: Enable SAP region code upload [page 894]
- SM-5694: Enable external validation of supplier creation [page 895]
- SM-6380: Enable business unit-specific notifications for external supplier requests [page 895]
- SM-14213: Enable supplier full name [page 897]
- SM-14271: Enable automatic network profile data synchronization [page 898]

SM-15622: Enable supplier contact name display with family name first [page 899]
SM-20904 : Enable custom senders for supplier registration invitations [page 899]
SM-23086 : Enable questionnaire data sync before setting status [page 900]
SM-28926: Enable hiding of Swift Code in Bank Account questions [page 901]
SR-CopyEngagement : Enable copying engagement requests [page 902]
SR-EngagementRequest : Enable control-based engagement risk assessments [page 902]
SR-PointBasedScoring : Enable point-based scoring for engagement requests [page 903]
ARI-4598 : Enable advanced send assessments [page 903]
ARI-6918 : Enable user task management in engagement requests [page 904]

CommentsAndAttachmentsFeatureToggle: Allow multiple comments and attachments per answer in external questionnaires

Allows external recipients to add multiple attachments and comments for each answer in a supplier management questionnaire. Recipients must upload one attachment at a time per comment.

Feature ID	**CommentsAndAttachmentsFeatureToggle**
Name	**Questionnaire answer type comment and attachment**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

This feature toggle controls the behavior of comments and attachments in external questionnaires that suppliers fill out on SAP Business Network. It doesn't apply to internal questionnaires, or to external registration questionnaires edited by internal users on behalf of suppliers.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SM-2861: Enable external supplier requests

Enables the external supplier request, also referred to as supplier self-registration, and adds the external request project template to your site. Suppliers can fill out and submit the form at the designated URL to introduce

themselves to your organization. After enabling this feature, configure and publish the template and construct the URL suppliers will use to access the external request form.

Feature ID	**SM-2861**
Name	**Enable external supplier requests**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture)

Construct the URL suppliers can use to open the external request using your site's URL:

```
https://yourSiteURL/ad/selfRegistration
```

For example:

```
https://mycompany.sourcing.ariba.com/ad/selfRegistration
```

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
External Supplier Requests
About the External Supplier Request Project Template
Restrictions, Requirements, and Helpful Hints for Setting up the External Supplier Request Project Template
Default Best Practice Content for the External Supplier Request
External Supplier Requests by Business Unit

SM-3492: Enable approval flow continuation from current node after requesting additional information

Enables approval flows to continue from the current approval node after an approver has requested additional information and a respondent has resubmitted the questionnaire. By default, when this feature is disabled, the approval flow restarts from the beginning.

Feature ID	**SM-3492**
Name	**Enable approval flow continuation from current node after requesting additional information**
Default Value	**No**

Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

When this feature is disabled and an approver requests additional information, the task with the previous approval graph is withdrawn. It's then reactivated with a regenerated approval graph, and starts again from the beginning of that flow.

> → Tip
>
> When this feature is enabled, resubmission of the questionnaire to provide additional information doesn't regenerate the approval graph. Therefore, the approval flow doesn't update based on any changed answers that can trigger conditional approval nodes in the task. To enable conditional updates to the approval flow based on answers changed during a request for additional information, use one of these options:
>
> - Keep this feature disabled.
> - Enable this feature, and create separate approval tasks for different approval conditions, chained as predecessors. That way, once the requested additional information is approved in a predecessor approval task, changed answers in that update can conditionally add other tasks next in the approval flow.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SM-4994: Enable synchronization of internal questionnaires only after approval

Requires that internal registration and qualification questionnaires be fully approved before answers in mapped questions are synchronized to the database and then to an integrated ERP system. By default, mapped answers are synchronized after questionnaire submission.

Feature ID	**SM-4994**
Name	**Enable synchronization of internal questionnaires only after approval**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

By default, in internal registration questionnaires with approval tasks, answers show in the supplier profile and are synchronized to integrated ERP systems as soon as the questionnaire is submitted, before questionnaire

approval. For external registration questionnaires, answers show in the supplier profile and are synchronized to the integrated ERP system only after the questionnaire is approved.

> → Tip
>
> Enable this feature to generate a complete integration payload with all internal and external questionnaire data after completion of related approval tasks.

Dependencies

When this feature is enabled, related feature **Enable questionnaire data sync before setting status** (SM-23086) allows approvers to address invalid answers during questionnaire approval.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
SM-23086 : Enable questionnaire data sync before setting status [page 900]

SM-5116: Enable status tracker for registration invitations

Enables a status tracker for email invitations for supplier registration, which shows when invitations are sent, opened, or bounced.

Feature ID	**SM-5116**
Name	**Enable status tracker for registration invitations**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

The email status tracker shows on the **Registration** detail page in the profiles of suppliers with new, in-progress registrations.

> ⓘ Note
>
> This feature is designed to track new registrations. Once the supplier's public (has a linked SAP Business Network account and ANID in your site), dates for registration re-invitations no longer update in the status tracker.

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.Registration.EnableStatusTrackerForRegistrationInvitations** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
New Supplier Registrations
Managing Configuration Parameters in Supplier Administration

SM-5303: Enable SAP region code upload

Enables an administrative task for uploading the SAP region code data that can prepopulate country/region fields fields in **Address** or **Extended Address** questions, and for dowloading sample or existing data.

Feature ID	**SM-5303**
Name	**Enable SAP region code upload**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Importing Custom Region Codes for Supplier Addresses

SM-5694: Enable external validation of supplier creation

Enables a final validation of supplier requests in an integrated SAP MDG system before supplier creation.

Feature ID	**SM-5694**
Name	**Enable external validation of supplier creation**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.SupplierRequest.EnableExternalValidationofSupplierCreation** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

After enabling both the feature toggle and the parameter, you must also configure the integration settings in your site to use MDG validation. For more information, see Requiring SAP MDG-S Validation and Approval of Supplier Creation in SAP Ariba Supplier Lifecycle and Performance.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Configuring a requirement for SAP MDG-S validation and approval of supplier creation in SAP Ariba Supplier Lifecycle and Performance
Managing Configuration Parameters in Supplier Administration

SM-6380: Enable business unit-specific notifications for external supplier requests

Enables display of business unit (department) name rather than the buyer organization's name in the external supplier request and in related notifications to suppliers and approvers.

Feature ID	**SM-6380**

Name	**Enable business unit-specific notifications for external supplier requests**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

When this feature is enabled, suppliers select the business unit to which they want to submit the external request from values defined by your site's department master data. You can use conditions to define conditional approval flows for the external by business unit.

This feature is only applicable in sites where the external supplier request feature (SM-2861) is enabled.

> **Note**
>
> When this feature is enabled:
>
> - The external supplier request form must include a **Department** question mapped to `matrix.Departments`.
> - Requesters can only select one department answer in both the internal and external supplier request. This behavior ensures that the external supplier request is routed to one specific business unit in your organization, but it also applies to any mapped **Department** question in the internal supplier request. It doesn't apply to any other supplier management questionnaires.

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.SupplierRequest. EnableBusinessUnitSpecificNotificationsForExternalSupplierRequests** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
SM-2861: Enable external supplier requests [page 890]
External Supplier Requests by Business Unit
Managing Configuration Parameters in Supplier Administration

SM-14213: Enable supplier full name

Adds a supplier full name field with a default length of 140 characters. The value in this field shows in the user interface of SAP Ariba applications, and is split into the four individual name fields for integration.

Feature ID	**SM-14213**
Name	**Enable supplier full name**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

This feature adds a new full name field to the supplier database for storing supplier names of up to 140 characters by default. SAP Ariba solutions use the data in this field to display full supplier names in search results, supplier profiles, contract workspaces, sourcing events, and procurement transactions.

> **Note**
>
> When enabling this feature, make sure that none of the supplier management questionnaires in your site contain any questions mapped to any of the individual numbered name fields, `vendor.vendorInfo.name1` through `vendor.vendorInfo.name4`.

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.Vendor.EnableSupplierFullName** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

Errors encountered when the feature is only partially enabled or when the `vendor.vendorInfo.fullName` field mapping is used incorrectly can include:

- Errors of "ariba.util.core.FatalAssertionException: Failed to find a supplier with smVendorId id SMxxxx" when adding supplier contacts in the **Contacts** area of a supplier profile.
- Failure to create a supplier profile after supplier request approval (missing **View supplier profile** button).
- Errors in processing automatic approvals of supplier requests.

An additional feature, SM-36076, increases the size of the `vendor.vendorInfo.fullName` field to 160 characters and the sizes of the four individual name fields to 40 characters each. You can enable this feature using the **Application.SM.Application.SM.Enable160CharacterSupportForFullName** parameter in **SM Administration** > **Configuration Parameters**.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Support for Supplier Display Names Longer Than 35 Characters in SAP Ariba Solutions
Managing Configuration Parameters in Supplier Administration
Increase maximum size for name fields to 40 characters each in applied field restrictions

SM-14271: Enable automatic network profile data synchronization

Enables automatic synchronization of supplier profile data from SAP Business Network to supplier organizations, which adds network profile data to applicable fields in supplier profiles. By default, network profile data is only synchronized through mapped questions in questionnaires.

Feature ID	**SM-14271**
Name	**Enable automatic network profile data synchronization**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

When SAP Ariba Supplier Lifecycle and Performance or SAP Ariba Supplier Information and Performance Management (new architecture) isn't enabled in a site, for public suppliers, updates to SAP Business Network common supplier profile fields automatically synchronize to supplier organizations. When SAP Ariba Supplier Lifecycle and Performance or SAP Ariba Supplier Information and Performance Management (new architecture) is enabled in a site, however, that synchronization isn't automatic by default. Instead, you control synchronization of individual SAP Business Network profile fields using field mappings to those fields.

This feature enables automatic synchronization of SAP Business Network common supplier profile fields to supplier profiles when SAP Ariba Supplier Lifecycle and Performance or SAP Ariba Supplier Information and Performance Management (new architecture) is enabled in a site independent of SAP Business Network field mappings in questionnaires. Information from SAP Business Network shows in the **ERP data** area of the supplier profile.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
About Field Mappings for SAP Business Network Supplier Profile Fields

SM-15622: Enable supplier contact name display with family name first

Shows supplier contact names in reverse order, with family name first, then middle name (if any), then first name, in the user interface and email notifications.

Feature ID	**SM-15622**
Name	**Enable supplier contact name display with family name first**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.Contact.EnableSupplierContactNameDisplayWithFamilyNameFirst** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Managing Configuration Parameters in Supplier Administration
Setting Up Your Site to Show Contact Names with Family Name First

SM-20904 : Enable custom senders for supplier registration invitations

Enables registration managers to choose requesters for supplier registrations, and shows the requester as the sender in registration invitations.

Feature ID	**SM-20904**
Name	**Enable custom senders for supplier registration invitations**
Default Value	**No**

Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

This feature adds a new step in manual registration invitations where registration managers can choose the requester for the registration, such as an individual in your organization with whom the supplier is familiar or already has a relationship. The requester's name shows in the "From" field of registration invitations.

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.Registration.EnableCustomSendersforSupplierRegistrationInvitations** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Inviting a Supplier to Register
Managing Configuration Parameters in Supplier Administration

SM-23086 : Enable questionnaire data sync before setting status

Enables synchronization of internal and external questionnaires to supplier profiles before setting questionnaire status so that sync failures due to invalid answers can be addressed in the approval workflow.

Feature ID	**SM-23086**
Name	**Enable questionnaire data sync before setting status**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture) • SAP Ariba Strategic Sourcing Suite

This feature synchronizes registration questionnaire answers to the supplier's profile after final approval of a new registration but before the supplier moves to **Registered** status. With this order of operations, if the synchronization fails because of invalid answers, the registration remains in **Pending Approval** status and the final approver can request additional information to fix invalid answers.

Dependencies

This feature is only applicable if the feature **Enable synchronization of internal questionnaires only after approval** (SM-4994) is enabled in your site.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
SM-4994: Enable synchronization of internal questionnaires only after approval [page 892]

SM-28926: Enable hiding of Swift Code in Bank Account questions

Hides the **Swift Code** field in **Bank Account** questions.

Feature ID	**SM-28926**
Name	**Enable hiding of Swift Code in Bank Account questions**
Default Value	**No**
Products	• SAP Ariba Supplier Lifecycle and Performance • SAP Ariba Supplier Information and Performance Management (new architecture)

In SAP Ariba, the **Swift Code** field in **Bank Account** questions is mapped to an external ID field in integrated SAP ERP systems. Therefore, inclusion of SWIFT codes in bank account information sent to the ERP system can cause errors if questionnaire recipients add the same code for more than one bank account (for example, if a supplier adds multiple accounts with the same bank). The related error message from the ERP system is: "Bank details with reference number ***** already exists." Enabling this feature prevents these errors.

Dependencies

Enabling or disabling this feature requires corresponding changes to the settings of both this feature toggle and the **Application.SM.Bank.HideSWIFTCodeinBankAccountQuestions** parameter in **SM Administration** > **Configuration Parameters**. Partially enabling or disabling the feature by changing the setting for one but not the other can cause unpredictable behavior or errors.

Related Information

Intelligent Configuration Manager Administration

Managing Feature Toggles for the Site [page 861]
Bank Account Questions for Collecting Supplier Bank Information
Managing Configuration Parameters in Supplier Administration

SR-CopyEngagement : Enable copying engagement requests

Enables display of the **Copy Request** option in the **Action** menu on engagement details pages. Use the **Copy Request** option to copy the business details and inherent risk screening questionnaire answers from an existing enagement request to the new engagement request.

Feature ID	**SR-CopyEngagement**
Name	**Enable copying engagement requests**
Default Value	**No**
Products	SAP Ariba Supplier Risk

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Copying a Control-Based Engagement Risk Assessment Project to Create a New Engagement Request

SR-EngagementRequest : Enable control-based engagement risk assessments

Enables the base feature for control-based engagement risk assessment projects, which use a templated workflow to apply risk controls to supplier or other engagements.

Feature ID	**SR-EngagementRequest**
Name	**Enable control-based engagement risk assessments**
Default Value	**No**
Products	SAP Ariba Supplier Risk

After enabling this feature, enable any optional related features and set up and publish project templates for the engagement request and assessment questionnaires.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

Workflow for Setting Up Control-Based Engagement Risk Assessment Projects
Optional Features for Control-based Engagement Risk Assessments

SR-PointBasedScoring : Enable point-based scoring for engagement requests

Enables point-based scoring for engagement requests. By default, when this feature is disabled, engagement requests use percentage-based scoring.

Feature ID	**SR-PointBasedScoring**
Name	**Enable point-based scoring for engagement requests**
Default Value	**No**
Products	SAP Ariba Supplier Risk

Point-based scoring is an option for scoring the survey documents in the engagement request project template. It's not available in modular questionnaires.

Dependencies

The self-service site configuration parameter **and ranges for engagement questionnaires** (`Application.SR.Engagement.RiskPointBasedScoreRanges`) defines the ranges of point-based scores that correspond to low, medium, or high risk ratings.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Adding Scoring to the Engagement Request Inherent Risk Screening Questionnaire
Point-Based Scoring Versus Percentage-Based Scoring
Define point-based scoring ratings and ranges for engagement questionnaires

ARI-4598 : Enable advanced send assessments

Enable or disable advanced send assessments.

Feature ID	**ARI-4598**
Name	**Enable advanced send assessments**
Default Value	**No**

Products	SAP Ariba Supplier Risk

This feature introduces enhancements to the workflow for sending assessment questionnaires in control-based engagement risk assessment projects to support a more complex workflow with multiple rounds of assessments, and potentially different rounds of external and internal assessments before and after the engagement supplier is selected. In the enhanced workflow, owners of the send assessments To Do task can select which assessments to send at a given time, send different assessments at different times, select the recipients for each assessment, and add a supplier for the engagement after sending internal assessments.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
Sending Assessment Questionnaires for a Control-Based Engagement Risk Assessment Project (Advanced Workflow)

ARI-6918 : Enable user task management in engagement requests

Enables display of the **Assign to** option for the tasks in an engagement request. Users with required permissions can assign, claim, or reassign specific tasks in an engagement request.

Feature ID	**ARI-6918**
Name	**Enable user task management in engagement requests**
Default Value	**No**
Products	SAP Ariba Supplier Risk

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]
How to Assign or Reassign a Control Review or Questionnaire To Do Task for an Engagement

DMS Self-Service Feature Toggles

SRC-1401: Enable public RFx [page 905]
SRC-1401: Enable bonus-penalty enhancements [page 905]
SRC-1401: Enable sorting on event participants [page 906]

SRC-1401: Enable downloading all grader comments [page 906]

SRC-1401: Enable downloading grader file attachments [page 907]

UP-1968: Enable simple RFx enhanced [page 907]

UP-609: Enable lookup table formulas in sourcing event content [page 908]

UP-6884: Enable PIR integration [page 908]

UP-789: Enable simple RFx [page 909]

UP-752: Enable pricing conditions [page 910]

DMS-15883: Enable 4BL and 4QN scope item owners to use the guided sourcing interface for the Award Confirmation tab [page 910]

SRC-1401: Enable public RFx

Enables indicating that the sourcing event is for the public sector.

Feature ID	**SRC-1401**
Name	**Enable Public RFx**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SRC-1401: Enable bonus-penalty enhancements

Enables bonus-penalty custom worksheet and follow-on auction.

Feature ID	**SRC-1401**
Name	**Enable bonus-penalty enhancements**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SRC-1401: Enable sorting on event participants

Allows users to specify sorting criteria for the event participants.

Feature ID	**SRC-1401**
Name	**Enable sorting on event participants**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SRC-1401: Enable downloading all grader comments

Allows the event owner to export all the comments entered by graders during team grading, to an Excel file and download the file.

Feature ID	**SRC-1401**
Name	**Enable downloading all grader comments**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

SRC-1401: Enable downloading grader file attachments

Allows the event owner to download the attachments uploaded by graders during team grading.

Feature ID	**SRC-1401**
Name	**Enable downloading grader file attachments**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

UP-1968: Enable simple RFx enhanced

Allows additional features for simple RFx events, such as inviting suppliers, and exporting, accepting, or importing a Microsoft Excel file that contains supplier pricing information, sourcing event, and bidding data.

Feature ID	**UP-1968**
Name	**Enable simple RFx enhanced**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Dependencies

The following feature toggles must be enabled:

- **UP-789**
- **UP-752**

To define the pricing condition settings while creating a simple RFx, create an **External system** for the realm.

Related Information

Intelligent Configuration Manager Administration

Managing Feature Toggles for the Site [page 861]

UP-609: Enable lookup table formulas in sourcing event content

Allows lookup table formulas to be used at the realm, template and/or at the event levels.

Feature ID	**UP-609**
Name	**Enable lookup table formulas in sourcing event content**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

To use this feature, ensure that the `Application.ACM.EnableLookupTable` parameter is enabled.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

UP-6884: Enable PIR integration

Allows support for Purchase Information Record (PIR) document type.

Feature ID	**UP-6884**
Name	**Enable PIR integration**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

This feature also supports pricing conditions integration for time breaks in events and contracts.

Dependencies

The following feature toggles must be enabled:

- **UP-616**
- **UP-752**
- **UP-6656**

- **DMS-4923**
- **UP-7353**
- **DMS-5018**

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

UP-789: Enable simple RFx

Allows buyers to create simple RFx events with minimal effort without many parameters, formulas, or rules.

Feature ID	**UP-789**
Name	**Enable simple RFx**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Dependencies

The following feature toggles must be enabled:

- **UP-752**
- **UP-1968**

To define the pricing condition settings while creating a simple RFx, create an **External system** for the realm.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

UP-752: Enable pricing conditions

Allows buyers to specify volume and time pricing conditions for cost terms that have time or volume components to describe how these may impact costs in the future.

Feature ID	**UP-752**
Name	**Enable pricing conditions**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Dependencies

The following feature toggles must be enabled:

- **UP-789**
- **UP-1968**

To define the pricing condition settings while creating a simple RFx, create an **External system** for the realm.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

DMS-15883: Enable 4BL and 4QN scope item owners to use the guided sourcing interface for the Award Confirmation tab

Allows 4BL and 4QN scope item owners to use the guided sourcing interface for the **Award Confirmation** tab.

Feature ID	**DMS-15883**
Name	**Enable 4BL and 4QN scope item owners to use the guided sourcing interface for the Award Confirmation tab**
Default Value	**No**
Products	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

Cross-Product Self-Service Feature Toggles

PL-16983: Enable ActAs feature [page 911]
PL-24726 :Advanced precision handling for European locales [page 912]

PL-16983: Enable ActAs feature

Enables the ActAs feature. With this feature, users will be able to act as other users, without needing to be a Customer Administrator.

Feature ID	**PL-16983**
Name	**Enable ActAs feature**
Default Value	No
Products	• SAP Ariba Buying • SAP Ariba Buying and Invoicing • SAP Ariba Invoice Management • SAP Ariba Contracts • SAP Ariba Sourcing • SAP Ariba Strategic Sourcing Suite

This feature introduces a new group, **Act As**, that gives its members the ability to act as other users. Earlier, this ability was available only to the members of the **Customer Administrator** group, which is the most powerful group available to customers. The new group allows customers to assign users to act as other users without assigning other administrator privileges associated with the customer administrator group. Users who are members of both the **Customer User Admin** group and the **Act As** group can add users to and remove users from the **Act As** group.

> **Note**
>
> - Users assigned to this group can only act as users under **User Manager** > **Users**. For acting as supplier users under **Supplier and Customer Manager** > **Users**, users must also have the roles and permissions required for accessing the **Supplier and Customer Manager** workspace assigned to them.
> - In suite-integrated environments, this feature must be enabled separately on the integrated Buying and Invoicing solution and Sourcing solution sites.

After enabling the feature toggle, you can turn on additional security by enabling the **Send email notifications to Act As users** (`Application.Base.ActAs.Security.EnableEmailNotification`) parameter to send email notifications to users when members of the **Act As** group act instead of them.

For more information, see Enabling Non-Administrators to Act as Another User

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

PL-24726 :Advanced precision handling for European locales

Enables advanced precision handling for European locales.

Feature ID	**PL-24726**
Name	**Advanced precision handling for European locales**
Default Value	
Products	• SAP Ariba Buying • SAP Ariba Buying and Invoicing • SAP Ariba Invoice Management • SAP Ariba Contracts • SAP Ariba Sourcing • SAP Ariba Strategic Sourcing Suite

Enable this feature toggle to ensure that the advanced precision handling feature works correctly with locales that use the comma (,) as the decimal separator and the period (.) as the digit group or thousands separator. This applies to European locales as well as non-English locales in other regions. It addresses scenarios where precision was incorrectly applied in these locales.

Related Information

Intelligent Configuration Manager Administration
Managing Feature Toggles for the Site [page 861]

Ability to Manage Configuration Bundles in Intelligent Configuration Manager

Business Details

With this feature, customer and partner administrators can now manage bundles of site configuration settings in the **Intelligent Configuration Manager** workspace to quickly migrate multiple settings at the same time. They can package their site's configurations into a bundle that can later be deployed to other sites.

Changes to the User Interface

A new **Bundles** menu option is added to the navigation bar in the **Intelligent Configuration Manager** workspace.

Implementation Details

General Prerequisites

- You must be a member of the **Partner Administrator** group to create configuration bundles.
- You must be a member of the **Customer Administrator** or **Partner Administrator** group to apply configuration bundles.

Business End User Tasks

- Configuration Bundles in Intelligent Configuration Manager [page 915]
- Workflow for Creating and Applying Configuration Bundles [page 916]
- Bundle Management in Intelligent Configuration Manager [page 918]
- Creating Configuration Bundles in Your Site [page 920]
- Sharing Configuration Bundles with Customer Sites [page 922]
- Deactivating Configuration Bundles in Your Site [page 926]
- Downloading Configuration Bundles in Your Site [page 927]
- Uploading Configuration Bundles to Customer Sites [page 928]
- Applying Configuration Bundles to a Different Site [page 930]
- Configuration Types [page 932]

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	PLICM-4464
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Configuration Bundles in Intelligent Configuration Manager

Customer and partner administrators can manage bundles of site configuration settings in the **Intelligent Configuration Manager** workspace to quickly migrate multiple settings at the same time.

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

A configuration bundle is a set of configuration settings available for your site. A configuration bundle can contain various configuration types, for example, parameter settings, branding settings, language settings, and so on. Partner and customer administrators can package their site's configurations into a bundle that can later be deployed to other sites. They can reduce some manual tasks and deployment time by applying a previously created bundle. For a list of the configuration settings supported in bundles, see Configuration Types [page 932].

In suite-integrated configurations, you must create and apply configuration bundles in each site separately. Consider the following scenarios when creating and applying configuration bundles in the site:

Site type	Create bundle in site	Apply bundle to site
Standalone	Standalone	Standalone
Suite integrated	Sourcing and Contracts	Sourcing and Contracts

Guidelines for Configuration Bundles

SAP Ariba recommends the following guidelines for managing configuration bundles without impacting normal business operations:

- You can create configuration bundles in any site, for example, test or production site. However, you should share and apply configuration bundles in test sites only.
- A set of configuration types are included for the **Sourcing and Contracts** sites. You can't change them or select them separately when creating or applying configuration bundles.
- You can apply multiple configuration bundles in your site. You can also make additional configuration changes manually in the **Intelligent Configuration Manager** workspace, see Workflow for Updating Configurations for the Site.
- You can share configuration bundles that are created in the same data center. For details, refer to Sharing Configuration Bundles with Customer Sites [page 922]. You can upload configuration bundles that are created in different data centers, see Uploading Configuration Bundles to Customer Sites [page 928].
- The bundle creation and application process may take some time. Therefore, don't make other configuration updates in your site while a configuration bundle operation is in progress. Similarly, finish all pending configuration packages before creating or applying bundles in the site. Some options are disabled when a bundle operation is in progress.

- If the bundle creation process fails, you can create a new bundle again. Similarly, if the bundle application process fails initially, you can apply the same bundle again.

  Workflow for Creating and Applying Configuration Bundles [page 916]

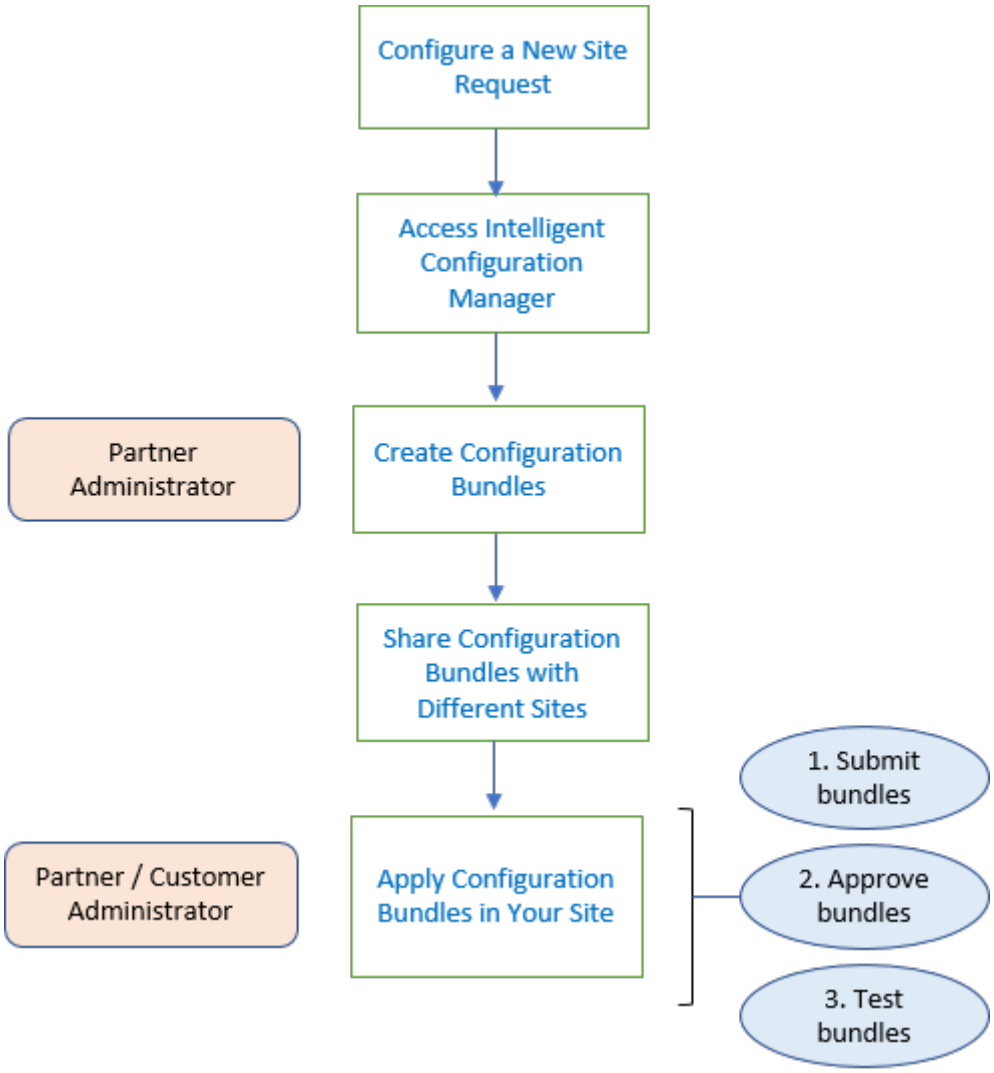
  Bundle Management in Intelligent Configuration Manager [page 918]

Workflow for Creating and Applying Configuration Bundles

As a partner administrator, you can create and apply configuration bundles in the customer's site. As a customer administrator, you can apply configuration bundles in your site.

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

The following diagram illustrates the create and apply process of configuration bundles in the site.



1. Your Designated Partner Contact (partner administrator) receives a case to configure a customer site.
2. The partner administrator signs in to the site and opens the **Intelligent Configuration Manager** workspace. See Accessing Intelligent Configuration Manager Workspace.
3. The partner administrator creates a configuration bundle for your site. See Creating Configuration Bundles in Your Site [page 920].
4. The partner administrator shares the configuration bundle with your site so that it can be applied. See Sharing Configuration Bundles with Customer Sites [page 922].
5. The partner administrator or a customer administrator signs in to the site and applies the configuration bundle by following these steps. See Applying Configuration Bundles to a Different Site [page 930].
    1. **Submit**: An administrator reviews the configuration bundle information, submits the bundle for approval.
    2. **Approve**: An administrator (acting as a approver) reviews the configuration bundle changes, approves and applies the bundle.
    If an administrator rejects a bundle, an administrator submits the bundle again for approval.
    If an approval process fails, an administrator resubmits the bundle for approval.
    3. **Test**: An administrator (acting as a tester) verifies the configuration bundle updates in the site.

Optionally, a customer administrator makes additional configuration updates in their site after the bundle application process is completed. For details, see Workflow for Updating Configurations for the Site.

Bundle Management in Intelligent Configuration Manager

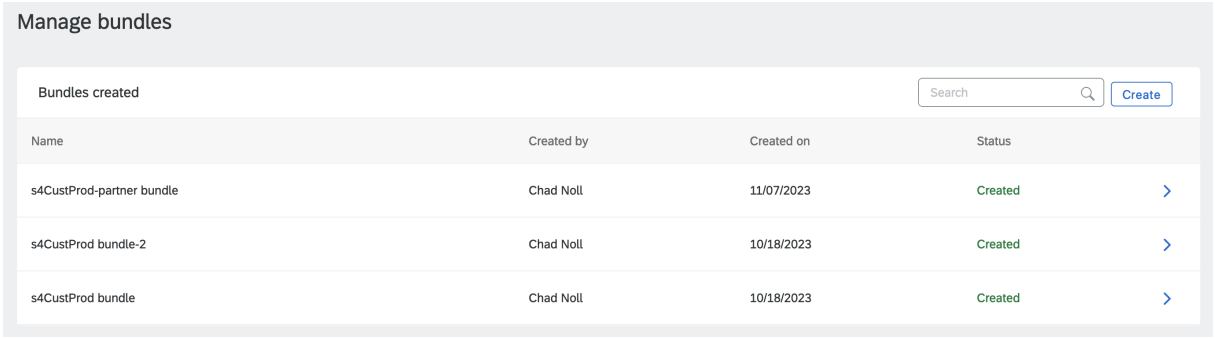
The **Manage bundles** page provides main controls for bundle administration tasks. It also includes the latest status information for configuration bundles.

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

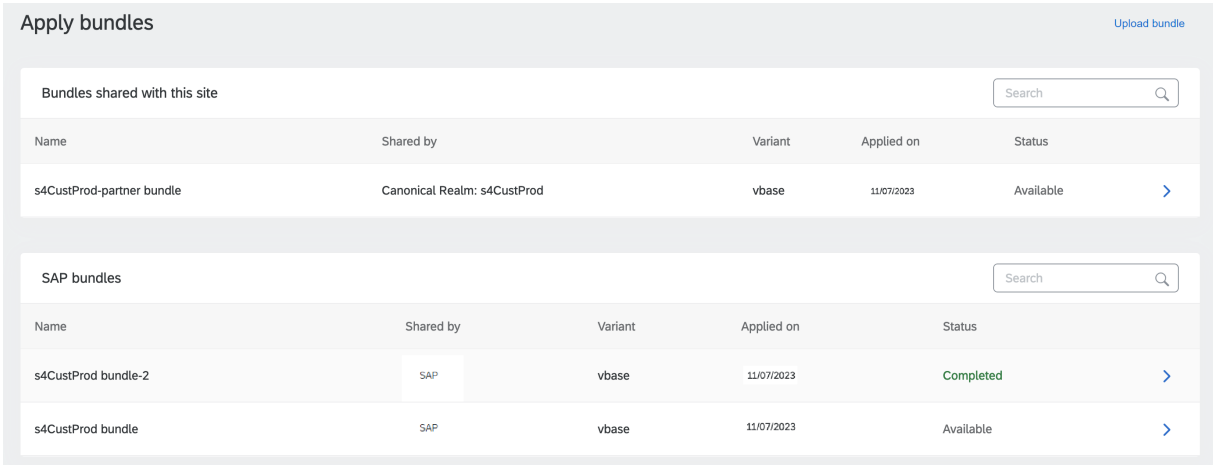
The **Manage bundles** and **Apply bundles** pages show the following sections:

> ⓘ Note
>
> The sections available to you depend on the functionality you're authorized to access in the **Intelligent Configuration Manager** workspace.

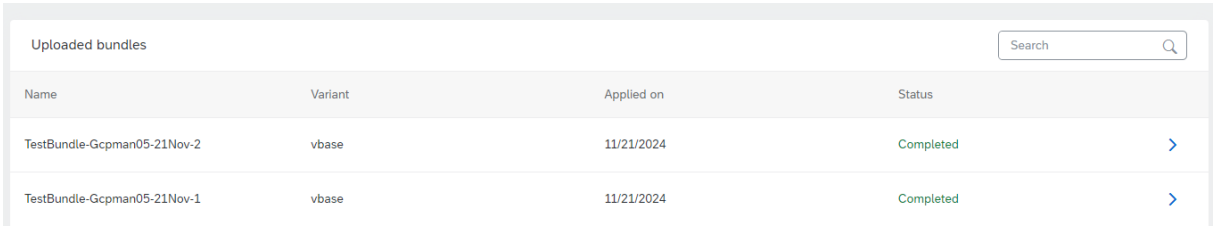
- **Bundles created** section lists bundles created in this site. Each bundle row shows the bundle name, who created it, when it was created, and the status.



- **Bundles shared with this site** section lists all preconfigured bundles that are shared with your site (within the same data center) and it can be applied in your site. Each bundle row shows the bundle name, which site shared this bundle, the variant type of the site, when it was applied to this site, and the status.
- **SAP bundles** section lists all SAP created bundles which can be applied in your site. Each bundle row shows the bundle name, which site shared this bundle, the variant type of the site, when it was applied to this site, and the status.



- **Uploaded bundles** section lists all configuration bundles that are uploaded in your site. Each bundle row shows the bundle name, the variant type of the site, when it was applied to this site, and the status.



For each bundle row, select > to open and view the bundle details page.

From the **Home** page on the Intelligent Configuration Manager Dashboard, the **My action items** tile lists all configuration bundles that require action from you, and use the **Activities** tile to view all configuration bundles related activities in the site. Each bundle row specifies the name of the bundle, who created or updated it, date of the activity, and status.

The audit log captures all user actions such as who created the configuration bundle, who applied it, approved it, tested it, and the time. Use the event type **Data modification** to view the related activities. For more information, refer to Audit Information in Intelligent Configuration Manager.

The following table explains the statuses that appear on the **Manage bundles** and **Apply bundles** pages.

Status	Description
Manage bundles	
In progress	The create bundle process is in progress.
Created	The bundle is created.
Shared	The bundle is shared with other sites.
Failed	The bundle creation process failed. You can check the details when you select the status.
Deactivated	The bundle is deactivated and can't be shared with customer sites.
Apply bundles	
Available	The bundle is shared and available to apply in your site.
Ready to approve	The bundle is ready for approval.
Applying	The bundle is being applied in your site.
Rejected	The bundle is rejected.
Failed	The bundle application process failed. You can check the details when you select the status.
Ready to test	The bundle is applied in your site and is ready for testing.
Completed	The bundle is applied successfully in the site.

Creating Configuration Bundles in Your Site

Use this procedure to create configuration bundles in your site using the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Partner Administrator** group and **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.
- Contact SAP Ariba Support to enable the PLCS-10229 feature in your partner site.

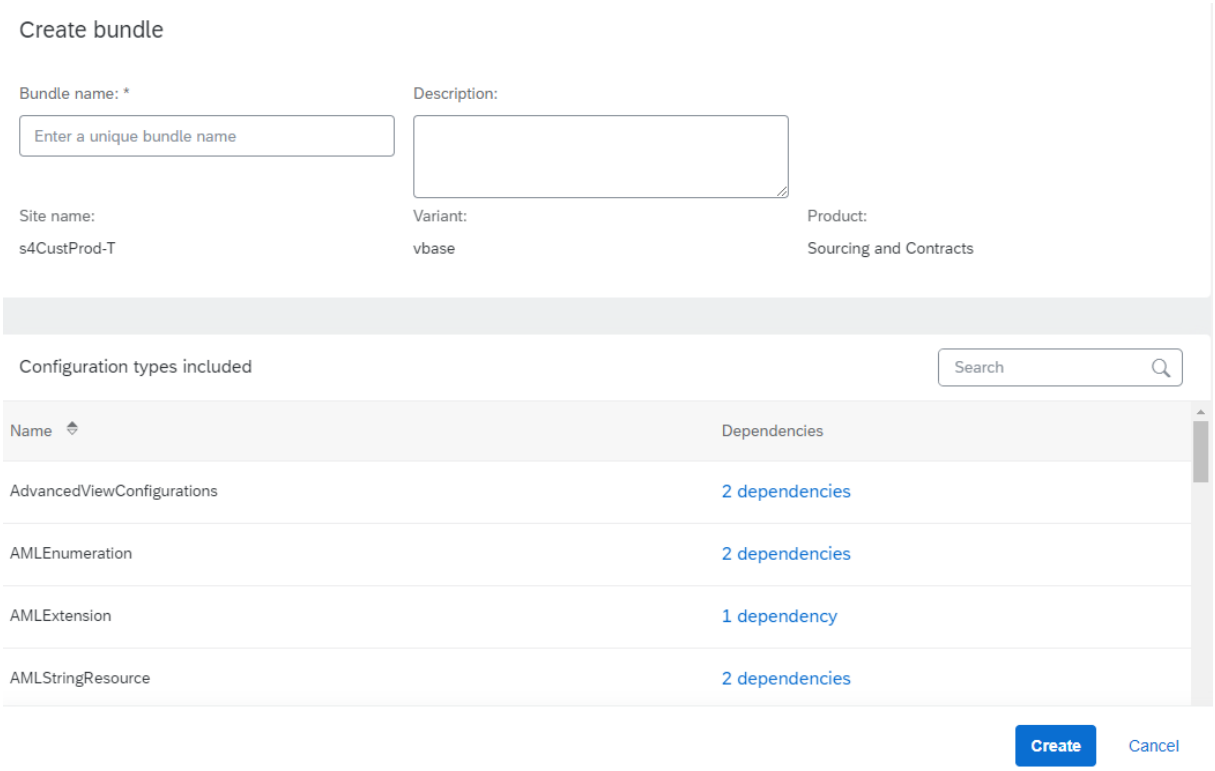
Context

The site name is the name of your site. The site includes: Sourcing and Contracts solutions. For a list of the configuration settings supported in bundles, refer to Configuration Types [page 932].

Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose **Bundles** > **Manage bundles** >.
3. From the **Manage bundles** page, in the **Bundles created** section, select **Create** to create a new bundle in your site.

   > ⓘ Note
   >
   > You can create only one bundle at a time in your site. You can create a new bundle after the previous bundle creation process is completed.
4. On the **Create bundle** page, enter information in the **Bundle name** field. This is a required field. It must be a unique name and can be up to 128 characters long.
5. Enter information in the **Description** field. It can be up to 255 characters long.



The **Configuration types included** section displays all configuration types included in this bundle. Select the link in the **Dependencies** column to view the dependencies associated with that configuration type. The **Status** column appears when any configuration type fails. Otherwise, this column is not visible.

6. Select **Create**.
7. Select the checkboxes on the confirmation box and select **Create bundle** to create a new bundle in your site.

Results

The bundle creation process may take some time. You can check status of the newly created bundle in the **Bundles created** section on the **Manage bundles** page. If the bundle creation task fails, create a new bundle again.

Next Steps

Partner administrators can share configuration bundles with customers. For details, see Sharing Configuration Bundles with Customer Sites [page 922].

Sharing Configuration Bundles with Customer Sites

Use this procedure to share configuration bundles with customer sites (to apply in a different site) using the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Partner Administrator** group and **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.
- A configuration bundle has been created. For details, see Creating Configuration Bundles in Your Site [page 920].

Context

By default, SAP configured bundles are shared with customer sites. You can share the configuration bundles you created with multiple customer sites that are in the same data center. When sharing configuration bundles with other test sites, consider the scenarios listed here: Configuration Bundles in Intelligent Configuration Manager [page 915]. If you want to share configuration bundles that are created in different data centers, you can upload bundles to the customer site. For more information, see Uploading Configuration Bundles to Customer Sites [page 928].

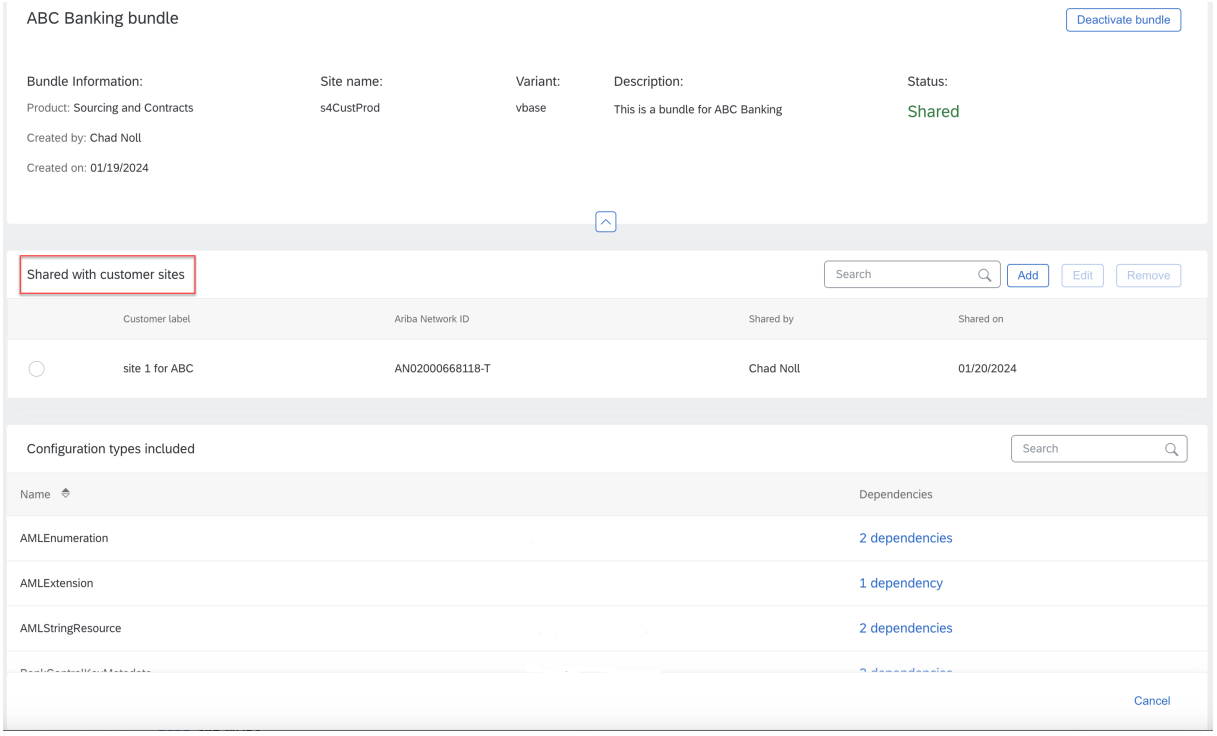
The Ariba Network ID, also called ANID, is available along with the System ID in the notification that is sent when the site is provisioned. However, the System ID can be different if already configured with customer's SAP Business Network buyer account. If the System ID defined on the SAP Business Network buyer account for a particular child site is different than what is available in the site provisioning email, submit a case to SAP Ariba Support to match the System IDs.

Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose **Bundles** > **Manage bundles** >.
3. From the **Manage bundles** page, the **Bundles created** section lists all preconfigured bundles created in this site. These can be shared with multiple customer sites.

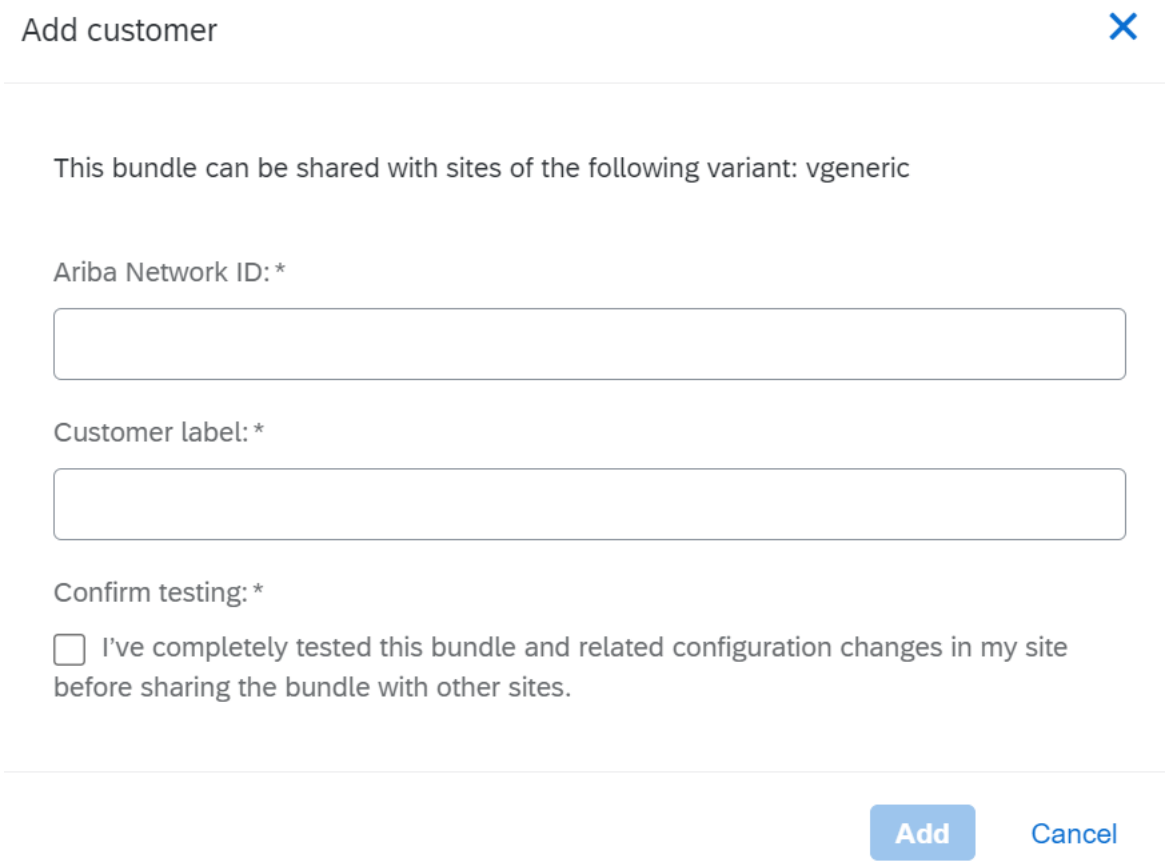
Optionally, use the full-text search criteria in the search ( ) field to search for the bundle.

4. Choose a bundle row with the **Created** status that you want to share by selecting to open and view the bundle details page.
5. From the **Shared with customer sites** section, select **Add** to add a new customer site to share the bundle with.



6. In the **Add customer** box, update the following required fields:
   - **Ariba Network ID**: Enter the Ariba Network ID, also called ANID. Make sure to include the System ID for child sites. For example, CHILD1-AN012345-T, AN034567-CHILD1, where CHILD-1 is the System ID.
   - **Customer label**: Enter the customer site details to identify the customer site uniquely. For example, if you've multiple sites associated with the customer that need some identification.
   - **Confirm testing**: Select the checkbox to confirm your testing and verification of the bundle.

   Select **Add** to add a customer site.



Results

The newly added customer site row shows in the **Shared with customer sites** section on the bundle details page. You can add multiple customer sites. To edit the customer label, or remove a customer site from the shared bundles, refer to Editing or Removing Customer sites from Shared Configuration Bundles [page 925].

Next Steps

Partner administrators or customer administrators can apply configuration bundles to your sites. For details, see Applying Configuration Bundles to a Different Site [page 930].

Editing or Removing Customer sites from Shared Configuration Bundles

Use this procedure to edit or remove customer sites with whom you've shared configuration bundles in the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Partner Administrator** group and **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.
- A configuration bundle is shared with a customer site. For details, see Sharing Configuration Bundles with Customer Sites [page 922].

Context

The **Shared with customer sites** section shows a list of customer sites with whom you've shared this configuration bundle. You can update the customer information or remove customer sites if you don't want to share the bundle with that customer site.

Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose **Bundles** > **Manage bundles**.
3. From the **Manage bundles** page, the **Bundles created** section lists all preconfigured bundles created in this site. These can be shared with multiple customer sites.

   Optionally, use the full-text search criteria in the search (🔍) field to search for the bundle.
4. Choose a bundle row with the **Created** status that you want to share by selecting > to open and view the bundle details page.
5. From the **Shared with customer sites** section, choose a row by selecting the radio button.
   - To update the customer site details, select **Edit**. In the **Edit customer label** box, update the **Customer label** field, and select **OK**.

- To remove the bundle from a customer site, select **Remove**. In the conformation box, select **Remove**.

Results

The **Shared with customer sites** section is updated on the bundle details page.

Deactivating Configuration Bundles in Your Site

Use this procedure to deactivate configuration bundles in the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Partner Administrator** group and **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.
- A configuration bundle has been created in the site. For details, see Creating Configuration Bundles in Your Site [page 920].

Context

You can deactivate configuration bundles from all sites it's shared with, the bundle status changes to **Deactivated**. For example, you created a configuration bundle, but don't want to share with customer sites after testing, or want to share it at a later time. You can activate the deactivated bundles at any time by selecting the **Activate bundle** button.

You can't apply deactivated bundles in any site. If you share a configuration bundle with a customer site, and then deactivate it, the bundle is removed from the **Bundles shared with this site** section on the **Apply bundles** page. However, if the deactivated bundle is being applied to the other site, that bundle application process is completed.

Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose **Bundles** > **Manage bundles**.
3. From the **Manage bundles** page, the **Bundles created** section lists all preconfigured bundles created in this site. These can be shared with multiple customer sites.

   Optionally, use the full-text search criteria in the search ( ) field to search for the bundle.
4. Choose a bundle row that you want to deactivate by selecting > to open and view the bundle details page.
5. Select the **Deactivate bundle** button, located on the upper right side, to deactivate the bundle.

Results

The bundle status changes to **Deactivated** on the **Manage bundles** page. You can't apply deactivated bundles in any site.

Downloading Configuration Bundles in Your Site

Use this procedure to download configuration bundles in your site using the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Partner Administrator** group and **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.
- A configuration bundle has been created in the site. For details, see Creating Configuration Bundles in Your Site [page 920].

Context

You can download configuration bundles that are created in your site. You can share the downloaded bundle with customer sites that are in different data centers.

Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose **Bundles** > **Manage bundles** .
3. From the **Manage bundles** page, the **Bundles created** section lists all preconfigured bundles created in this site. These can be shared with multiple customer sites.

   Optionally, use the full-text search criteria in the search ( ) field to search for the bundle.
4. Choose a bundle row with the **Created** status that you want to download by selecting to open and view the bundle details page.
5. To download a bundle, select the **Download bundle** link located on the upper right side of the page.

Results

The selected bundle is downloaded as a ZIP file. You can share the downloaded bundle with customer sites that are in different data centers. For details, see Uploading Configuration Bundles to Customer Sites [page 928].

Uploading Configuration Bundles to Customer Sites

Use this procedure to upload configuration bundles to customer sites that are in different data centers using the **Intelligent Configuration Manager** workspace.

Prerequisites

> **Restriction**
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Partner Administrator** or **Customer Administrator** group.

- You must use the **Sourcing and Contracts** site for this functionality.
- A configuration bundle has been created in the site. For details, see Creating Configuration Bundles in Your Site [page 920].
- A configuration bundle has been downloaded. For details, see Downloading Configuration Bundles in Your Site [page 927]

Context

You can download a configuration bundle in your site. Then, you can upload the same bundle and apply it to a customer site if it is in a different data center. For example, you created a bundle in the site that is in the US data center and you want to apply that bundle to a site that is in the Japan data center. From the **Apply bundles** page, the **Uploaded bundles** section shows all uploaded configuration bundles in your site. The **Uploaded bundles** section is empty when there are no uploaded bundles in the site.

You can upload one bundle file at a time. You cannot upload the same bundle file in the site. Also, the ERP variant type of a bundle must match the variant type of the site to which it's being uploaded. In multi-ERP configurations, you should upload bundles created in different data centers to the corresponding site. For example, if you create a bundle in the parent site, upload it to the parent site. If you create a bundle in the child site, upload it to the child site.

Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose **Bundles** > **Apply bundles**.
3. From **Apply bundles** page, select the **Upload bundle** link located on the upper right side of the page.
4. Select the **Upload bundle** button to upload the configuration bundle ZIP file.

   If you can't upload the bundle file or if the upload task fails, you need to submit a case to SAP Ariba Support.

Results

The configuration bundle is uploaded in the site. You can review the bundle information on the bundle details page.

Next Steps

Partner administrators or customer administrators can apply configuration bundles to your sites. For details, see Applying Configuration Bundles to a Different Site [page 930].

Applying Configuration Bundles to a Different Site

Use this procedure to apply configuration bundles to a different site using the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.
- A configuration bundle has been created and shared with different sites.

Context

By default, SAP configured bundles are available in your site. Also, partner administrators can share some preconfigured bundles with your site, see Sharing Configuration Bundles with Customer Sites [page 922]. You can apply these preconfigured bundles in your site. When applying a bundle in your site, make sure to follow these 3 steps: Submit, Approve, and Test.

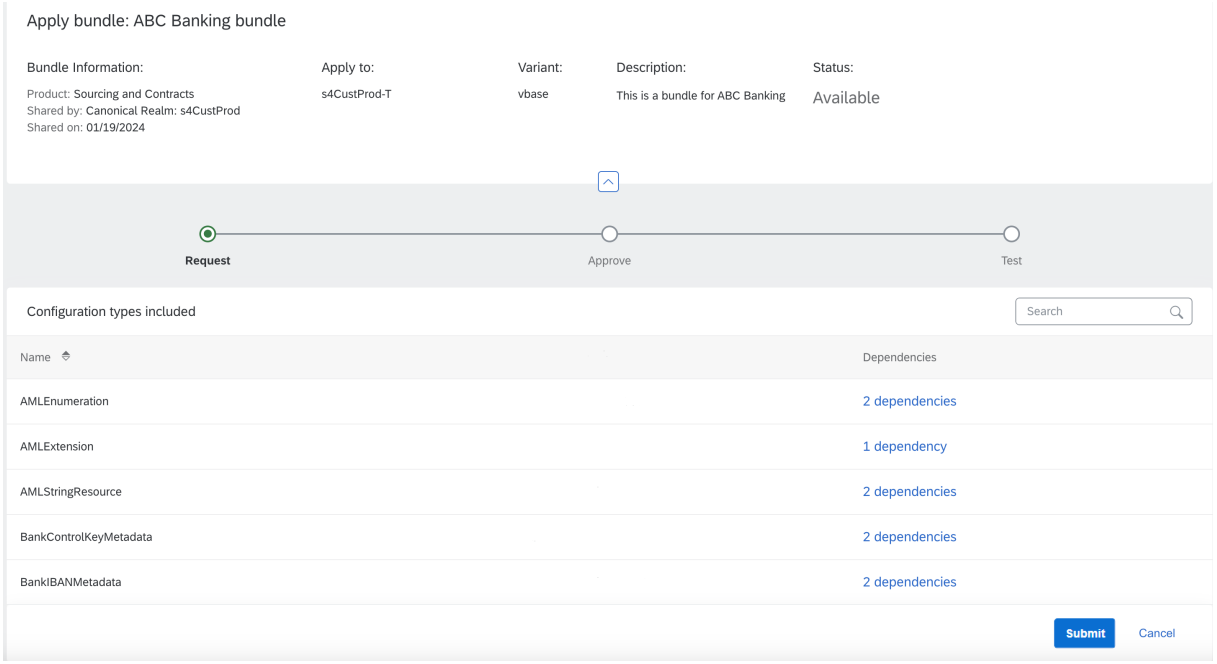
> ⓘ Note
>
> - You can apply bundles to the test sites only.
> - After initiating the apply bundle task, you can't terminate the request. Similarly, after the bundle is applied in your site, you can't revert it.
> - You can apply multiple configuration bundles in your site. You can also make additional configuration changes manually.
> - If partner administrators deactivate the shared bundles, the deactivated bundles are removed from the **Bundles shared with this site** section. However, if the deactivated bundle is being applied to the other site, that bundle application process is completed.

Procedure

1. Sign in to your SAP Ariba site in which you want to apply the bundle.
2. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.

3. From the menu bar, choose **Bundles** > **Apply bundles**.
4. The **Apply bundles** page shows the following sections:
    - **Bundles shared with this site** section lists all preconfigured bundles shared with your site (within the same data center) and it can be applied to this site.
    - **SAP bundles** section lists all SAP created bundles that can be applied to this site.
    - **Uploaded bundles** section lists all configuration bundles that are uploaded in your site and it can be applied to this site.

    Optionally, use the full-text search criteria in the search ( ) field to search for the bundle.
5. Choose a bundle row (with the status **Available**) that you want to apply to your site by selecting > to open and view the bundle details page.



6. Review the bundle information and select **Submit**.
7. On the **Submit bundle for approval** confirmation box, select the checkboxes and select **Submit**.

    On the **Apply bundles** page, the bundle status changes to **Ready to approve**. Select > to open and view the bundle details page.
8. As an approver, review the bundle information. Choose one of the following options:
    - To approve the bundle, select **Approve**. Enter the comments before approving the bundle and select **Submit**.
    - To reject the bundle, select **Reject**. You must enter the comments before rejecting the bundle and select **Submit**. The bundle status changes to **Rejected**. You can submit the bundle again for approval.

    The bundle application process may take some time. During this time the bundle status changes to **Applying**. After the bundle application process is completed, the bundle status changes to **Ready to test**.
9. On the **Apply bundles** page, the bundle status changes to **Ready to test**. Select the row to view the bundle details page.
10. After you finish the testing, select **Add test report**.

You can add one or more attachments. The supported file types are: BMP, CAD, DOC, DOCX, GIF, JPG, JPEG, MPEG, MSG, PDF, PNG, RTF, TIF, TXT, WAV, XLS, XLSX, EML, and ZIP. The maximum size for a single attachment is 10 MB. The total size of all attachments is limited to 30 MB.

In the **Add test report** window, select **Add attachments** and choose a test report file to upload. Enter a test summary in the **Test report summary** field and then select **Add**. You can view the test report summary and download the test results from the bundle details page.

Results

After the bundle application process is completed, the bundle status changes to **Completed**. You can make additional configuration changes in your site.

Configuration Types

When a bundle or migration is created, it contains all the configuration types used in the site where it was created.

> **⚠ Restriction**
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

The following table describes the configuration types supported in bundles and migrations. The configuration types included in a bundle vary depending on the configuration of the source site at the time of bundle creation.

Table 24:

Name	Description	Applicable To	More Information
`AdvancedViewConfigurations`	Settings for managing access to the advanced view of supplier management projects by project type.	**Supplier Management**	Managing Access to the Advanced View of Supplier Management Projects
`AMLEnumeration`	Custom picklist fields that have defined chooser values.	**Sourcing and Contracts**, **Supplier Management**	Managing Enumerations
`AMLExtension`	AML customizations such as custom fields.	**Sourcing and Contracts**, **Supplier Management**	
`AMLStringResource`	UI text and messages used in customizations, for example, labels for custom fields, help tips, and error messages. Custom translations are also included.	**Sourcing and Contracts**, **Supplier Management**	
`BankControlKeyMetadata`	Country/region-specific bank control key fields.	**Supplier Management**	Country/Region-Specific Bank Control Key Data Import

Name	Description	Applicable To	More Information
`BankIBANMetadata`	Country/region-specific bank IBAN fields.	**Supplier Management**	Country/Region-Specific Validation Syntax, Visibility, and Optionality for Supplier Bank Account IBAN Number Data Import
`BankIdMetadata`	Country/region-specific bank ID fields.	**Supplier Management**	Country/Region-Specific Bank ID Prefix Data Import
`BankValidationMetadata`	Country/region-specific bank IBAN prefix.	**Supplier Management**	Country/Region-Specific Syntax Validation, Visibility, and Optionality for Supplier Bank Account Holder Name, Account Number, and Bank Key or ABA Routing Number Data Import
`BPRelationshipMetadata`	The metadata of business partner relationship records.	**Supplier Management**	
`BusinessPartnerMetadata`	The metadata of business partner records.	**Supplier Management**	
`CertificateType`	Supplier certificate types defined in CertificateType.csv.	**Supplier Management**	Supplier Certificate Type Data Import
`ClauseLibrary`	The Clause Library, which is the central repository for clauses for use in assembled contract documents (Main Agreement and Contract Addendum documents).	**Contracts**	Clause Library
`CommodityCode`	Commodity codes loaded in the site.	**Sourcing and Contracts**, **Supplier Management**, **Supplier Risk**	Import System Commodity CodesCommodity Code Management
`CommodityRisk`	Commodity risk classifications assign risk classifications to specific commodities in control-based engagement risk assessment projects.	**Supplier Risk**	Defining Commodity Risk Classifications
`ConfigurePeriodicReviews`	Settings for configurations of periodic reviews of control-based engagement risk assessment projects.	**Supplier Risk**	Configuration Settings for Periodic Reviews of Engagements
`ControlEffectivenessOption`	Settings for defining the reasons a control decision maker can use when skipping a control review in an engagement risk assessment project.	**Supplier Risk**	Defining Reasons for Skipping a Control Review
`CustomCategory`	Custom risk categories, as defined in `CustomCategory.csv`.	**Supplier Risk**	Custom Category Site Master Data Import

Name	Description	Applicable To	More Information
`CustomGroup`	Custom user groups for granting permissions, as defined in CustomGroup.csv.	**Sourcing and Contracts**, **Supplier Management**	Import Custom Groups
`DefaultFieldValues`	Default values to be added to the specified database fields for all suppliers as defined in `Default_properties.csv`.	**Supplier Risk**	Setting Default Values for Vendor Database Fields
`Department`	Internal business units for projects.	**Sourcing and Contracts**, **Supplier Management**	Departments Definition
`DisplayMapping`	Custom user interface labels for supplier registration and qualification statuses as defined in `DisplayMappings.csv`.	**Supplier Management**	Custom Display Name Data File Format
`DiversityInfo`	Supplier diversity information as defined in `DiversityInfo.csv`.	**Supplier Management**	Diversity Info Data File Format
`DynamicForm`	Custom form templates (dForms) that SAP Ariba created for you.	**Sourcing and Contracts**, **Supplier Management**	
`EmailTemplateContent`	Configuration to migrate `EmailTemplateContent` header fields.	**Sourcing and Contracts**, **Supplier Management**, **Supplier Risk**	
`EmailTemplateContentContentLocale`	Configuration to migrate `EmailTemplateContent` content field with locale.	**Sourcing and Contracts**	
`EmailTemplateContentMessage`	Configuration to migrate `EmailTemplateContent` message field with locale.	**Sourcing and Contracts**	
`EngagementRiskLevelConfiguration`	Configuration of the method used to evaluate engagement residual risk.	**Supplier Risk**	Selecting a Method for Evaluating Engagement Residual Risk by Risk Domain
`EnableGuidedSourcingMigrationTask`	Configurations involved in enabling guided sourcing: features, parameters, and templates; and tasks to set up and modify system data.	**Sourcing**	Enabling Guided Sourcing
`EngagementAttributeMapping`	Specifies which commodities, regions, and departments in the engagement request filter questionnaire trigger the presence of conditional questions in the engagement request business details questionnaire and inherent risk screening questionnaire.	**Supplier Risk**	Defining Engagement Attribute Mappings

Name	Description	Applicable To	More Information
`EngagementControlMapping`	Defines how answers to questions in the business details and inherent risk screening questionnaires in the engagement request trigger different risk control requirements for an engagement.	**Supplier Risk**	Defining Engagement Control Mappings
`FeatureToggle`	Feature toggle settings. Feature toggle settings for some types of supplier management functionality.	**Sourcing and Contracts**, **Supplier Management**, **Supplier Risk**	Managing Feature Toggles for the Site [page 861]
`FlexMasterData`	Flex master data (FMD) structures, which are custom data structures for storing master data specific to your organization.	**Sourcing and Contracts**, **Supplier Management**	Flexible Master Data Templates
`MissingAssessmentNotificationSchedule`	This setting to send notifications to the Project Owner project group when an imported assessment response is expected from an external system, but no response is uploaded.	**Supplier Risk**	Configuring a Notification Schedule for Missing External Assessment Responses
`Parameters`	The settings for site configuration parameters. The settings for parameters configured in **SM Administration**.	**Sourcing and Contracts**, **Supplier Management**, **Supplier Risk**	Parameter Management in Intelligent Configuration Manager, Reference of Configuration Parameters in Supplier Administration
`PreferredSupplierLevel`	Preferred supplier levels as defined in PreferredSupplierLevel.csv.	**Supplier Management**	Preferred Supplier Level Data Import
`ProcessAssignmentRules`	Rules for automatically assigning statuses to process projects based on the statuses of their included modular questionnaires as defined in `SMRules.csv`.	**Supplier Management**	Process project automatic status assignment rules Data File Format
`Region`	Regions, which are geographical areas that allow you to filter information based on each user's region.	**Sourcing and Contracts**, **Supplier Management**	Region Definition for Imported Data

Name	Description	Applicable To	More Information
`ResidualRiskMapping`	Residual risk mappings assign a risk classification to each possible combination of probability and severity. Users managing issues in control-based engagement risk assessment projects assign those issues a probability and a severity, and the combination determines its residual risk.	**Supplier Risk**	Defining Residual Risk Mappings
`RiskClassification`	Labels and descriptions that define how your organization categorizes different levels of risk in control-based engagement risk assessment projects.	**Supplier Risk**	Defining Risk Classifications
`RiskControlDefinition`	The risk controls used in control-based engagement risk assessment projects, including their required assessment questionnaires and the control decision maker.	**Supplier Risk**	Defining Risk Controls
`RiskDomainAndType`	Risk domain and type mapping.	**Supplier Risk**	Defining Risk Controls
`RiskDomains`	Risk domains and sub-domains.	**Supplier Risk**	Defining Risk Controls Configuring Residual Risk Calculations by Risk Domain
`RiskProbability`	Defines indicators of how likely an issue is to actually occur on a scale from low to high.	**Supplier Risk**	Defining Risk Probabilities
`RiskSeverity`	Defines indicators of how serious or critical an issue is on a scale from low to high.	**Supplier Risk**	Defining Risk Severities
`RiskType`	Types or categories of risk in control-based engagement risk assessment projects.	**Supplier Risk**	Defining Risk Types
`SapRegion`	SAP region codes as defined in a ZIP file containing XLSX files of the `T005S` and `T005U` tables in an integrated SAP ERP system.	**Supplier Management**	Importing Custom Region Codes for Supplier Addresses
`SapTaxMetadata`	Country/region-specific tax field data defined in `SAPTaxMetadata.csv`.	**Supplier Management**	Country/Region-Specific Tax ID Field Data Import

Name	Description	Applicable To	More Information
`SMBand`	Scoring bands for modular questionnaire scores defined in `SMBand.csv`.	**Supplier Management**	Questionnaire Scoring Band Data Import
`SMBandCategory`	Scoring band categories for modular questionnaire scores defined in `SMBandCategory.csv`.	**Supplier Management**	Questionnaire Scoring Band Category Data Import
`SMProcessFlowType`	Process types defined in SMProcessFlowType.csv.	**Supplier Management**	Process Type Data Import
`SMQuestionnaireType`	Questionnaire types defined in SMQuestionnaireType.csv.	**Supplier Management**	Modular Questionnaire Type Data Import
`SMResourceStatus`	Custom statuses for process types, defined in SMResourceStatus.csv.	**Supplier Management**	Custom Status Data Import for Process Projects

Name	Description	Applicable To	More Information
`Template`	Defines project templates. **Note** • The default export and import behavior applies for templates when migrating configuration bundles. • New templates are imported in the Draft state. Published templates on the target site show a new version created. Draft templates on the target site are skipped. • By default, master data users are substituted if a user is not present in the target site. • System templates are not exported. • Modified system templates are considered as custom templates and can be exported and imported. • If the same template name is present in a same folder in the target site, a new template is created, which may show up as the duplicate. Therefore, you should manually remove the (same name) template from the target site for the import process to continue.	**Sourcing and Contracts**, **Supplier Management**, **Supplier Risk**	Project Template Guide

Name	Description	Applicable To	More Information
`UserMatrix`	User matrix (buyer category assignment) data as defined in `UserMatrix.csv`. This data is used to automatically add users to project groups in supplier management projects based on commodity, region, and department. **Note** If the users or user groups configured in the user matrix are not available in the target site where the configuration is being exported, the migration of the `UserMatrix` will not proceed.	**Supplier Management**	User Matrix (Buyer Category Assignment) Data File Format

Migrate Configurations from One Site to Another Site in Intelligent Configuration Manager

Business Details

With this feature, customer administrators can now migrate many configuration settings from one site to another site in the **Intelligent Configuration Manager** workspace. Using this self-service migration option, you can configure your sites without having to request assistance from SAP Ariba representatives.

Changes to the User Interface

A new **Migrations** menu option is added to the navigation bar in the **Intelligent Configuration Manager** workspace.

Implementation Details

General Prerequisites

You must be a member of the **Customer Administrator** group to access the **Intelligent Configuration Manager** workspace.

Business End User Tasks

- Site Migrations in Intelligent Configuration Manager [page 941]
- Migrating Configurations from One Site to Another Site [page 943]

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	PLICM-4465
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer

Related Information

Intelligent Configuration Manager Administration

Site Migrations in Intelligent Configuration Manager

The **Manage site migrations** page provides main controls for site migration administration tasks. It also includes the latest status information for configuration migrations.

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

A configuration migration is the activity of pushing the settings for all supported configuration types from a source site to a target site within your environment. Customer administrators can migrate many configuration settings from one site to another site in the **Intelligent Configuration Manager** workspace, for example, migrate configurations from a test site to a production site. Using this self-service migration option, you can configure your sites without having to request assistance from SAP Ariba representatives. For a list of the configuration settings supported in migrations, see Configuration Types [page 932].

In suite-integrated configurations, you must migrate configurations in each site separately. Consider the following scenarios when migrating configurations from one site to another site:

Site type	Source site	Target site
Standalone	Standalone	Standalone
Suite integrated	Sourcing and Contracts	Sourcing and Contracts

Guidelines for Site Migrations

SAP Ariba recommends the following guidelines for migrating configurations from one site to another site without impacting normal business operations:

- The migration process may take some time. Therefore, make sure users and functional owners are aware of any possible impact.
- You can migrate configurations from any site, for example, test or production site.
- A set of configuration types are included for the **Sourcing and Contracts** sites. You can't change them or select them separately when migrating them to a different site. Therefore, run the migration process when you want to migrate multiple configurations to the target site.

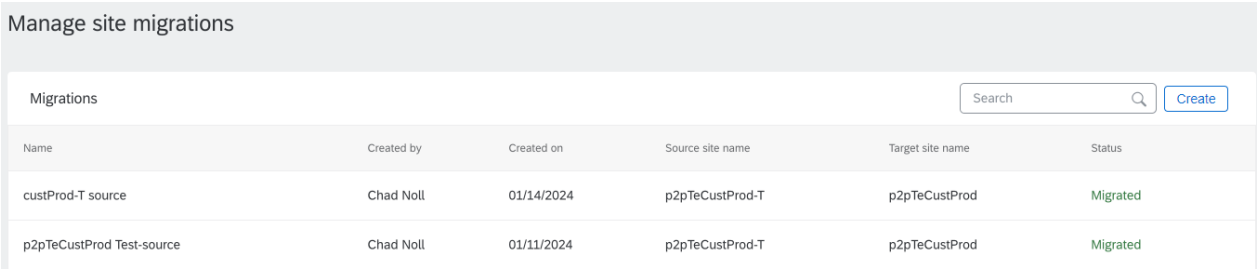
- You can migrate configurations multiple times from the source site. You can also make additional configuration changes manually in the **Intelligent Configuration Manager** workspace, see Workflow for Updating Configurations for the Site.
- You cannot make other configuration updates in the source and target sites when a migration operation is in progress. Finish all pending configuration packages before migrating configurations from the source site. Some options are disabled when a migration operation is in progress in the site.
- The migration operation overwrites the configuration settings in the target site, therefore, you should analyze and test all configuration types thoroughly prior to running the migration process. Also, note that certain configurations are master data dependent and can cause issues if master data is out-of-sync.
- You can only migrate configurations for applications you're entitled to as part of the SAP Ariba solutions subscription. For example, if you don't have `SAP Ariba Supplier Management` entitlement, the configuration types associated with that application are not migrated to the target site.

Migration Management in the Site

From the **Home** page on the Intelligent Configuration Manager Dashboard, the **My action items** tile lists all migrations that require action from you, and use the **Activities** tile to view all migrations related activities in the site. Each migration row specifies the name of the migration, who created it, date of the activity, and the status.

The audit log captures all user actions such as who created the migration request, who migrated it, approved it, from which source site to which target site, and the time. Use the event type **Data modification** to view the related activities. For more information, refer to Audit Information in Intelligent Configuration Manager.

From the **Manage site migrations** page, the **Migrations** table lists all migration requests in this site. Each row shows the migration name, who created it, when it was created, source and target site names, and the status. In the search field, enter a migration name to search for the migration in the **Migrations** table list.



The following table explains the statuses that appear on the **Manage site migrations** page.

Status	Description
Ready to approve	The migration request is ready for approval.
Rejected	The migration request is rejected by the approver. You can create a new migration request.
Ready to migrate	The migration task is ready to start.
Migrating	The migration task is in progress. Source site configurations are being migrated to the target site.

Status	Description
Failed	Some configurations failed during the migration process. You can view the status of each configuration type on the migration details page: • **Success**: The configuration has been migrated. • **Failed**: The configuration has failed to migrate or there is no data to migrate. If configurations are being migrated, you must wait for a few minutes before rechecking the latest status.
Migrated	The migration process is completed.

Migrating Configurations from One Site to Another Site [page 943]

Migrating Configurations from One Site to Another Site

Use this procedure to migrate configurations from one site to a different site using the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.

Context

The source site name is the name of the site you migrate the configurations from, and the target site is the name of the site you're migrating configurations to. For more information about the available configuration types, refer to Configuration Types [page 932]. When migrating configurations from your site, make sure to follow these 3 steps: Request, Approve, and Migrate.

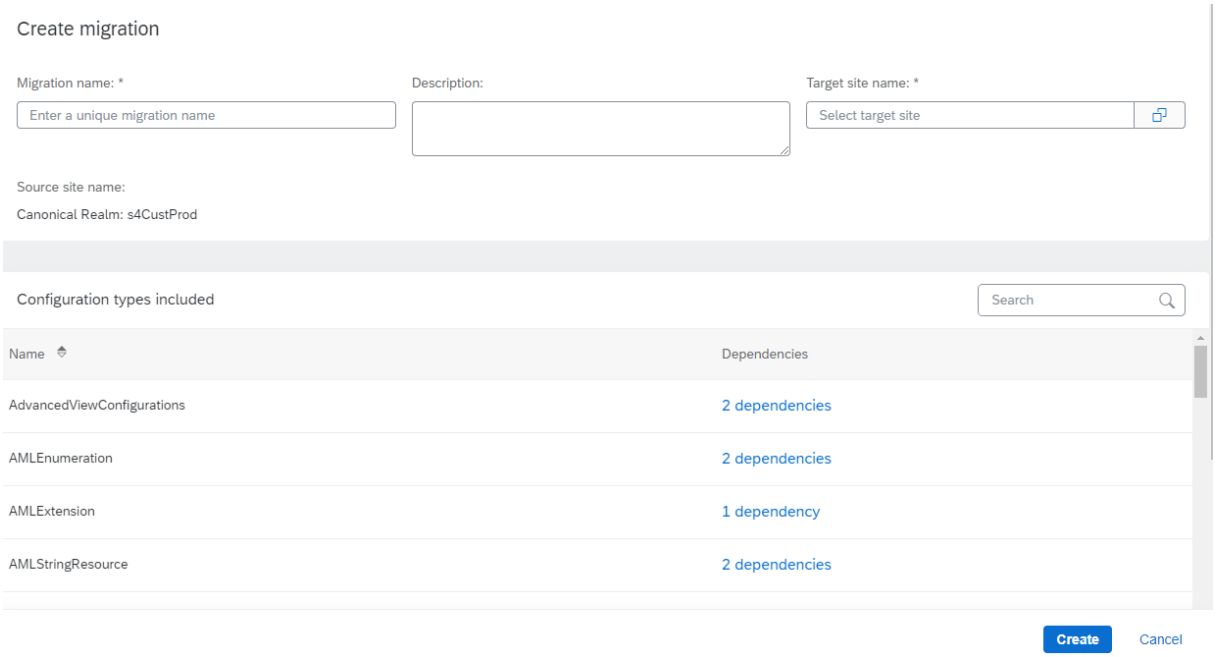
> ⓘ Note
>
> - The migration process may take some time. You cannot make other configuration updates in the source and target sites when a migration operation is in progress.

- You can't revert migrated configurations from the target site. However, you can make additional configuration changes manually, see Workflow for Updating Configurations for the Site.
- If any configuration type fails during the migration process, you need to create a new migration request.

Procedure

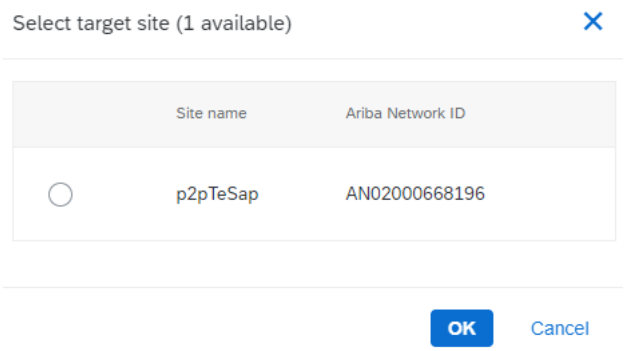
1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the menu bar, choose the **Migrations** menu to open the **Manage site migrations** page.
3. From the **Manage site migrations** page, choose **Create** to create a new migration request.

   > **Note**
   >
   > You can create only one migration at a time in your site. The **Create** button is disabled when a migration request is in progress in your site.



4. On the **Create migration** page, enter information in the **Migration name** field. This is a required field. It must be a unique name and can be up to 128 characters long.
5. Enter information in the **Description** field. It can be up to 255 characters long.
6. In the **Target site name** field, select to open the **Select target site** window that shows all available target sites within your environment.

   You can select only one target site to migrate configurations from this site.



7. Choose the radio button next to the site name to select a target site, and select **OK**.

   The **Configuration types included** section displays all configuration types included in this migration. Select the link in the **Dependencies** column to view the dependencies associated with that configuration type. The **Status** column appears when any configuration type fails. Otherwise, this column is not visible.
8. On the **Create migration** page, select **Create**.
9. Select the checkboxes on the confirmation window and select **Create migration** to create a new migration request in your site.

   You can check status of the newly created migration request on the **Manage site migrations** page.
10. On the **Manage site migrations** page, choose a row (with the status **Ready to approve**) that you want to migrate to the target site by selecting > to open and view the migration details page.
11. As an approver, review the migration information. Choose one of the following options:
    - To approve the migration request, select **Approve**. Enter the comments before approving and select **Submit**. The migration status changes to **Ready to migrate**.
    - To reject the migration request, select **Reject**. Enter the comments before rejecting and select **Submit**. The migration status changes to **Rejected**. You can create a new migration request.
12. After approval, on the **Manage site migrations** page, choose a row (with the status **Ready to migrate**) that you want to migrate to the target site by selecting > to open and view the migration details page.
13. Review the migration information and select **Submit**.
14. Select the checkboxes on the confirmation window, and select **Migrate**.

    The migration process may take some time. During this time, the status changes to **Migrating**.

Results

After the migration process is completed, the status changes to **Migrated** on the **Manage site migrations** page. You can make additional configuration changes in the target site. If the migration process fails, create a new migration request again.

Posting Instructions

- You need to manually run the Flex Field Reporting task in the target site after migration to pull custom reportable fields into reporting.
- To reflect the customizations, data definition must be refreshed, reviewed, and accepted in the target site after the migration process is completed.

Ability to Selectively Migrate Field Configurations in Intelligent Configuration Manager

Business Details

Using this self-service option, customer administrators can now selectively migrate field configurations from test sites to production sites in the **Intelligent Configuration Manager** workspace.

Previously, customers needed to create a request for the SAP Ariba Support team to migrate all field configurations from one site to another site. This self-service option to select and migrate a few fields was not available for customer administrators.

Changes to the User Interface

- A new configuration type **Migrate field configurations** is added in your solution area. For example, select **Sourcing and Contracts** > **Migrate field configurations**.
- An existing configuration type **Field configurations** has been renamed to **Download field configurations** in your solution area. For example, select **Sourcing and Contracts** > **Download field configurations**.

Implementation Details

General Prerequisites

You must be a member of the **Customer Administrator** group to access the **Intelligent Configuration Manager** workspace.

Business End User Tasks

Field Migration in Intelligent Configuration Manager [page 948]

Migrating Field Configurations in the Site [page 948]

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Information and Performance Management SAP Ariba Supplier Lifecycle and Performance SAP Ariba Supplier Risk

Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	PLICM-4976
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Intelligent Configuration Manager Administration

Field Migration in Intelligent Configuration Manager

Using this self-service migration option, customer administrators can choose field configurations in their test site and migrate them to their production site.

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

SAP Ariba provides standard fields, but custom fields can be added and configured by SAP Ariba. Custom fields can be of different data types based on the requirement, which plays a crucial role in dictating the behavior of the SAP Ariba solution. Organizations can define their own custom fields or standard fields which they want to use in their SAP Ariba solution by contacting SAP Ariba representatives to make specific field configuration changes and add new custom fields.

From the **Home** page on the Intelligent Configuration Manager Dashboard, the **My action items** tile lists all packages that require action from you, and use the **Activities** tile to view all package related activities in the site. Each package row specifies who created the package, date of the activity, and the status.

The audit log captures all user actions such as who created the package, tested it, approved it, and the time. Use the event type **Data modification** to view the related activities. For more information, refer to Audit Information in Intelligent Configuration Manager.

Migrating Field Configurations in the Site

Use this procedure to selectively migrate field configurations from test sites to production sites in the **Intelligent Configuration Manager** workspace.

Prerequisites

> ⚠ Restriction
>
> The new self-service tools and features in the SAP Ariba Strategic Sourcing Suite are currently available and accessible exclusively to trained and certified SAP Ariba partners. We recommend that all stakeholders stay informed about the latest tools, enhancements and learning to effectively support the transition to self-service deployment when we announce General Availability (GA) in the near future.

- You must be a member of the **Customer Administrator** group.
- You must use the **Sourcing and Contracts** site for this functionality.

Context

You can choose multiple field configurations and migrate them to the production site by creating a package in your test site. You can review your package, and then follow the same workflow to test, approve, and deploy packages to your production site. For more information, refer to Workflow for Updating Configurations for the Site.

> **Note**
>
> - Before migrating fields linked to enumerations, load the enumerations via **Customization Manager** > **Enumerations** on the production site.
> - The Flex Master Data (FMD) templates must be defined and their data should be loaded in the production site before migrating FMD custom fields.
> - Make sure you update the string resource files in the production site before migrating the corresponding field configurations from test to production site.

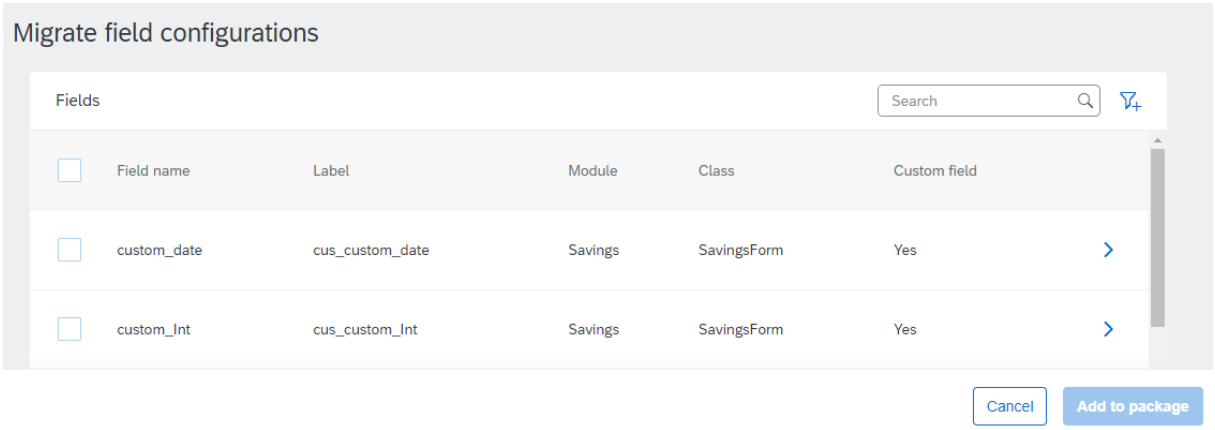
Procedure

1. Go to the **Intelligent Configuration Manager** workspace. For detailed steps, see Accessing Intelligent Configuration Manager Workspace.
2. From the solution area, select the configuration type that you want update. For example, choose **Sourcing and Contracts** > **Migrate field configurations**.
3. From the **Migrate field configurations** page, use the full-text search criteria in the search ( ) field to search for the fields. You can use the filters icon to choose from filter options to refine your results.

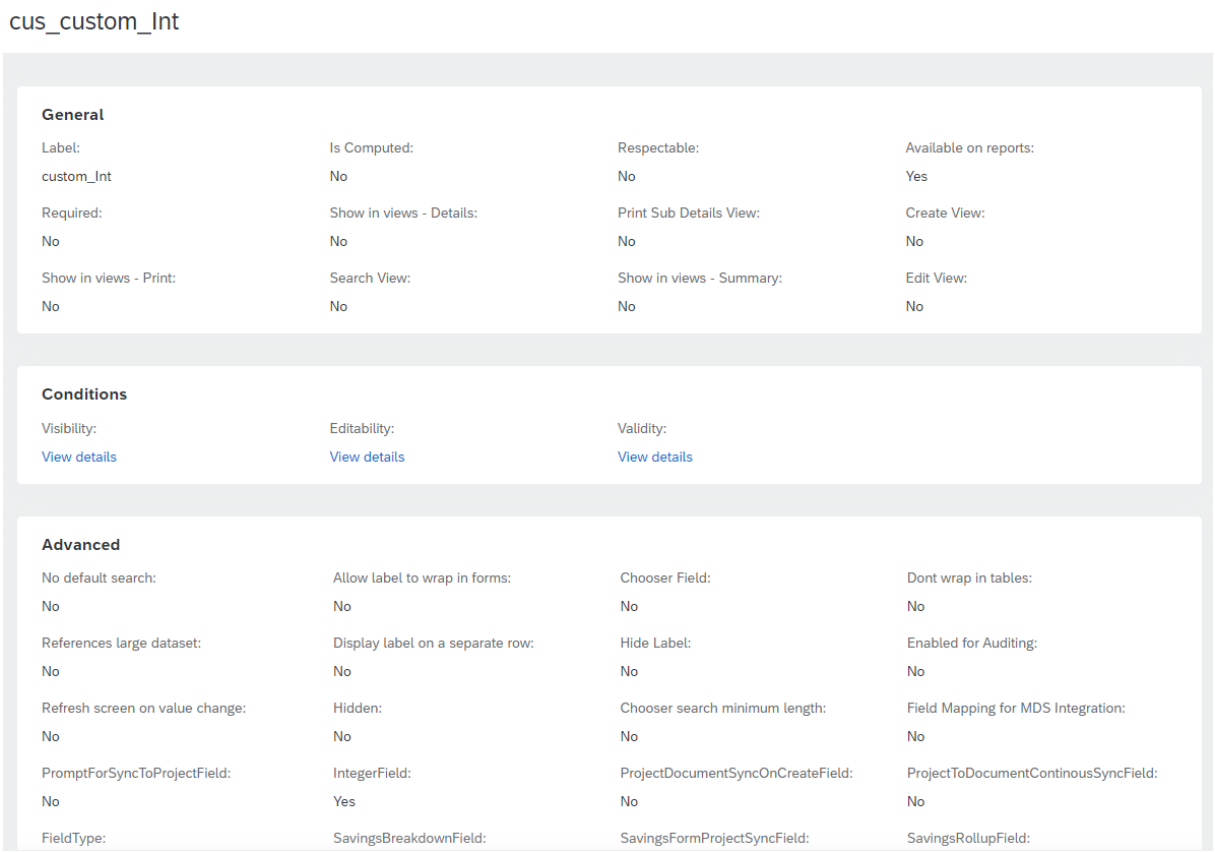
   The **Fields** table allows you to view and migrate fields from the test site to production site. Each row specifies the field details such as the name of the field, label, module, class of the field it belongs to, and if it is a customized field or not.

   - **Field name**: Specifies the field name.
   - **Label**: Specifies the field label.
   - **Module**: Specifies the class module name. Modules are grouping of classes that are available in your SAP Ariba solution. Each module consists of multiple classes.
   - **Class**: Specifies the class name.
   - **Custom field**: Specifies **Yes** if the field is customized and **No** if the field is a standard application field.

   > **Note**
   >
   > The **Fields** table lists all fields that are customized but not migrated to the production site.



You can select > to expand and view the field details. In the **Conditions** section, select the **View details** link to view condition details. For custom field details, refer to Custom Field Properties.



4. Select the checkbox next to the field name to migrate that field. You can select multiple fields. To select all fields in the table, select the checkbox next to the **Field name** column header. To remove the selected row, uncheck the checkbox.
5. Select **Add to package** to add the selected fields to a package.

> ### Note
>
> When fields are added to a package, you can't remove them after the package is submitted. You need to discard the package and create a new package.

> **Note**
>
> When you revert the deployment, the field migration updates cannot be reverted from the production site. However, if there are other configuration changes in the same deployment, for example, parameters or language settings, those are reverted.

Results

Once the package is created, review your package. For more information, see Reviewing and Submitting a Package.

Next Steps

You must test packages to analyze the impact of the changes. All tested packages can be deployed in the production site after approval. For more information, see Configuration Packages in Intelligent Configuration Manager.

SAP Ariba Strategic Sourcing and Supplier Management

Importing Line Items With Locale-Specific Pricing Data to Guided Sourcing Events

Business Details

When buyers import line item data to guided sourcing events configured to support pricing conditions, the pricing data of line items is imported in the currency number format of the user's locale.

Previously, when a buyer created a guided sourcing event configured to support pricing conditions and imported line item data using an Excel file, the pricing details of line items were parsed in a currency number format with a dot (".") as the decimal separator, regardless of the buyer's locale. This led to inconsistencies in registering the pricing details of line items when the buyer belonged to a country/region that used a different currency number format.

> **Example**
>
> A user belonging to the german locale creates a guided sourcing event with support for pricing conditions. The user prepares an Excel file to import line item data and adds a line item with a price value 10,2 (Ten Euros and 20 Cents).
>
> When the data is imported to the event, the price of the line item is set to 102 instead of 10.2.

Now, when buyers import line item data, the pricing details of the line items are imported in a currency number format that is applicable to their country/region.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- The guided sourcing event where you want to import line item data must support advanced pricing conditions. For more information, refer to Adding Line Items in Guided Sourcing Events.

Business End User Tasks

Importing Event Data from a Standard Excel Document

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	DMS-20153

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Synchronizing Dynamic Lookup Table Values with the Mapped Terms in Sourcing Events

Business Details

This feature enables the synchronization of values from a dynamic lookup table with the corresponding terms in a sourcing event, when a new version of the lookup table is uploaded to your site.

Previously, in a sourcing event containing item terms mapped to a dynamic lookup table, the output value determined by the lookup formula remained unchanged throughout the event even if a newer version of the dynamic lookup table was available, where the output value differed for the selected term values. As a result, the line items information in the sourcing event remained outdated which led to inconsistencies in the overall procurement process.

Now, any changes to the dynamic lookup table data can be synchronized with the corresponding item terms in a sourcing event. Buyers can view the latest term values at any point before the event is published. Similarly, suppliers can access the most recent lookup term values when submitting their bid response or when the event is in the **Open** state.

> **Note**
>
> Refer to SAP Note: 3543497 for further boundary conditions associated with this feature.

Implementation Details

General Prerequisites

- Your administrator must enable the following ICM parameters:
  - **Enable support for dynamic lookup table** (`Application.ACM.EnableDynamicLookUpTable`). For more information about the parameter, refer to Enable support for dynamic lookup table.
  - **Synchronize dynamic lookup table values with the mapped terms** (`Application.ACM.SyncLatestValueOfDynamicLookupTableFieldWithMappedTerm`). For more information about the parameter, refer to Synchronize dynamic lookup table values with the mapped terms.

- To access **Administration** > **Product Sourcing Manager** > **Lookup Table**, you must be a member of the **Materials Administrator** group.

Business End User Tasks

- Synchronizing Dynamic Lookup Table Values with the Mapped Terms in Sourcing Events
- Synchronizing Dynamic Lookup Table Values with the Mapped Terms in Guided Sourcing Events
- Submitting Prices and a Response for an RFP

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	DMS-20164
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable

User Type	Buyer Supplier

Related Information

About Dynamic Lookup Tables and Lookup Formulas

Ability to Map Quantity Type Terms with Integer Type External Fields in Guided Sourcing For Creating Material Quotes

Business Details

This feature enables buyers to create a guided sourcing event template and map item terms (standard terms and custom terms) of type **Quantity** with external fields of type **Integer**. This compatibility ensures a seamless data exchange between SAP Ariba and the integrated external system when buyers create guided sourcing events as part of a material quote or add product sourcing materials to guided sourcing events.

Previously, when buyers created a guided sourcing event as part of a material quote or added product sourcing materials to a guided sourcing event, the data for an item term of type **Quantity** was retrieved only if it was mapped to an equivalent field from the integrated external system. If the item term was mapped to an external field having a different data type, the data exchange failed. Now, the item term of type **Quantity** is compatible to be mapped with an external field of type **Integer**. Buyers can create such mappings in a guided sourcing template and use it to create events from material quotes.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- You must be the event owner or have project owner capabilities for the event.
- Your site must be integrated with an external system for master data. For more information, refer to Common Data Import and Administration Guide for SAP Ariba Strategic Sourcing Solutions and SAP Ariba Supplier Management Solutions.

Business End User Tasks

1. Map the external field of type **Integer** with a custom product sourcing field. For more information, refer to Creating Maps for Custom Product Sourcing Fields.
2. Create an guided sourcing event template to map the item terms (standard terms and custom terms) of type **Quantity** with the custom product sourcing field identified in the previous step. For more information, refer to Creating an Event Template with Custom Product Sourcing Fields.
3. Create a guided sourcing event from a product sourcing material. For more information, refer to Creating a Single Event Guided Sourcing Project From Product Sourcing Materials.
4. Add material master items to the guided sourcing event. For more information, refer to Adding Material Master Items to Guided Sourcing Events.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	DMS-20165
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Buyer

New Defaults for Material Master Item Arrangement in Guided Sourcing Events

Business Details

This feature modifies the existing default settings for arranging material master items added to guided sourcing events.

Previously, when buyers added material master items in guided sourcing events, the items were added to a section entitled **Pricing** by default. Now, material master items added to a guided sourcing event are shown directly under the **Items that need quotes** table. If buyers choose to add material master items to a section, the items are grouped under the selected section.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- You must be the event owner or have project owner capabilities for the event.
- You administrator must enable the ICM parameter **Unified material master data search for sourcing events** (`Application.AQS.RFX.EnableUnifiedMaterialMasterSearch`) to access the unified workflow for adding items from master data to events. For more information on the parameter, refer to Unified material master data search for sourcing events.
- Your site must be integrated with an external system for master data. For more information, refer to Common Data Import and Administration Guide for SAP Ariba Strategic Sourcing Solutions and SAP Ariba Supplier Management Solutions.

Business End User Tasks

Adding Material Master Items to Guided Sourcing Events

Technical Details

Product	SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	DMS-20168
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Retaining Cost Breakdown Information in Alternative Bids by Suppliers in Guided Sourcing

Business Details

With this feature, the cost breakdown information provided by suppliers as part of their pricing alternative bids is retained in guided sourcing events. Suppliers can choose to submit an alternative bid response with cost breakdown information that's different than what they've added as part of their primary bid.

Previously, when suppliers created a pricing alternative bid and added cost breakdown information in the cost group terms of line items, the values were not saved after they submitted the bids. Instead, the values got automatically replaced with the cost breakdown information from the primary bid response. Now, when suppliers submit a pricing alternative bid after adding cost breakdown information in the selected line items, the details are saved accordingly.

Implementation Details

General Prerequisites

- Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information, refer to Setting Up Guided Sourcing.
- You must be a member of the **Category Buyer** group to create guided sourcing events. For more information about creating guided sourcing events, see Managing events with guided sourcing.
- You must configure the following rules in the template used for creating guided sourcing events to capture cost breakdown information from suppliers:
  - The **Allow Cost Groups to capture detailed Cost Breakdowns** rule must be set to **Yes**.
  - The **Can participants create alternative responses?** rule must be set to **Yes**.
  - The **Can participants create alternative pricing?** rule must be set to **Yes**.
- You must configure the cost group terms in each line item of the guided sourcing event so that suppliers can edit them as part of their alternative bid response. To do so, you must set the term attribute **Is term editable in alternatives?** to **Editable by owner and participant**.

Business End User Tasks

Creating a Pricing Alternative Bid to Add Cost Breakdown Information in Guided Sourcing

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	DMS-20169
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Alternative Bids

Decommissioning of the Pricing By Source Service in Product Sourcing

Business Details

The **Price By Source** service, which is a part of the group of services that form the Material 360º (**View item 360** page) view in product sourcing, is decommissioned as of the Q1 2025 release.

The **Price By Source** section on the **View item 360** page was disabled in December, 2023. It is currently rendered as a Read-Only section to customers.

Key Deprecation Dates

Future dates are subject to change.

Milestone	Date	Definition
End of Development	December 31, 2022	The deprecation milestone after which SAP stops enhancing a product or part of a product. You can continue to use the software, but you should begin planning for a time when it will no longer be available for use. We still fix high-priority bugs.
End of Maintenance	December 21, 2024	The deprecation milestone after which SAP does not fix bugs or deliver patches for the software. SAP continues to answer your how-to questions. We strongly encourage you to adopt an alternative method for your business scenario.
Deleted	February 15, 2025	The deprecation milestone when a feature is no longer available for productive use. You should now be using an alternative method for your business scenario.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Deleted
Lifecycle Phase	End of Life
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	DMS-20290
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Material 360° View

Automatic SAP Business Technology Platform URL Configuration for Supplier Profile Summary Enablement

Business Details

This feature streamlines enablement of the supplier profile summary (NGSM-2959) by eliminating the need to manually configure the URL of your SAP Business Technology Platform subaccount in **SM Administration**. Now, the SAP BTP subaccount created when you provision the `SAP Ariba Supplier Management` entitlement in SAP for Me is automatically associated with your SAP Ariba site.

Changes to the User Interface

This feature removes the **BTP Applications** workspace in **SM Administration**, since it's no longer necessary.

Implementation Details

General Prerequisites

This feature is only applicable for customers who have either already enabled the supplier profile summary (NGSM-2959) or plan to enable it. For a complete set of prerequisites for the supplier profile summary, see Enabling the Supplier Profile Summary in Your Site.

Effects on Existing Data

- If you've already completed the manual step for adding the SAP BTP subaccount URL in **SM Administration**, this feature updates that URL with a value retrieved automatically from your provisioning of the `SAP Ariba Supplier Management` entitlement in SAP for Me. If you have successfully enabled the supplier profile summary, the URL you provided in your manual configuration and this automatically-updated URL are the same. If you provided an incorrect URL in the manual configuration, this feature adds the correct URL.
- If you haven't enabled the supplier profile summary yet but plan to do so, the step for manually adding the SAP BTP subaccount URL in **SM Administration** is no longer necessary.

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance SAP Ariba Strategic Sourcing Suite SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	NGSM-7103

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Importing and Exporting Line Items in Large-Capacity Contract Line Items Documents Using an Excel File

Business Details

This feature enables buyers to import and export line items data to large-capacity Contract Line Items Documents (CLID) using the Simplified Excel Import functionality. Buyers can add or update up to 10 thousand line items to the large-capacity CLID in a contract workspace using a preformatted Excel file.

You can also import details related to service line items and pricing conditions to the CLID. The data is imported to the CLID asynchronously by a scheduled task that runs in the background.

Changes to the User Interface

The following buttons are added to the UI when you access a large-capacity CLID in a contract workspace.

Download Simplified Content	Enables you to download a preformatted Excel file containing sample data to help you prepare data to import.
Import Simplified Content	Enables you to import line items data to the CLID.

Implementation Details

General Prerequisites

- The CLID where you want to import and export data must be a large-capacity CLID. For information about creating a large-capacity CLID, refer to Creating Contract Line Items Documents (CLIDs).
- Your administrator must enable the following ICM parameters:
  - **Import and export line items in large-capacity CLIDs using Simplified Excel Import** (`Application.ACM.ImportAndExportLineItemsInLargeCLIDUsingSimplifiedExcelImport`). For more information about the parameter, refer to Import and export line items in large-capacity CLIDs using Simplified Excel Import.

    - **Asynchronous export of line items data from large-capacity CLIDs** (`Application.ACM.BGWorkForLargeCLIDExport`). For more information about the parameter, refer to Export Large Contract Line Items Documents.
- To import details related to service line items and pricing conditions to the CLID:
    - The service hierarchy feature must be enabled on your site. For more information, refer to Event Service Items and Service Hierarchies.
    - Pricing conditions must be defined in the CLID. For more information, refer to Pricing Conditions for Contract Line Item Documents.
    - The **Enable import and export of service line items and pricing conditions in SAP Ariba Contracts using Simplified Excel Import** (`Application.ACM.SimplifiedExcelImportOfServiceLineItemsAndPricingConditions`) ICM parameter must be enabled. For more information about the parameter, refer to Enable import and export of service line items and pricing conditions in SAP Ariba Contracts using Simplified Excel Import.

Business End User Tasks

Importing and Exporting Line Items in Large-Capacity Contract Line Items Documents Using an Excel File

Technical Details

Product	SAP Ariba Contracts SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SC-22523

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Simplified Excel Import of Line Items

Viewing Supplier Risk Exposure with Custom Risk Categories in SAP Ariba Contracts

Business Details

Buyers using SAP Ariba Contracts, integrated with SAP Ariba Supplier Risk and SAP Ariba Supplier Lifecycle and Performance solutions, can view supplier risk exposure data in contract workspaces through custom risk categories.

The custom risk categories can include supplier risk exposure data from various sources such as customer data, external data from third-party providers, and so on. You can have up to 25 active custom risk categories per site. The custom risk category data is displayed in the user's country/region format.

> **Note**
>
> This feature is applicable to SAP Ariba Contracts contract projects of type **Contract Request (Procurement)** and **Contract Workspace (Procurement)** only.

Implementation Details

Configuration

- Your site must be integrated with SAP Ariba Supplier Risk and SAP Ariba Supplier Lifecycle and Performance solutions.
  For information about setting up SAP Ariba Supplier Risk, refer to Setting Up SAP Ariba Supplier Risk.
  For information about setting up SAP Ariba Supplier Lifecycle and Performance, refer to Supplier Management Setup and Administration Guide.

- Your administrator must enable the **Enable custom risk categories** (`Application.SR.Risk.EnableCustomRiskCategories`) ICM parameter. For more information about this parameter, refer to Enable custom risk categories.
- Custom categories for supplier risk exposure must be imported to your site master data. For more information, refer to Custom Category Site Master Data Import.
- Category weights and thresholds must be set for the active custom categories. For more information, refer to Setting Category Weights and Thresholds for Custom Categories.

Business End User Tasks

Viewing Supplier Risk Exposure with Custom Risk Categories in Contract Workspaces

Effects on Existing Data

When you enable the **Enable custom risk categories** ICM parameter, all risk categories are custom categories and there are no longer any predefined risk categories. The formerly predefined risk categories **Environmental & social**, **Financial**, **Operational**, and **Regulatory & legal** are now considered as custom categories in site master data.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Supplier Risk
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SC-22524

Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Supplier Risk Exposure

Predecessor Event for Contracts Created from Guided Sourcing Projects

Business Details

Contract workspaces in SAP Ariba Contracts can now be associated with a predecessor event, in conjunction with a predecessor project. The predecessor event is typically a reference to a subproject, within a guided sourcing full project, from which a contract is created.

Previously, when buyers created a contract from a guided sourcing project (full project, single-event project), a reference to the sourcing project, identified as the predecessor project, was added in the contract workspace. However, when buyers created a contract from a subproject within a guided sourcing full project, the full project was identified as the **Predecessor Project** of the contract instead of the subproject. A reference to the full project was added in the contract workspace and the contract was also automatically associated with the other subprojects in the full project. Now, to ensure that a contract is associated only with the relevant subproject within a guided sourcing full project, an additional detail (**Predecessor Event**) is captured to identify and link the subproject from which the contract workspace is created.

A predecessor event can be associated with a contract from the UI as well as using open APIs in the Contract Workspace Management APIs group.

The following table describes the different use cases where the predecessor event of a contract is determined in conjunction with its predecessor project.

Scenario	Predecessor Project	Predecessor Event	Result
A contract is created from a guided sourcing full project, **Project_A**.	**Project_A**	-	The contract is associated with **Project_A** and all of its subprojects.

Scenario	Predecessor Project	Predecessor Event	Result
A contract is created from a subproject, **Subproject_B**, within the guided sourcing full project, **Project_A**.	**Project_A**	**Subproject_B**	The contract is associated only with **Project_A** and **Subproject_B**. Other subprojects in **Project_A** remain unaffected.
A contract is created from a stand-alone single-event project, **Project_C**.	**Project_C**	**Project_C**	**Project_C** is associated as the predecessor project and the predecessor event of the contract.
A baseline contract is created from a subproject, **Subproject_E**, within the guided sourcing full project, **Project_D**.	**Project_D**	**Subproject_E**	The baseline contract is associated only with **Project_D** and **Subproject_E**.
A baseline contract is created from a stand-alone single-event project, **Project_F**.	**Project_F**	**Project_F**	**Project_F** is associated as the predecessor project and the predecessor event of the contract.
A supplier-specific contract is created from a subproject, **Subproject_H**, within the guided sourcing full project, **Project_G**.	**Project_G**	**Subproject_H**	The supplier-specific contract is associated only with **Project_G** and **Subproject_H**.
A supplier-specific contract is created from a stand-alone single-event project, **Project_I**.	**Project_I**	**Project_I**	**Project_I** is associated as the predecessor project and the predecessor event of the contract.
A stand-alone contract is created and a guided sourcing full project, **Project_J**, is associated as the predecessor project.	**Project_J**	-	The contract is associated with **Project_J** and all of its subprojects.
A stand-alone contract is created. A guided sourcing full project, **Project_J**, is associated as the predecessor project. A subproject, **Subproject_K**, within the full project **Project_J**, is associated as the predecessor event.	**Project_J**	**Subproject_K**	The contract is associated only with **Project_J** and **Subproject_K**. Other subprojects in **Project_J** remain unaffected.
A stand-alone contract is created using the Contract Workspace Modification API and a guided sourcing full project **Project_L** is associated as its predecessor.	**Project_L**	-	The contract is associated with **Project_L** and all of its subprojects.

Scenario	Predecessor Project	Predecessor Event	Result
A stand-alone contract is created using the Contract Workspace Modification API and a subproject, **Subproject_M** in the guided sourcing full project **Project_L** is associated as its predecessor.	**Project_L**	**Subproject_M**	The contract is associated only with **Project_L** and **Subproject_M**. Other subprojects in **Project_L** remain unaffected.

> **Note**
>
> The scenarios involving baseline contracts and supplier-specific contracts are available only when the pre-award negotiation feature is enabled. For more information, refer to Pre-Award Negotiation in Guided Sourcing.

You can change the predecessor project and predecessor event information by modifying a contract workspace, if required.

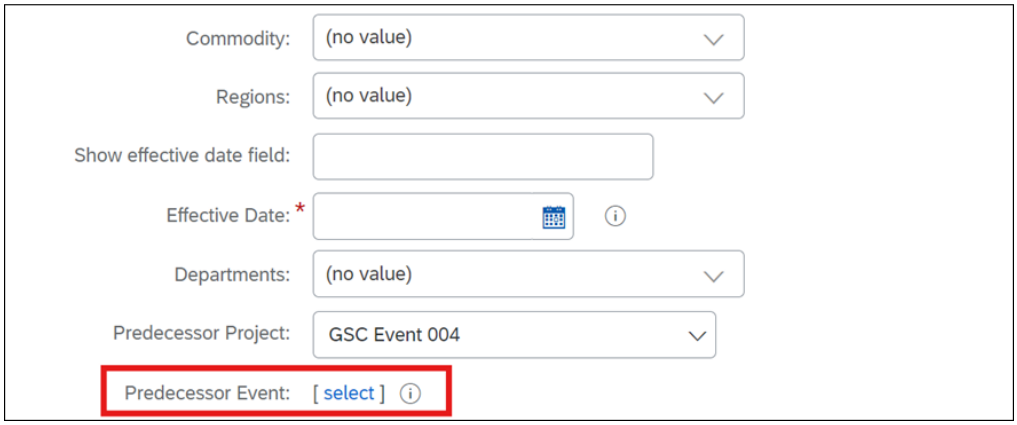
> **Note**
>
> This action is not applicable to baseline contracts and supplier-specific contracts.

Changes to the User Interface

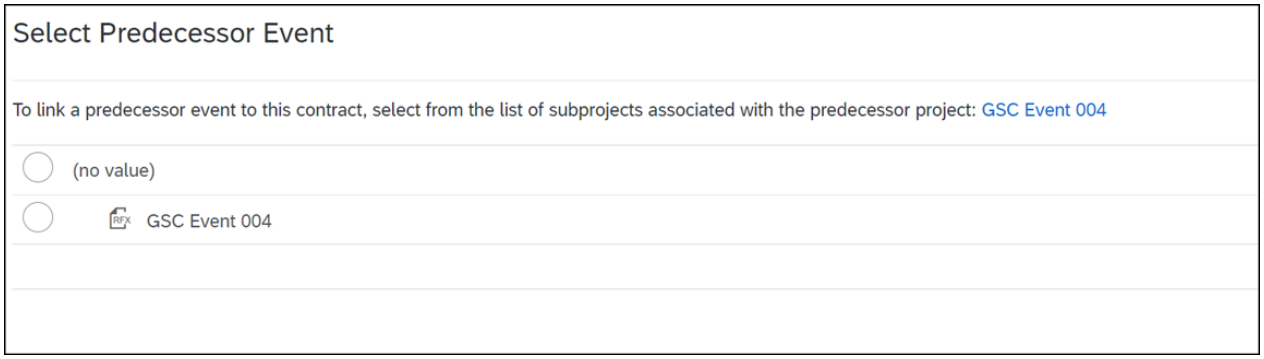
A new field, **Predecessor Event**, is introduced as a project field in SAP Ariba Contracts. The **Predecessor Event** shows a link, if available, to the guided sourcing event or a subproject within a guided sourcing full project from which the contract is created.



The **Predecessor Event** field is available for selection while creating a contract workspace or modifying the details of a contract.



After selecting a **Predecessor Project**, you can select a **Predecessor Event** for the contract. When you choose **[select]** to select a predecessor event, the **Select Predecessor Event** page appears. The page lists all the subprojects in the guided sourcing full project (selected as the **Predecessor Project**) that are available for selection.



Implementation Details

General Prerequisites

- Your site must have SAP Ariba Contracts integrated with SAP Ariba Sourcing.
- This feature is supported only for contracts created from guided sourcing projects.
- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.

Configuration

Enable predecessor event identification for contracts created from guided sourcing projects

Business End User Tasks

- To create a contract from awarded guided sourcing projects, refer to Creating New Contracts from Awarded Guided Sourcing Events
  If you are creating a contract from a guided sourcing full project, verify the following points:
  - The contract only shows the **Predecessor Project** attribute with a link to the guided sourcing full project.

- The contract is associated with all the subprojects in the guided sourcing full project.

If you are creating a contract from a subproject within a guided sourcing full project, verify the following points:

- The contract shows the **Predecessor Project** attribute with a link to the guided sourcing full project, and the **Predecessor Event** attribute with a link to the subproject.
- The contract is not associated with any other subprojects in the guided sourcing full project.

If you are creating a contract from a single-event guided sourcing project, verify that the contract shows the **Predecessor Project** and the **Predecessor Event** attributes with links to the single-event project.

- To create a baseline contract from a guided sourcing project or event, refer to Creating a Baseline Contract in Guided Sourcing
  If you are creating a baseline contract from a guided sourcing full project, verify the following points:
  - The contract only shows the **Predecessor Project** attribute with a link to the guided sourcing full project.
  - The contract is not associated with any subprojects in the guided sourcing full project.

  If you are creating a baseline contract from a subproject within a guided sourcing full project, verify the following points:
  - The contract shows the **Predecessor Project** attribute with a link to the guided sourcing full project, and the **Predecessor Event** attribute with a link to the subproject.
  - The contract is not associated with any other subprojects in the guided sourcing full project.

  If you are creating a baseline contract from a single-event guided sourcing project, verify that the contract shows the **Predecessor Project** and the **Predecessor Event** attributes with links to the single-event project.
- To create a supplier-specific contract from a guided sourcing project or event, refer to Creating Supplier Contracts in Guided Sourcing Events Configured for Pre-Award Negotiation.
  Verify that the contract shows the **Predecessor Project** and the **Predecessor Event** attributes with links to the single-event project.
- To create a contract with predecessor details, refer to Creating Contract Projects.
- To create a contract with predecessor details using the Contract Workspace Modification API, refer to Creating Contract Workspaces Using the Contract Workspace Modification API.
- To update the predecessor details of a contract using the Contract Workspace Modification API, refer to Updating Contract Workspaces Using the Contract Workspace Modification API.

Technical Details

Product	SAP Ariba Contracts SAP Ariba Sourcing SAP Ariba APIs SAP Ariba Developer Portal
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	Changed
Lifecycle Phase	General Availability

Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SC-22525
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Download Import Summary for SM Administrator

Business Details

This feature allows administrators to download historical log summary data about data imports in *SM Administration* including file name, uploaded by user, uploaded on date, status and error count. The download functionality supports all the file types including **Suppliers**, **Suppliers from Sourcing**, **Supplier Contacts** and **Supplier Contacts from Sourcing**. The customers can use import summaries for viewing the import history providing in improved audit compliance.

The **Import Summary** tab now allows you to download all the import summary data for auditing purposes. Previously, it was limited to viewing the most recent ten import history details.

Changes to the User Interface

A new **Download** button has been added in **SM Administration** > **Data Import / Export** > **Import Summary**.

Implementation Details

Authorizations

A user with **Administrator** user group can access and download the import summary data.

Technical Details

Product	SAP Ariba Supplier Lifecycle and Performance
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SM-45570
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Solutions Description Guide

Enhancements to the Event Summary Reports in Guided Sourcing

Business Details

This feature enables you to select the item and supplier filters while creating PDF event summary reports in guided sourcing.

Previously, users had the option to download event summary reports in PDF format for the entire event. Now, buyer users can export event summary reports in PDF format for a specific supplier and an item.

Changes to the User Interface

A new dialog box, **Download Event Summary Report**, is introduced as part of this feature that opens when users select **Download report** > **Event summary report**.

The **Download Event Summary Report** dialog box contains the following fields, which can be used to filter the download:

- **Item**
- **Supplier**
- **Term**
- The **Ok** and the **Cancel** buttons

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- You must be the event owner or have project owner capabilities for the event.

Business End User Tasks

- Creating PDF Event Summary Reports in Guided Sourcing

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-51516
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Accept Terms of Use to Access SAP Business Network Discovery from Guided Sourcing

Business Details

This feature enables new buyer users to accept the Terms of Use to access the SAP Business Network Discovery application from guided sourcing events.

When new buyer users want to access the new SAP Business Network Discovery application from guided sourcing events, they must accept the Terms of Use. Only after accepting the Terms of Use, the buyer users can create SAP Business Network Discovery postings, invite suppliers to events with published postings, and perform other activities in the SAP Business Network Discovery application.

> **Note**
>
> - An enterprise user and a third-party user with the same user ID are considered as a single user in the SAP Business Network Discovery application.

Changes to the User Interface

A new message box, **Terms of Use**, is added to guided sourcing that opens when:

- A new buyer user in a specific realm tries to create a SAP Business Network Discovery posting either for the public or private sector by clicking the **SAP Business Network Discovery** option from the **Invite Suppliers** dropdown in the **Suppliers** section in a guided sourcing draft event.
- A buyer user tries to invite suppliers who have responded to previously published postings in a private-sector event by clicking the **Invite supplier from SAP Business Network Discovery posting** button in the **Items that need quotes** panel in a guided sourcing event monitoring page.

Implementation Details

General Prerequisites

- Your site must be integrated with SAP Business Network Discovery.
- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- The parameter **Block classic sourcing creation** (`Application.AQS.RFX.BlockClassicSourcingCreation`) must be enabled for your site.
  If you are a new customer, the parameter **Block classic sourcing creation** (`Application.AQS.RFX.BlockClassicSourcingCreation`) is enabled by default during site deployment to make sure that new customers use only guided sourcing for event creation. If you are an existing customer and you want to create events using guided sourcing instead of classic SAP Ariba Sourcing, you need to submit a service request to SAP Ariba Support to enable this parameter.
- The feature **SRC-1401** and the parameter `Application.AQS.RFX.EnablePublicSector` must be enabled for your site. Contact SAP Ariba Support to enable the feature and the parameter.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-54999
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Support for Validity Start and End Dates in Guided Sourcing Follow-on Documents

Business Details

This feature adds support for validity start and end dates in guided sourcing during follow-on document creation.

The **Specify a valid DocumentType and DocumentCategory combination** parameter specifies a valid combination of `DocumentType` and `DocumentCategory` in colon separated format: `DocType:DocCategory`. For guided sourcing, you can use any of the following out-of-the-box combinations:

- Integration Type 0: `PurchaseOrder:NB`
- Integration Type 1: `FrameworkOrder:FO`
- Integration Type 2: `Contract:WK`
- Integration Type 3: `Contract:MK`
- Integration Type 4: `Scheduling Agreement:LP`
- Integration Type 5: `Scheduling Agreement:LPA`

You can also use the **Specify the mapping between the custom integration types, document types, and document categories** parameter to map between a custom integration type, document type, and document category as a colon-delimited string. A site administrator must map the custom document display values to distinct positive integer values in the Enumeration files. The Enumeration files in this case contain the integration types, document display values, and values fields. For example, if you added the display value `myValue` to the Enumeration files, then you could map it as `myValue:F:WK` in the **Specify the mapping between the custom integration types, document types, and document categories** parameter.

> **Note**
>
> After the custom integration type is mapped to a document and category, you can use it in the **Specify a valid DocumentType and DocumentCategory combination** parameter. For example, if your custom integration type mapping was `myValue:F:WK`, then the parameter entry would be `F:WK`.

If the user selected a valid combination, the system will show **Validity Start Date** and **Validity End Date** and include those dates in your follow-on documents.

Previously, validity start and end dates were not included in follow-on documents from guided sourcing events.

Implementation Details

General Prerequisites

Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

You must be a member of the **Customer Administrator** group to edit Intelligent Configuration Manager parameters.

Configuration

If you configured the **Specify a valid DocumentType and DocumentCategory combination** parameter with a valid combination, the system shows **Validity Start Date** and **Validity End Date** in guided sourcing events and passes those field values to your follow-on documents.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-58130
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Specify a valid DocumentType and DocumentCategory combination
Specify the mapping between the custom integration types, document types, and document categories
Managing Enumerations

Support for Large-Capacity Events in Guided Sourcing

Business Details

This feature adds support for large-capacity RFP events in guided sourcing.

Large-capacity RFPs are non-competitive RFPs that can contain up to 10,000 line items, 700 suppliers, and 50 terms per line item. Contents for large-capacity events are accessed using Excel spreadsheets and are not directly visible in the user interface. Event managers create and edit contents using Excel spreadsheets, and participants submit responses using Excel spreadsheets.

Implementation Details

General Prerequisites

Your site must have a guided sourcing template for large-capacity RFPs.

Your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group.

Configuration

The type of event capacity is configured in the event template, specified by the **Capacity Type** and **Capacity type for the event** settings. Large-capacity events are only supported for non-competitive events (the event rule **Must participants improve their bids** must be set to **No**).

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Configuration
Functional Localization	No localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-58288
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

About Large-Capacity RFPs

Manage Access to Restricted Questions and Responses in Guided Sourcing Events

Business Details

This feature enables you to prevent unauthorized users from creating and editing restricted questions and viewing their responses in guided sourcing events.

This feature is available to users with the newly introduced role, **Access Restricted Questions**, and are members of the Category Buyer and Event Administrator user groups. When template administrators create restricted questions in the guided sourcing event template, then only authorized users can edit restricted questions and view their responses in guided sourcing events by using the guided sourcing user interface. This feature also enables authorized users to create and delete restricted questions from guided sourcing events by using the Event Management API. Buyer users can retrieve restricted questions in guided sourcing events by using the Event Management API.

Previously there was no option to prevent unauthorized users from creating and editing restricted questions, and viewing their responses in guided sourcing events.

Now, template administrators can configure the guided sourcing event template so that only authorized users can edit restricted questions, and view their responses in guided sourcing events. For more information, refer to Prevent editing questions and viewing responses and Restricted Question.

You can obtain the `IsRestricted` and `IsReviewedByAuthorizedUser` properties for restricted questions by using the following endpoints of the Event Management API:

- `GET /events/{eventId}/items`
- `GET /events/{eventId}/items/{itemId}`
- `GET /events/{eventId}/items/pages/{pageNumber}`

You can delete restricted questions by using the following endpoint of the Event Management API:

- `DELETE /events/{eventId}/items`

Authorised users can create restricted questions with the following endpoints of the Event Management API:

- `POST /events`
- `POST /events/{eventId}/items`

Changes to the User Interface

A new template rule, **Prevent editing questions and viewing responses**, is added to a new section, **Special Rules**, in the guided sourcing event templates with **Yes** and **No** options.

When the **Prevent editing questions and viewing responses** rule is set to **Yes** in the guided sourcing event templates, then a new field, **Restricted Questions** is added to the Questions in the guided sourcing event template with **Yes** and **No** options.

When you set **Restricted Questions** to **Yes**, then in the **Questions, requirements, and attachments** panel in guided sourcing events in draft state, the following user interface changes occur for unauthorized users:

- The **Edit question** option is unavailable.
- The **Move**, **Copy**, **Delete**, and **Edit questions** buttons are disabled.

Implementation Details

General Prerequisites

- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.
- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.
- The event must be created from a template with the following **Special Rules** settings:
  - **Prevent editing questions and viewing responses**: **Yes**

- In the event template, you must define a project group to manage access to restricted questions and responses:
  - Edit or create a new project group and:
    - Assign the role **Access Restricted Questions** to the group
    - The **Can owner edit this Project Group** rule set to **No**
    - Add at least one member who belongs to the following user groups to the newly created project group:
      - Category Buyer
      - Event Administrator
  - Set **Restricted Question?** to **Yes** in the event template. For more information, refer to Restricted Question.
- If you want to create a document choice or a sourcing event within a full project, you must create a project group and assign the role **Access Restricted Questions** to the group in the full project template.

Business End User Tasks

- Retrieving Restricted Questions with the Event Management API
- Creating Restricted Questions with the Event Management API
- Deleting Restricted Questions from Events with the Event Management API

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba APIs SAP Ariba Developer Portal
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502

Valid as Of	2025-02-14
Reference Number	SS-59754
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enhancements to the Configuration of Guided Sourcing Integration with External Systems

Business Details

This feature introduces enhancements to the configuration of guided sourcing integration with external systems.

If the **Allow external system integration** rule is not enabled or the **Allow integration types** value is not specified in the template, buyer users select a template while creating an event, warnings are displayed. When the **Allow integration types** rule does not have any value specified in the template, buyer users cannot create a follow-on document, a message is displayed specifying the reason.

Changes to the User Interface

- When the **Allow external system integration** rule is set to **No** in a guided sourcing event template and user chooses that template while creating a guided sourcing event, then the following warning message is displayed:
  - **The external system integration rule is disabled in this template. You can't send follow-on documents to the external system.**
- When the **Allow external system integration** rule is set to **Yes** but no values are chosen from the **Allow integration types** drop-down in a guided sourcing event template and user chooses that template while creating a guided sourcing event, then the following warning message is displayed:
  - **There is no integration type set in this template. You can't send follow-on documents to the external system.**
- Previously, when a user selected the **Yes** option from **Do you want to create follow on documents?** in the **Confirm award** dialog box and if there were no values selected in the **Allow integration types** drop-down in the guided sourcing event template, a message stating **No follow-on documents are available** was displayed. Now, a message stating **You can't create a follow-on document** is displayed. When you click **Show Details**, more details are displayed.
  Whereas, if there were values specified in the **Allow integration types** drop-down in the guided sourcing event template:
  - the **Integration Type** field in the **Confirm award** dialog box displays only one follow-on document type that was selected in the template in case of single award.

    - the **Integration Type** field in the **Confirm award** dialog box displays the list of follow-on document types that were selected in the template in case of split award. You can select a follow-on document as required.
- When you click **Send prices to external system**, a new dialog box, **Send prices to external system**, is displayed. If there were no values selected in the **Allow integration types** drop-down in the guided sourcing event template, a message stating **You can't create a follow-on document** is displayed. When you click **Show Details**, more details are displayed.
  Whereas, if there were values selected from the **Allow integration types** drop-down in the guided sourcing event template, then in the **Send prices to external system** dialog box, the **Integration Type** field displays the follow-on document. When you click **Confirm**, the follow-on document is created.
- In the **Send prices to external system** dialog box, the **Integration Type** field displays the follow-on document type based on the values you specified for the **Allow integration types** field in the template:
    - In case of single award, the **Integration Type** field displays only one follow-on document type that was selected in the template.
    - In case of split award, the **Integration Type** field displays the list of follow-on document types that were selected in the template. You can select a follow-on document as required.

Implementation Details

General Prerequisites

- To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled and you must be a member of the **Category Buyer** group. For more information about enabling guided sourcing, refer to Setting Up Guided Sourcing.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-60423
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Update Total Grade in Grade as a Team Member and Consensus Grading Pages

Business Details

This feature enables you to view the total grading value at the supplier response level in the Grade as a team member and Consensus grading pages.

In guided sourcing, you can see the **Update Total Grade** button on **Grade as a team member** and **Consensus grading** pages for events in the **Review Response** state. As a team grader, after you've added grades to the terms, you can click **Update Total Grade** to see the total grade for that supplier response in the column header. This helps you see the calculated total grade before saving or submitting the grades. If you close the page without saving or submitting, the grades of the terms and the total grade calculated are lost. You'll have to enter the grades again and click **Update Total Grade**.

> ⓘ Note
>
> In the **Consensus grading** page, you can view the **Update Total Grade** button only if the bidding rule **Enable scoring on participant responses** is set to **Yes** and **Disable scoring override** is set to **No**.

The change in the functionality is that earlier, you had to save or submit the grades and then reopen the page to be able to see the total grade. Now, before saving or submitting the grades, you can see the total grade by clicking **Update Toal Grade** and, if required, revise the grades and then submit.

Changes to the User Interface

The **Update Total Grade** button is added to **Grade as a team member** and **Consensus grading** pages.

Implementation Details

General Prerequisites

- Your site must be guided sourcing enabled and you must be a member of the Category Buyer group.
- You must use an RFP or RFI event with:
  - The **Enable scoring on participant responses** event rule enabled
  - A **Review for team grading** task that is not started. A **Review for team grading** task must be configured in the event template, as described in Configuring Event Templates for Guided Sourcing in the Setting Up Guided Sourcing guide.

Authorizations

You must be the event owner or have project owner capabilities for the event.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-61342
Sub Process (Modular Business Process)	Not Applicable

Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer User

Related Information

Team Grading in Guided Sourcing Events

Ability to Include Line Item Details in Approval Tasks Sent From SAP Ariba Sourcing to SAP Task Center

Business Details

This feature enables you to include line item details in the approval tasks that are sent from SAP Ariba Sourcing to the SAP Task Center.

Earlier, only the header information was included in the approval tasks sent to SAP Task Center. This feature introduces the parameter **Enable the data-driven task details endpoint to display line item details in SAP Task Center** (`Application.AQS.Oneinbox.EnableDataDrivenTaskDetails`). When you set the value of this parameter to Yes, the line item details are also included in the approval task. This helps in making an informed decision about approving the task.

Implementation Details

General Prerequisites

The following prerequisites must be met:

- You must be a member of the **Customer Administrator** group to access **Intelligent Configuration Manager** workspace and tasks.
- You must enable the parameter **Enable SAP Task Center for SAP Ariba Sourcing** (`Application.AQS.Oneinbox.IntegrateSourcingApprovalTasksWithOneinbox`) in the Intelligent Configuration Manager.

Configuration

Configure the parameter Enable the data-driven task details endpoint to display line item details in SAP Task Center [page 991] in the Intelligent Configuration Manager.

Technical Details

Product	SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Configuration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-62650
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Enable the data-driven task details endpoint to display line item details in SAP Task Center

Determines whether line item details are displayed in SAP Task Center when SAP Ariba Sourcing is integrated with SAP Task Center. When this parameter is set to Yes, line item details are displayed in SAP Task Center.

ID	`Application.AQS.Oneinbox.EnableDataDrivenTaskDetails`
Name	**Enable the data-driven task details endpoint to display line item details in SAP Task Center**
Default value	**No**

When this parameter is set to **Yes**, line item details are displayed in the approval tasks sent from SAP Ariba Sourcing to SAP Task Center. When set to **No**, only the header information is included in the approval task sent to SAP Task Center.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Enhancements to ETendering Notice Validation

Business Details

This feature enables the check of basic errors while filling the eTendering notices and the validation of business errors before the notice is submitted for publishing.

As you enter the data in each section of the notice, the **Validation Errors** popup lists basic validation errors such as incorrect input format and empty mandatory fields. As you navigate to the subsequent sections, the errors are appended to this popup until you resolve them. You can also validate the entire notice for basic errors by clicking **Validate**. After resolving all basic validation errors, you can again click **Validate** to perform the business rules check on the entire notice.

The **Previous** and **Next** buttons allow you to navigate to the previous and next sections. In the last section, you can see the **Review** button instead of the **Next** button. Clicking **Review** checks for the errors again and takes you to the **Summary** section if all basic and business errors are resolved. You can review the data and save the notice. Submit the notice to the portal when its status changes to **Ready for Submission**.

The change in the functionality is that previously, business rules validation was performed after the notice was submitted. Now, the business rules can be validated before submitting the notice.

> **Note**
>
> - The Business validations errors are not automatically updated in the popup when you resolve the error. You must run the validation again to update the list of business errors.
> - The Business validation errors are always displayed in English, irrespective of the user locale.

Changes to the User Interface

The notices now have the following additional buttons:

- The **Previous** and **Next** buttons for navigation
- The **Validate** button to validate basic and business rule validation

Implementation Details

General Prerequisites

- This feature is supported only in the guided sourcing user interface. To use this feature in the guided sourcing user interface, your site must have guided sourcing enabled.
- ETendering must be enabled for the site.
- ETendering notices must be associated with the sourcing project template.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	ET-4141
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Publishing a PIN and CN to the TED eForms Portal

Enhancements to the Manage Taxonomy and Manage Configurations Apps in SAP Ariba Category Management

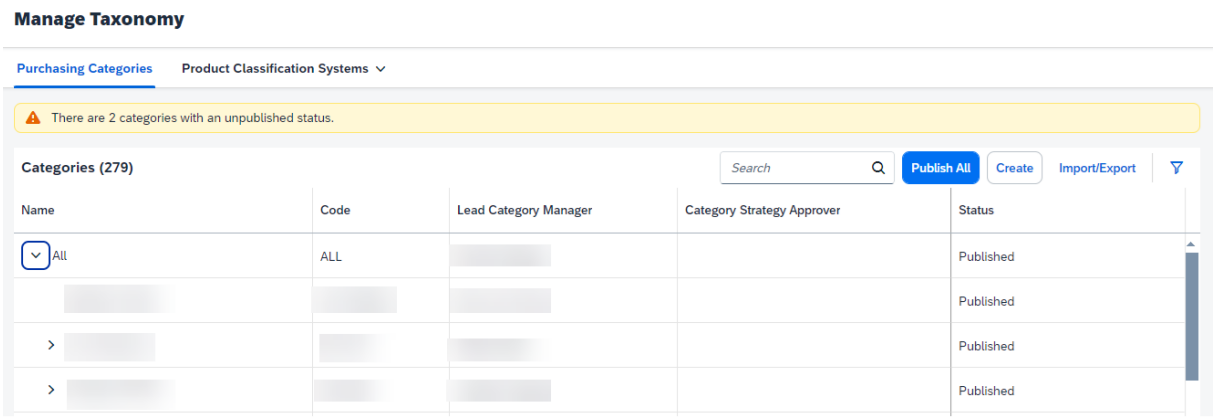
Business Details

This feature enables category management administrators to configure product classification systems, like UNSPSC and custom domain codes, directly in the **Manage Taxonomy** app of SAP Ariba Category Management. It simplifies workflows by combining product classification and category taxonomy management into a single app.

Changes to the User Interface

Manage Taxonomy app:

- The **Manage Taxonomy** page now displays two tabs, **Purchasing Categories** and **Product Classification Systems** as shown below:

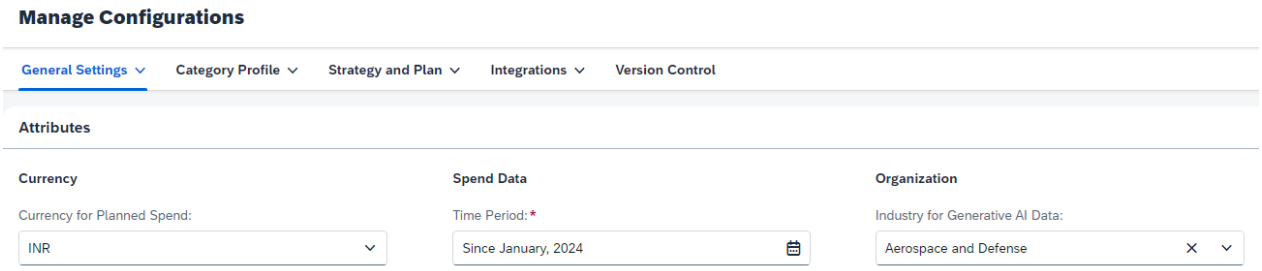


- **Purchasing Categories**: Use the tab to create, manage, and monitor purchasing categories.
- **Product Classification Systems**: Use the tab to configure product classification systems such as UNSPSC and custom domain codes.

- A new button, **Publish All**, is now available for you to publish all categories at once.

Manage Configurations app:

The configurations previously located under the **Taxonomy** dropdown menu have been moved to the **Manage Taxonomy** app, now found under the **Product Classification Systems** dropdown menu.



Implementation Details

General Prerequisites

You must be a category management administrator to access the **Manage Taxonomy** and **Manage Configurations** apps.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	ARBCATA-255
Sub Process (Modular Business Process)	n/a
Application Component	S2P-SRC-CATM
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer

Operational Reporting API for SAP Ariba Category Management

Business Details

SAP Ariba Category Management now provides the Operational Reporting API, designed for use by client applications. Built on OpenAPI specifications and leveraging the OData standard, this API enables the retrieval of operational data such as strategy and plan documents, categories with product classifications, and category profiles. The retrieved data can be used with external reporting tools for comprehensive data analysis.

The API provides the following endpoints:

Endpoint	Description
`GET /Categories`	Retrieves a list of categories and its attributes.

Endpoint	Description
`GET /Categories({ID})`	Retrieves a category and its attributes.
`GET /CategoryProfiles`	Retrieves a list of category profiles.
`GET /CategoryProfiles({ID})`	Retrieves a category profile.
`GET /CategoryStrategyandPlanDocuments`	Retrieves a list of strategy and plan documents for all categories.
`GET /CategoryStrategyandPlanDocuments({ID})`	Retrieves a strategy and plan document.

The SAP Ariba Category Management APIs are published on the SAP Business Accelerator Hub. The SAP Business Accelerator Hub is a web application hosted by SAP. It allows you to explore, discover, and consume APIs. For more information, see SAP Business Accelerator Hub.

For information on APIs provided by SAP Ariba Category Management, see API Guide for SAP Ariba Category Management.

Implementation Details

General Prerequisites

You must have obtained the clientID, clientsecret, and url field values of the `catman-public-api` service instance from your SAP Ariba Category Management subaccount on SAP BTP and generated an access token. For more information, see API Guide for SAP Ariba Category Management.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	n/a

Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CATMAN-468
Sub Process (Modular Business Process)	n/a
Application Component	S2P-SRC-CATM
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer

Ability to Add Primary and Secondary Value Levers to Initiatives

Business Details

This feature enables category managers to add primary and secondary value levers to an initiative in SAP Ariba Category Management. This helps give category managers greater insights into strategies and actions that can help their organization achieve optimal value from procurement.

It is recommended you add value levers before creating category initiatives. Once added, the created value lever is available in the **Primary Value Lever** and **Secondary Value Lever** dropdown menus.

The value lever you select in the **Primary Value Lever** dropdown menu is not listed as an available option in the **Secondary Value Lever** dropdown menu. Secondary value lever selections are also not listed as available options in the **Primary Value Lever** dropdown menu. If you want to make a secondary value lever a primary value lever, you must first remove the value lever from the **Secondary Value Lever** dropdown menu.

Changes to the User Interface

Develop Strategy and Plan app:

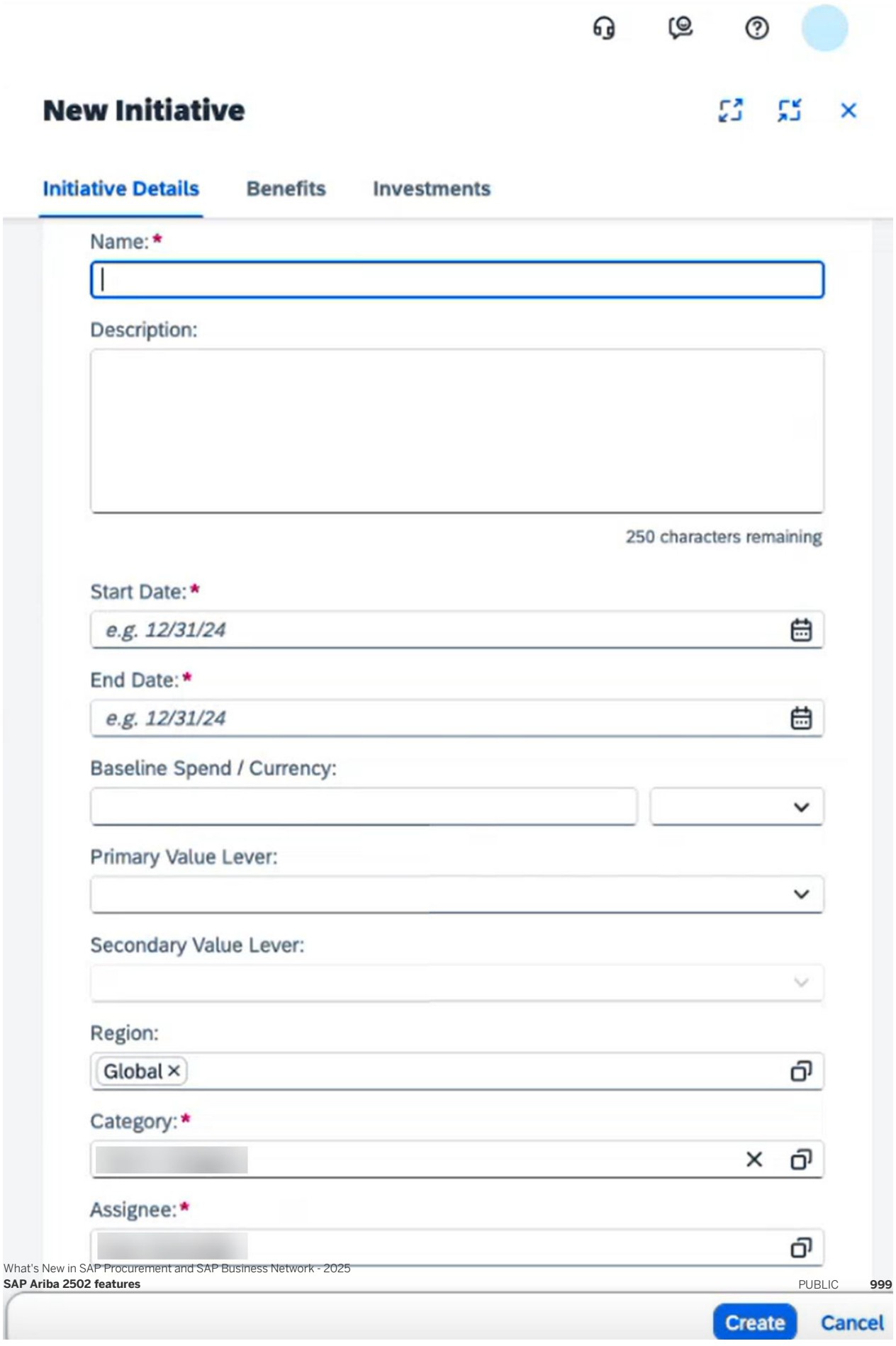
This feature introduces the following changes to the user interface in the **Initiative Details** section on the **New Initiative** page:

- The **Value Lever** dropdown menu has been renamed to **Primary Value Lever**. Value levers that aren't selected as a secondary value lever are listed as available options in the **Primary Value Lever** dropdown menu. You can select one primary value lever.

- A **Secondary Value Lever** dropdown menu has been added. Value levers that aren't selected as a primary value lever are listed as options in the **Secondary Value Lever** dropdown menu. You can select multiple secondary value levers.

  > ### Note
  >
  > You must select a primary value lever before you can add secondary value levers to an initiative.

The following image shows the **Initiative Details** section on the **Initatives** page.


New Initiative
Initiative Details
Benefits
Investments
Name:*
Description:
250 characters remaining
Start Date:*
e.g. 12/31/24
End Date:*
e.g. 12/31/24
Baseline Spend / Currency:
Primary Value Lever:
Secondary Value Lever:
Region:
Global
Category:*
Assignee:*
Create
Cancel

Initiatives Overview app:

Primary Value Lever and **Secondary Value Lever** columns are now available in the **Initiatives** table.

Implementation Details

General Prerequisites

This feature has the following prerequisites:

- You must be the category manager to create initiatives with primary and secondary value levers.
- You must have added value levers for your category in the **Value Levers** tool. For more information, refer to Adding, Editing, and Deleting Value Levers of a Category.

Business End User Tasks

Category managers can create initiatives with primary and secondary value levers. For more information, refer to Creating, Editing, and Deleting Category Initiatives.

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	ARBCATA-444

Sub Process (Modular Business Process)	n/a
Application Component	S2P-SRC-CATM
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer

Related Information

Category Initiatives

Ability to Manage Time Period for Spend Data in Category Management

Business Details

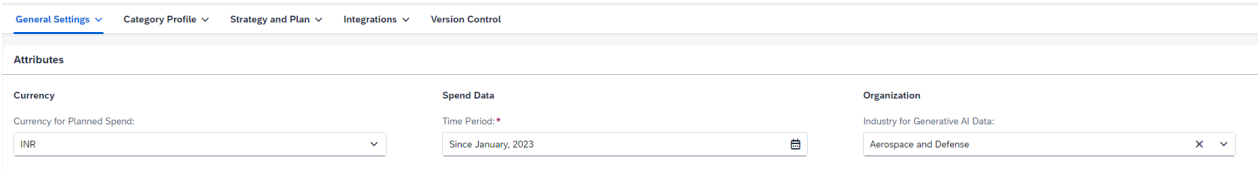
This feature enables category management administrators to configure the preferred time period for spend data in the **Manage Configurations** app of SAP Ariba Category Management. The selected time period determines the spend data displayed across all apps in category management, enabling you to build strategies based on specific years of spend.

If no time period is configured, the spend data defaults to displaying data from the last 12 months.

Examples of the User Interface

Manage Configurations app:

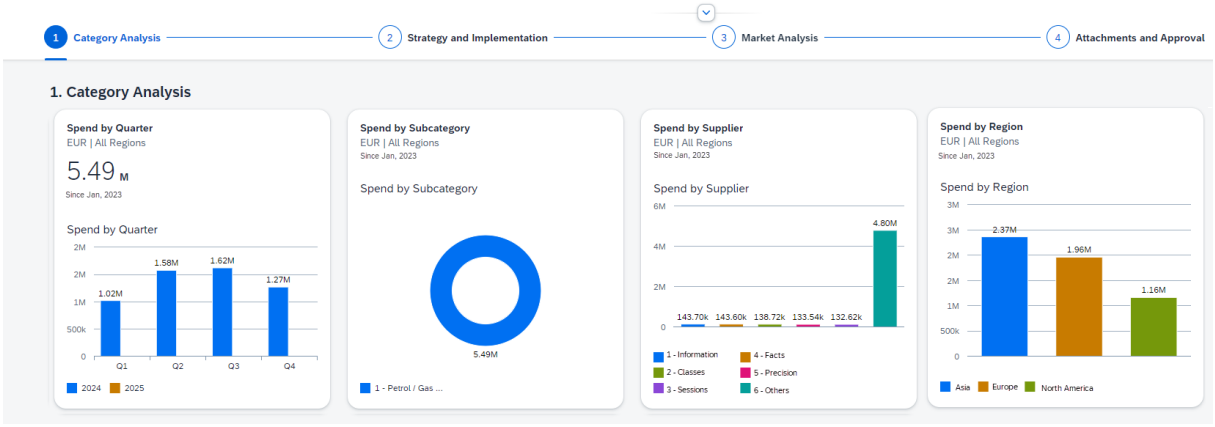
A new field, **Time Period**, is now available on the **General Settings** page, enabling category management administrators to configure the time period for spend data.



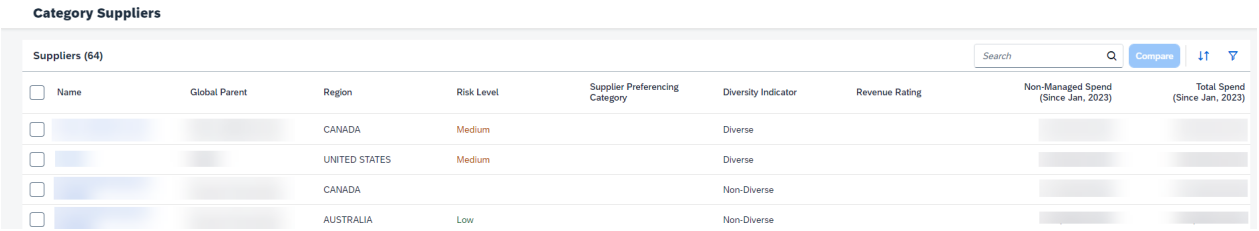
Develop Strategy and Plan app:

The spend data shown in the following pages is based on the configured time period:

- **Category Spend Profile** cards



- **Category Segmentation** page
- **Non-Managed Spend** and **Total Spend** columns headers in the **Category Suppliers** page



Monitor Strategy Execution app:

The spend data shown for the subcategories in the **Categories** card is based on the time period configured in the **Manage Configurations** app.

Implementation Details

General Prerequisites

You must be the category management administrator to configure the time period for spend data.

Business End User Tasks

Category management administrators can configure the time period for spend information ranging back to 3 years. For example: When configuring spend time in December 2024, you can set it from January 2021.

For more information, see Configuring Time Period for Spend Data [page 1004].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement

Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CATMAN-425
Sub Process (Modular Business Process)	n/a
Application Component	S2P-SRC-CATM
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer

Related Information

Configuring Time Period for Spend Data [page 1004]
Category Spend Profile
Category Suppliers

Configuring Time Period for Spend Data

You can configure the preferred time period that determines the spend data shown in category management.

Prerequisites

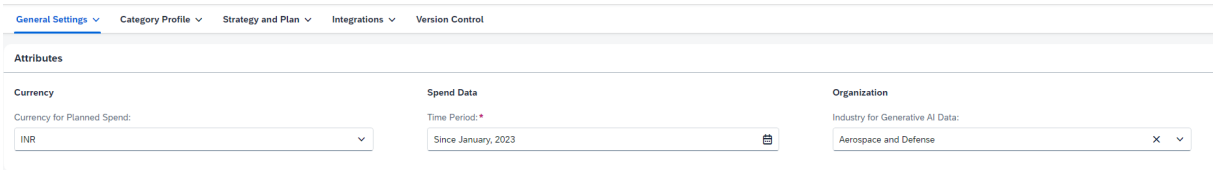
You must have the **Category Management Administrator** role collection or `CategoryManagementAdministrator` user group assigned.

Context

You can configure the preferred time for spend data that is shown across all category management tools. If no **Time Period** is configured, spend for the last 12 months is shown by default. You can configure a time period ranging back to 3 years, starting from the current date. For example, if you configure the spend time period on December 10, 2024, you can set it starting from January 10, 2021.

Procedure

1. From the SAP Ariba Category Management launchpad, click **Manage Configurations**.
2. Click **General Settings** > **Attributes**.



3. Click in the **Time Period** field and choose a month and year from the dropdown. You can configure a time period ranging back to 3 years, starting from the current date. For example, if you configure the spend time period on December 10, 2024, you can set it starting from January 10, 2021.

Results

The spend data on spending is displayed across all apps in category management for the time period configured here.

Related Information

Category Spend Profile
Category Suppliers
Category Segmentation

Ability to Use Supplier Preferencing in SAP Ariba Category Management

Business Details

This feature enables you to use supplier preferencing in SAP Ariba Category Management. Supplier preferencing helps organizations understand how suppliers perceive them and categorize suppliers based on these perceptions. By identifying supplier preferencing categories, businesses can enhance relationships, improve supplier engagement, and manage interactions more effectively. With this feature, you can do the following:

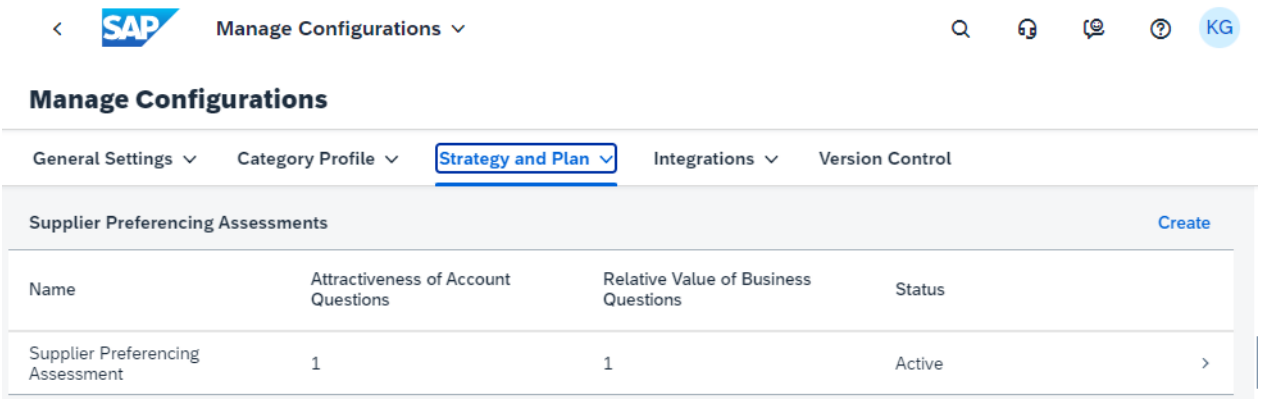
- As a category management administrator, you can configure supplier preferencing assessments.
- As a category manager, you can assess individual suppliers using the assessment questionnaire in the **Category Suppliers** tool to determine the supplier preferencing category.

For more information, see Supplier Preferencing [page 1009].

Examples of the User Interface

Manage Configurations app:

A new section, **Supplier Preferencing Assessments**, is now available in the **Strategy and Plan** > **Assessments** page, as shown below:



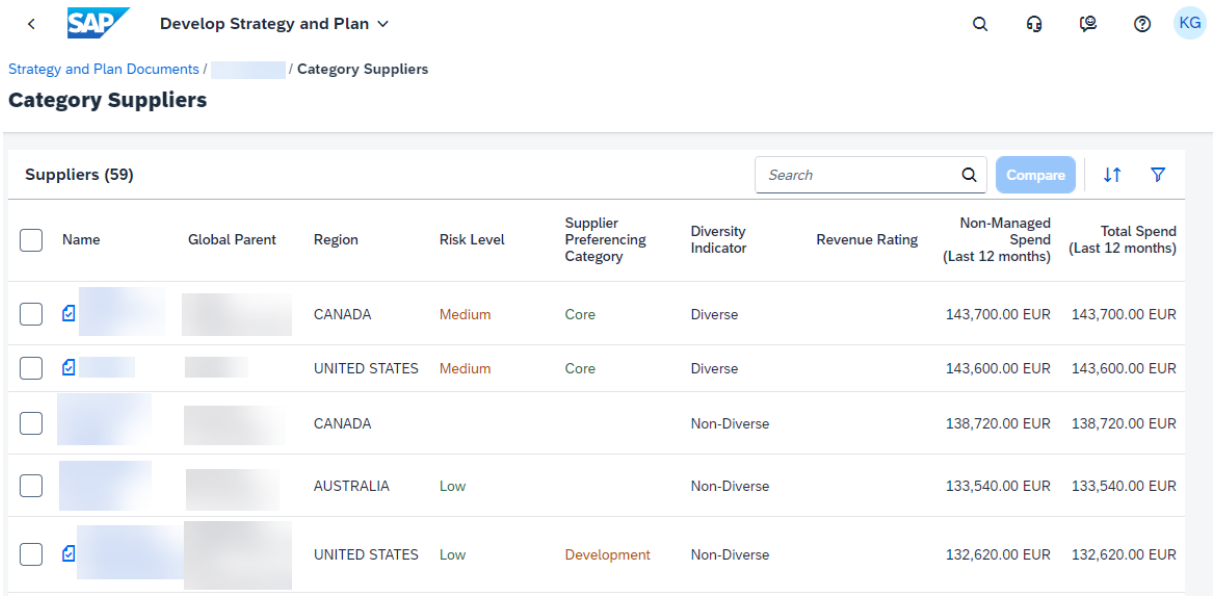
SAP Ariba Category Management provides a default supplier preferencing assessment that you can use or create a new one. Use the **Create** button in the **Supplier Preferencing Assessments** section to create a new assessment. If you create a new assessment, you must activate it before it can be used.

Upon selecting an assessment in the **Supplier Preferencing Assessments** table, you get to edit the details of the assesment, questions, question types, and weights for the two supplier preferencing dimensions, and activate or inactivate the assessment.

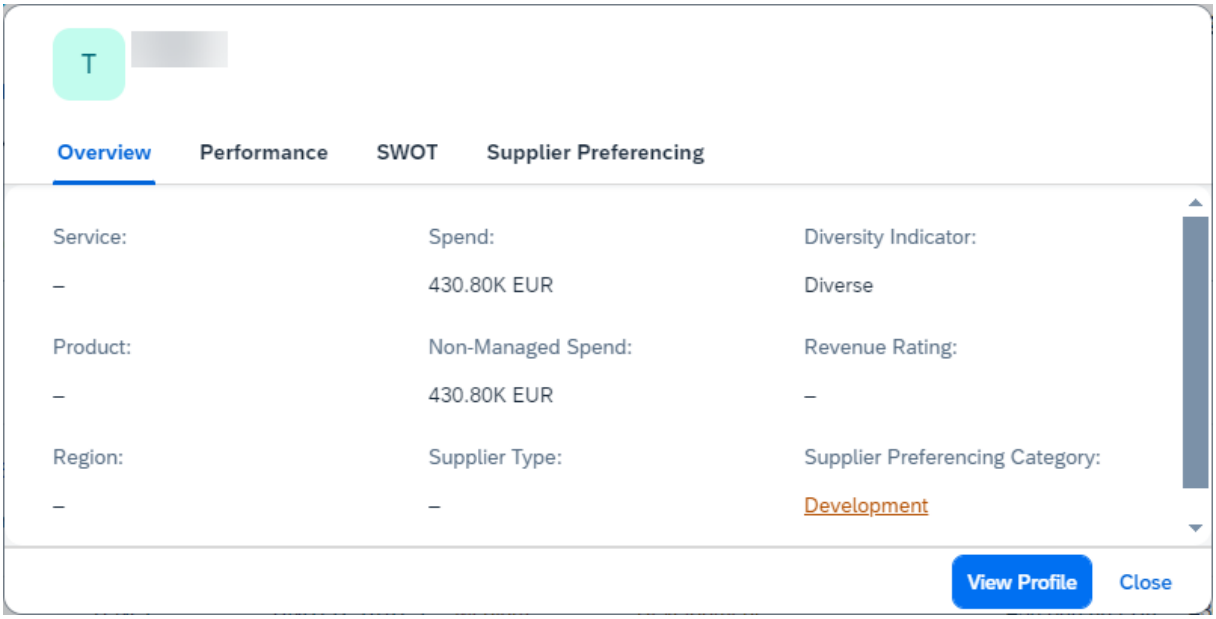
Develop Strategy and Plan app:

The following user interface changes are introduced in the **Category Suppliers** tool:

- A new column, **Supplier Preferencing Category**, is now displayed in the **Suppliers** table.

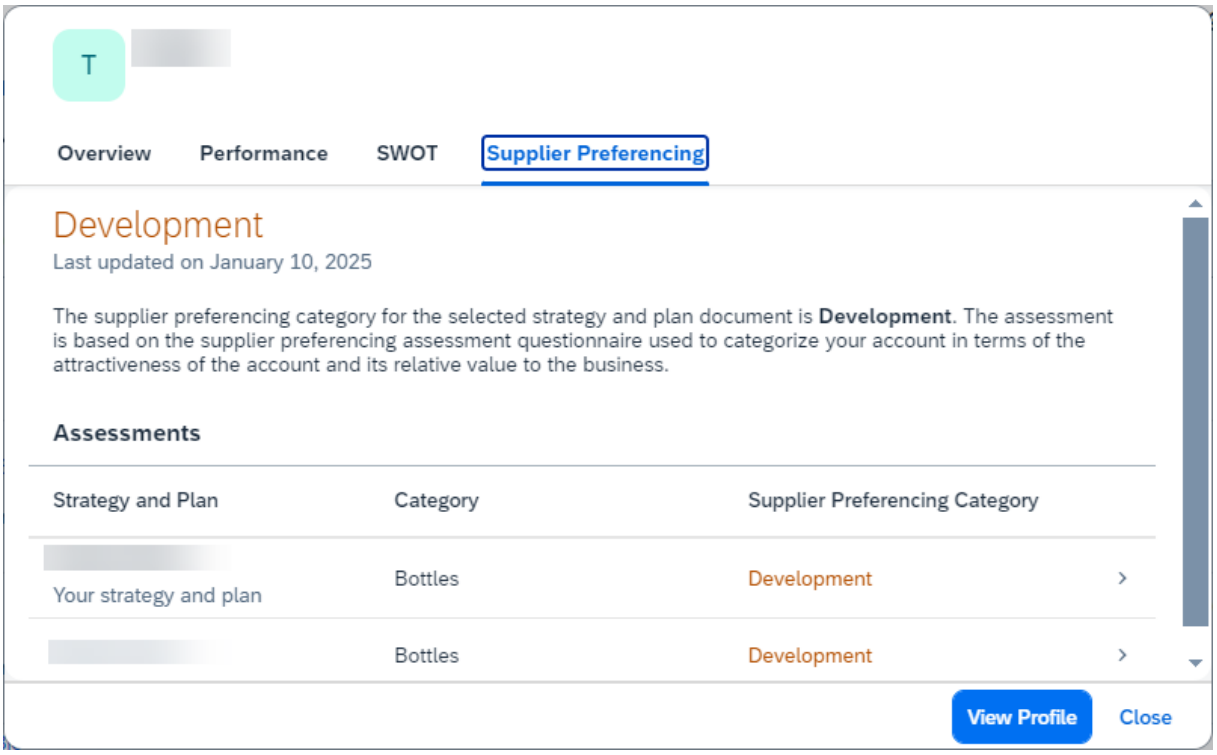


- A new attribute, **Supplier Preferencing Category**, is now displayed in the **Overview** tab of the supplier dialog box.



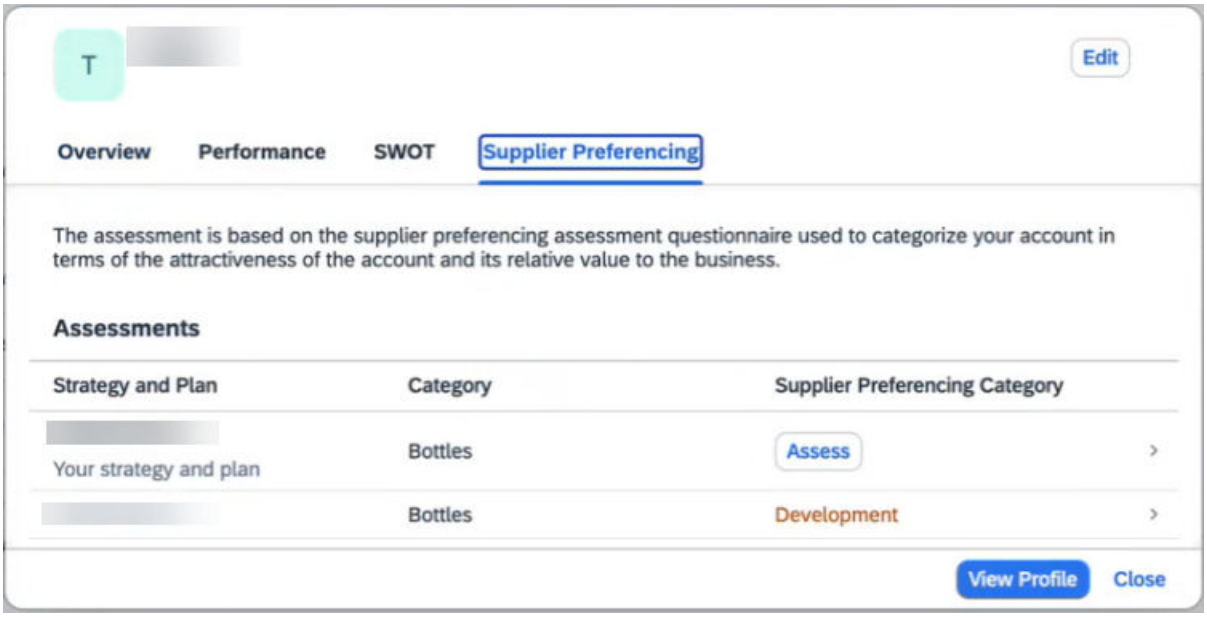
This attribute displays the supplier preferencing category as a clickable link. Clicking the link allows you to view and update the supplier preferencing assessment questionnaire.

- A new tab, **Supplier Preferencing**, is now available in the supplier dialog box, as shown below:



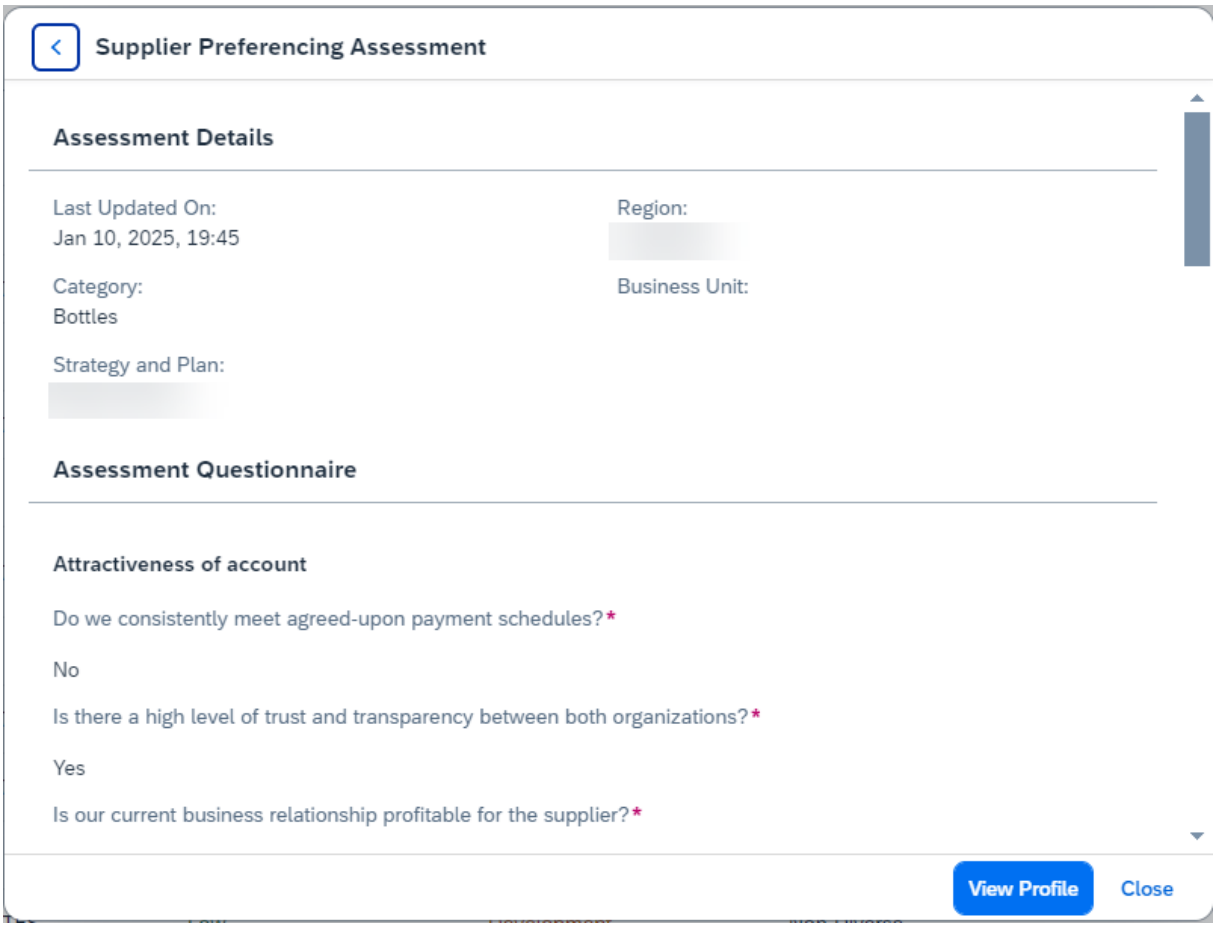
This tab displays a list of available assessments for strategy and plan documents and allows you to evaluate suppliers' perceptions of your organization using an assessment questionnaire.

- A new button, **Assess**, is now available in the **Supplier Preferencing** tab of the supplier dialog box, as shown below:



Click the button to evaluate suppliers' perceptions by simply answering the assessment questionnaire or by copying the assessment from another strategy and plan document that's displayed in the **Recommendations** section of the **Supplier Preferencing Assessment** dialog box.

- The **Supplier Preferencing Assessment** dialog box provides the **Assessment Details**, **Assessment Questionnaire**, **Recommendations**, and **Results** sections, as shown below:



> **Note**
>
> The **Recommendations** section is only displayed if there are assessments based on matching attributes such as category, region, and business unit, for the same supplier.

Implementation Details

General Prerequisites

- You must be the category management administrator to configure supplier preferencing assessments.
- You must have created a strategy and plan document that includes the **Category Suppliers** tool.
- You must be the category manager to evaluate suppliers' perceptions of your organization using the **Category Suppliers** tool.

Business End User Tasks

- Category management administrators can create and edit supplier preferencing assessments. For more information, see Configuring Supplier Preferencing Assessments [page 1011].
- Category managers can evaluate how suppliers perceive the your organization as the buying organization using the **Category Suppliers** tool. For more information, see Assessing a Supplier's Perception of the Buying Organization [page 1013].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CATMAN-265
Sub Process (Modular Business Process)	n/a
Application Component	S2P-SRC-CATM
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer

Supplier Preferencing

Supplier preferencing is a strategic approach that helps organizations understand how suppliers perceive their importance and value. By leveraging this insight, businesses can strengthen supplier relationships, foster collaboration, and improve supply chain effectiveness.

Supplier preferencing involves evaluating how suppliers view a buying organization based on two key dimensions:

- **Attractiveness of Account**: How appealing the buying organization is to the supplier, influenced by factors like reputation, growth potential, and ease of doing business.

- **Relative Value of Business**: The monetary value or strategic importance the buying organization's spend brings to the supplier.

These dimensions are visualized in a 2*2 matrix, categorizing buyer-supplier relationships into four quadrants:

Attractiveness of Account	Relative Value of Business	Supplier Preferencing Category	Description
High	High	Core	These accounts are highly valued by suppliers due to their high volume, profitability, and strategic importance. These relationships often evolve into strategic partnerships. As a buying organization, focus on creating mutual value and avoid over-reliance on individual suppliers.
High	Low	Development	Suppliers see these accounts as high-potential opportunities with low current volume but significant room for growth. These relationships often attract investment and innovation efforts. As a buying organization, prioritize delivering growth and building a stronger partnership.
Low	Low	Nuisance	These accounts are small, often unprofitable, and costly for suppliers to manage due to high service costs and limited strategic value. As a buying organization, focus on improving your attractiveness, consolidating spend, or evaluating the necessity of these suppliers.
Low	High	Exploitable	These accounts highlight a potential imbalance in the relationship, where suppliers might feel constrained in high-volume but low-profit arrangements. As a buying organization, focus on strategies to enhance your attractiveness as a partner while continuing to deliver high value.

SAP Ariba Category Management provides a supplier preferencing assessment with a questionnaire for the key dimensions, **Attractiveness of Account** and **Relative Value of Business**. As a category manager, you can use this assessment questionnaire to assess how suppliers perceive the buying organization. By answering questions, the tool categorizes suppliers into the appropriate quadrants of a 2*2 matrix, providing valuable insights to strengthen relationships and maximize value. helps category managers assess how suppliers perceive the buying organization. For more information, see Assessing a Supplier's Perception of the Buying Organization [page 1013].

Configuring Supplier Preferencing Assessments

As a category management administrator, you can create a new supplier preferencing assessment with a set of questions, weights, and question types.

Prerequisites

You must have the **Category Management Administrator** role collection or `CategoryManagementAdministrator` user group assigned.

Context

SAP Ariba Category Management provides a preconfigured supplier preferencing assessment. You can either use the preconfigured assessment or you can create a new one to better suit your organization's needs.

The supplier preferencing assessment includes two key metrics, **Attractiveness of Account** and **Relative Value of Business**. For each metric, create a set of questions and assign appropriate weights and response types to each question.

Procedure

1. From the SAP Ariba Category Management launchpad, click the **Manage Configurations** app.

   The **Manage Configurations** page appears.
2. Click the **Strategy and Plan** tab dropdown menu and select **Assessments**.
3. Navigate to the **Supplier Preferencing Assessments** table and click **Create**.
4. Enter a name for the new assessment in the **Assessment Details** section.
5. Navigate to the **Attractiveness of Account Questions** section and click **Create**.
6. Enter the following details:
   a. Enter a question.
   b. Select **Mandatory** or **Optional** as the question type.
   c. Enter a weight (%).

      > ⓘ Note
      >
      > - When configuring the assessment questionnaire, note that a weight of 50% or above will result in a "High" rating, while a weight below 50% will result in a "Low" rating.
      > - The total weight of the questions you enter in the section must equal 100%.

   d. To add more questions, click **Create** and repeat substeps a to c.
7. Navigate to the **Relative Value of Business Questions** section and click **Create**.

8. Enter the following details:
    a. Enter a question.
    b. Select **Mandatory** or **Optional** as the question type.
    c. Enter a weight (%).

    > ⓘ Note
    >
    > - When configuring the assessment questionnaire, note that a weight of 50% or above will result in a "High" rating, while a weight below 50% will result in a "Low" rating.
    > - The total weight of the questions you enter in the section must equal 100%.

    d. To add more questions, click **Create** and repeat substeps a to c.
9. Click **Save**.

    Your assessment is saved to the **Supplier Preferencing Assessments** table and is inactive by default. If you wish to activate this assessment, navigate to the upper-right corner of the opened assessment and click **Activate**. A confirmation popup opens with a prompt asking you to override the current active assessment, click **Activate** to confirm.

    > ⓘ Note
    >
    > You can have only one active assessment at a time.

Results

- You can edit the assessment name and the questions by using the **Edit** button available in the right panel for the selected assessment. Once you click **Edit**, you can also delete questions from the **Attractiveness of Account Questions** and **Relative Value of Business Questions** sections by using the delete icon (🗑) available for the respective question.

  > ⓘ Note
  >
  > You can't delete an assessment.

- You can activate or inactivate the assessment by using the **Activate** or **Inactivate** button available in the right panel for the selected assessment.

Related Information

About Score and Weights

Assessing a Supplier's Perception of the Buying Organization

As a category manager, you can assess supplier's perception of the buying organization by using the supplier preferencing assessment.

Prerequisites

- You must be the assigned category manager for the category.
- You must have created a strategy and plan document that includes the **Category Suppliers** tool.

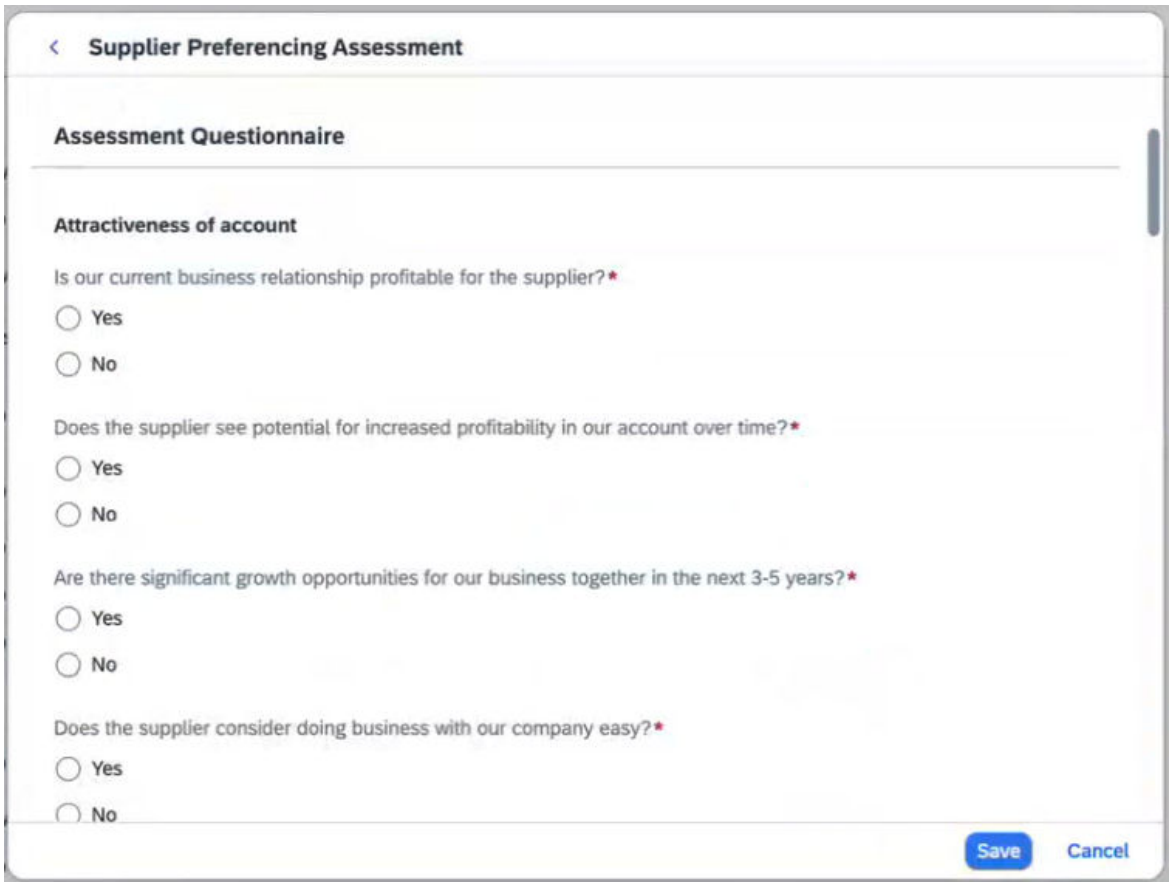
Procedure

1. From the SAP Ariba Category Management launchpad, click the **Develop Strategy and Plan** app.
2. Select a document from the **Strategy and Plan Documents** table.
3. Navigate to **Category Suppliers** card and click the card header.
4. Click the name of the supplier to view more details.

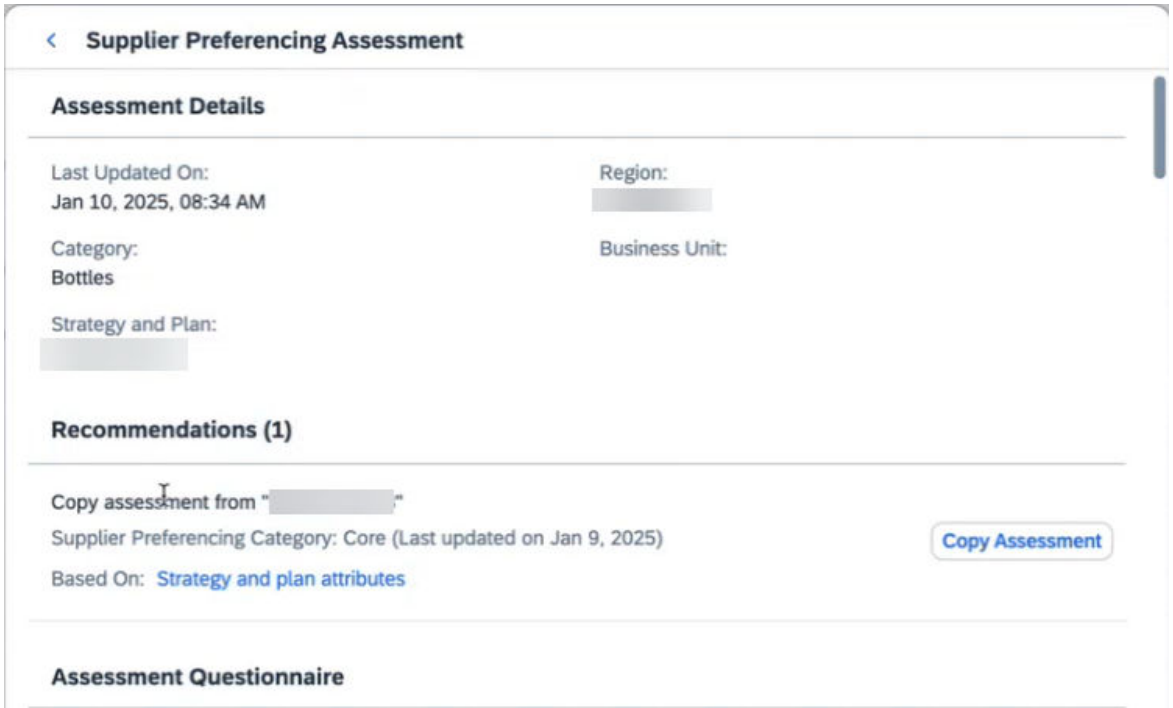
   A dialog box for the selected supplier appears.
5. Click the **Supplier Preferencing** tab.

   The **Supplier Preferencing Assessment** dialog box appears.
6. Click **Assess**.

   > ⓘ Note
   >
   > The **Assess** button is only displayed for your strategy and plan documents.
7. In order to assess the supplier's perception, you must do one of the following:
   - Manually answer the questions in the **Assesment Questionnaire** section by selecting **Yes** or **No** for each question.



- Copy the assessment of a strategy and plan document by using the **Copy Assessment** button in the **Recommendations** section.



> **Note**
>
> The **Recommendations** section is only displayed if there are assessments based on matching attributes such as category, region, and business unit, for the same supplier.

Based on the answers to the assessment questionnaire, the supplier preferencing category is displayed in the **Results** section of the **Supplier Preferencing Assessment** dialog box.

8. Click **Save**.

Results

You can edit your answers any time to change the assessment for a supplier.

SAP Ariba Category Management, AI-Assisted Category Strategy Recommendation

Business Details

This feature introduces the Generative AI capabilities in the **Category Strategy Details** tool of SAP Ariba Category Management. Generating AI-enhanced content recommendations streamlines the strategy creation process, saving time and effort while delivering tailored insights based on inputs from category managers. With Generative AI, users can enhance efficiency and focus on making informed strategic decisions, rather than spending valuable time manually analyzing data.

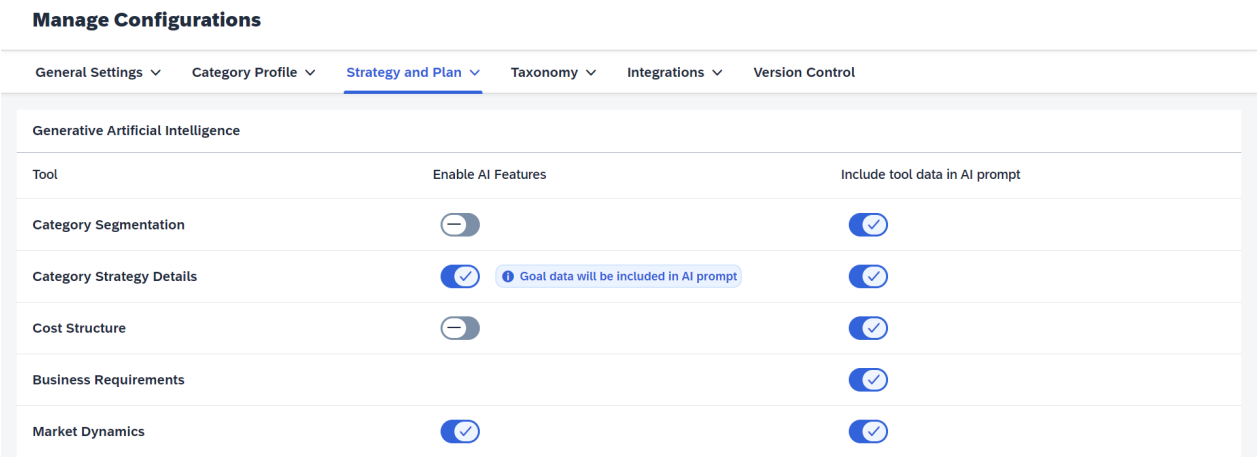
For more information, see Generating AI-Based Strategy Recommendations [page 1020].

Changes to the User Interface

Manage Configurations app:

The following are the user interface changes in the **Strategy and Plan** > **Generative AI** page:

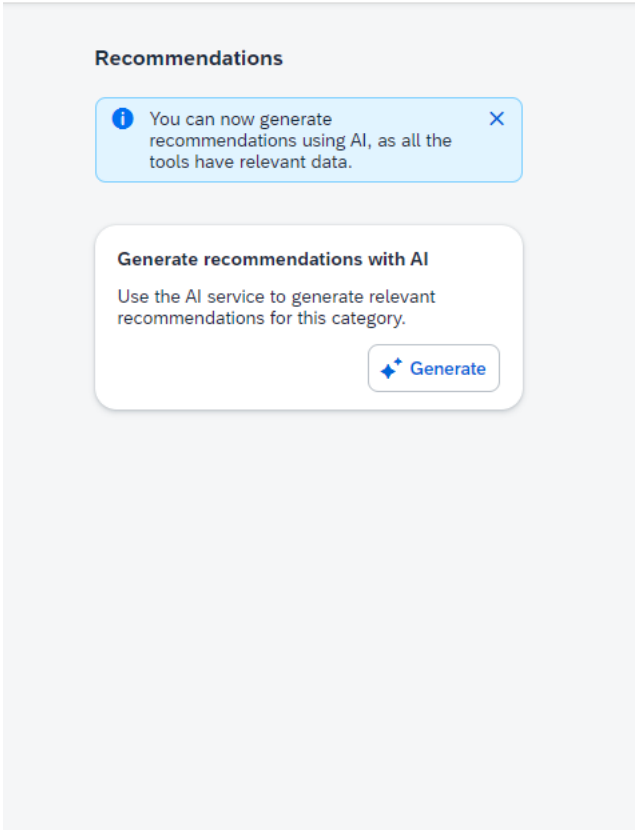
- A new tool **Category Strategy Details** is now available in the **Generative Artificial Intelligence** table. You can enable the toggle **Enable AI Feature** for **Category Strategy Details** tool to generate AI-enhanced recommendations for category strategy details.
- A new column **Include Tool Data in AI Prompt** is added to the **Generative Artificial Intelligence** table. You can enable this toggle to control sending tool data for generating AI-enhanced content recommendations. The goals data is included when generating recommendations for category strategy details.
- A new toggle **Business Requirements** is added in the **Generative Artificial Intelligence** table. You can enable this toggle to control sending business requirements data for generating AI-enhanced content recommendations for **Category Strategy Details**. Category management does not have generative AI functionality within the **Business Requirement** tool.



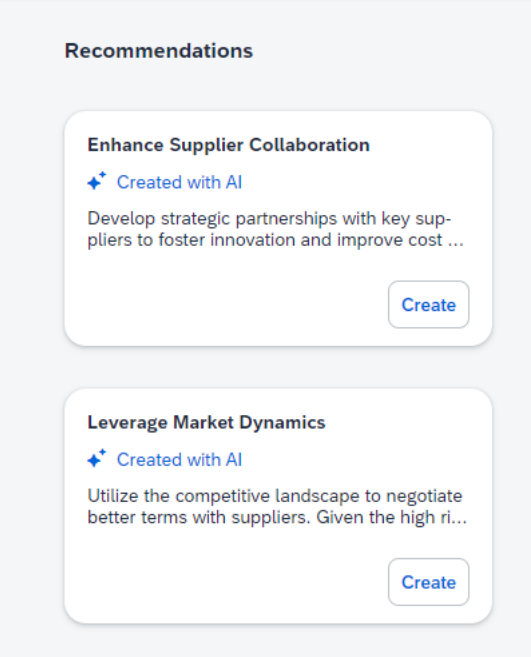
Develop Strategy and Plan app:

The following are the user interface changes in the **Category Strategy Details** page:

- A new option **Generate with AI** is available in the **Create Category Strategy Details** dropdown menu. You can choose this option to generate recommendations for creating category strategy details.
- You can now click **Generate** that's available in the **Recommendations** pane, to generate AI-enhanced content recommendations. The generated recommendations are displayed in the **Recommendations** pane.



- You can click **Create** in the respective recommendation card to create a new category strategy details.



Implementation Details

General Prerequisites

- Category management administrators must have enabled artificial intelligence (AI) for SAP Ariba Category Management. For more information, see Enabling the SAP Business AI Service.
- Category management administrators must have enabled artificial intelligence (AI) for the **Category Strategy Details** tool. For more information, see Enabling Generative AI for Tools.
- For category managers can use the generative AI feature in the **Category Strategy Details** tool, a category management administrator must enable AI service for the respective tool. For more information, see Generative Artificial Intelligence (AI).

Configuration

Category management administrators must configure the following:

- Enable the **Enable AI Feature** toggle for category strategy details.
- Enable the **Include Tool Data in AI Prompt** toggle to send category management tools data to AI prompts for generating category strategy details recommendations.
- Enable the **Business Requirements** toggle to send business requirements data to AI prompt for generating AI-enhanced content recommendations.

For more information, see Configuring the Inclusion of Data in AI Prompt [page 1019].

Technical Details

Product	SAP Ariba Category Management
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CATMAN-467
Sub Process (Modular Business Process)	Not Applicable
Application Component	S2P-SRC-CATM
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Configuring the Inclusion of Data in AI Prompt [page 1019]
Generative Artificial Intelligence (AI)
Artificial Intelligence

Configuring the Inclusion of Data in AI Prompt

Generative AI configuration allows the inclusion of tool data for category management tools in AI prompt.

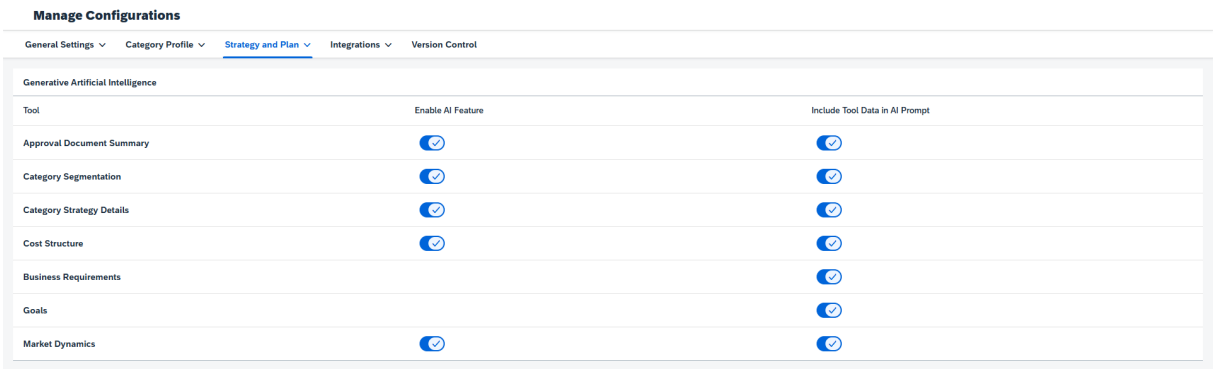
Prerequisites

- You must have the `CategoryManagementAdministrator` role assigned.
- You must have enabled the SAP Business AI service.
  For more information, see Enabling the SAP Business AI Service.

Procedure

1. From the SAP Ariba Category Management launchpad, click **Manage Configurations**.
2. Click the **Strategy and Plan** dropdown menu and select **Generative AI**.
3. Click the toggle in the **Include Tool Data in AI Prompt** column for the respective tool to send the data to AI prompt for generating category strategy details recommendations.

> **Note**
>
> Enabling the toggle **Include Tool Data in AI Prompt** for **Category Strategy Details** doesn't send the existing category strategy details tool data to AI prompts for generating recommendations.



Results

Category managers can now generate AI-based content depending on the data sent to AI prompt from the enabled tools.

Related Information

Enabling the SAP Business AI Service
Enabling Generative AI for Tools
Overview of Generative AI in Strategy and Plan Tools

Generating AI-Based Strategy Recommendations

You can create category strategy details in the **Category Strategy Details** tool by using generative AI to generate AI-enhanced content recommendations.

Prerequisites

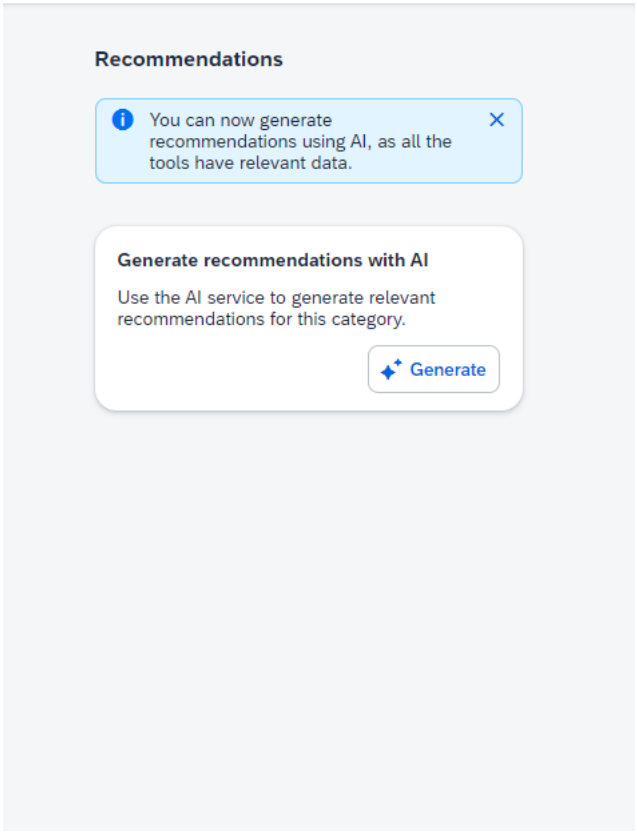
- Your category management administrator must have enabled the use of generative AI.
- You must be the assigned category manager for the category to create category strategy details.
- You must have created a strategy and plan document for the category.
- You must have created at least one goal in the strategy and plan document.
- The **Category Strategy Details** tool appears on the strategy and plan page only if it has been configured as part of the strategy and plan template. If you don't see the tool but still want to record strategy details, you can add the tool from **Manage Tools**.

Context

SAP Ariba Category Management is integrated with the SAP Business AI service that allows you to generate AI recommendations in the **Category Strategy Details** tool. These recommendations are generated based on the tool data that is sent to the AI prompt. To generate better recommendations, ensure you have relevant data in both the mandatory and optional tools.

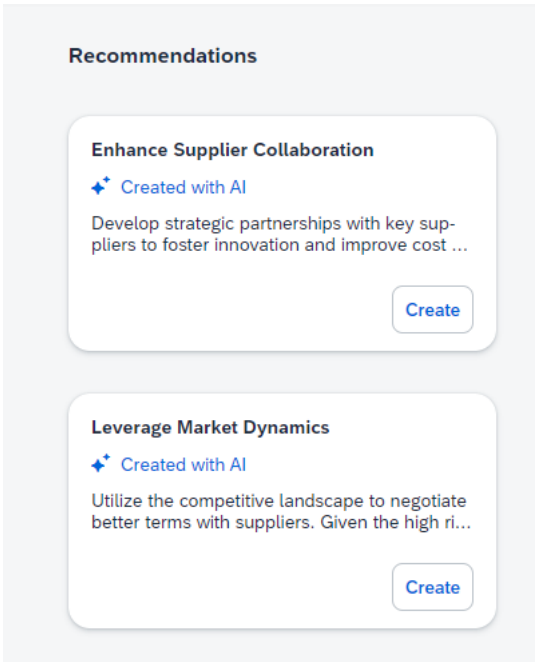
Procedure

1. From the SAP Ariba Category Management launchpad, click the **Develop Strategy and Plan** app.
2. Select a category from the **Category** field in the **Strategy and Plan** tab.
3. Select a strategy and plan document from the table.
4. Click the **Category Strategy Details** card header or click **Create Category Strategy Detail**.
5. Do one of the following to generate recommendations for category strategy details:
    - Click **Create Category Strategy Details** and choose **Generate with AI** from the dropdown menu.
    - Click **Generate** in the **Recommendations** pane.



6. Click **Create** in the respective recommendation card to create category strategy details.

   Review or modify the information as per your requirement in the **Create Category Strategy Detail** dialog.



7. Click **Create**.

8. Click **Regenerate** button in the **Recommendations** pane, to generate updated recommendations with the latest data. This button appears when the data in the strategy and plan tools is updated.

Results

A new category strategy detail card is created. You can click the **Overflow** icon (•••) available for the card to view, edit, and delete the category strategy detail.

Ability to Access the New User Interface of SAP Business Network Discovery from Classic SAP Ariba Sourcing

Business Details

This feature enables buyers using classic SAP Ariba Sourcing integrated with SAP Business Network Discovery to access the new user interface of SAP Business Network Discovery.

When a buyer user clicks **SAP Business Network Discovery** form the **Create** menu on the dashboard, the new user interface of SAP Business Network Discovery opens. When users navigate back to the Classic SAP Ariba Sourcing user interface, they will be able to create and publish postings for public- and private-sector events.

Changes to the User Interface

On the dashboard, in the **Create** menu, the **Supplier Research Posting** option is now renamed to **SAP Business Network Discovery**. When you click **SAP Business Network Discovery**, the new user interface of the SAP Business Network Discovery opens.

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface.
- Your site must be integrated with SAP Business Network Discovery.
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
- The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

> **Note**
>
> - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.

- If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-65850
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Ability to Create Postings in Classic SAP Ariba Sourcing Integrated with the New SAP Business Network Discovery

Business Details

This feature enables buyers using classic SAP Ariba Sourcing integrated with the new SAP Business Network Discovery to create and publish postings for public- and private-sector events. In public-sector events, such suppliers, who express interest, are automatically invited; in private-sector events, buyer users can choose to invite all, some, or none of such suppliers.

With this feature, the sourcing events with the legacy SAP Business Network Discovery postings are migrated to the new SAP Business Network Discovery for SAP Ariba Sourcing.

Changes to the User Interface

- The following user interface changes are introduced in the **Suppliers** page during the event creation process:
  - The **Supplier Discovery Posting** section is now renamed to **Create an SAP Business Network Discovery Posting**.
  - The **Supplier Discovery Posting** button in the **Create an SAP Business Network Discovery Posting** section is now renamed to **Create SAP Business Network Discovery posting**.
    - When you click the **Create SAP Business Network Discovery posting** button, a new page, **Create posting**, appears within the **Create an SAP Business Network Discovery Posting** section.
  - The **Create Supplier Research Posting** button in the **Invited Participants** section (that is displayed when you click **the link to proceed to invite participants**) is now renamed to **Create SAP Business Network Discovery Posting**.
- The **Supplier Discovery Posting** button is now renamed to **View SAP Business Network Discovery posting** for draft and published postings.

Implementation Details

General Prerequisites

- This feature is supported in the classic SAP Ariba Sourcing user interface.
- Your site must be integrated with SAP Business Network Discovery.
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
- The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

> **Note**
>
> - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.

- If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.

Business End User Tasks

- Creating SAP Business Network Discovery Postings for Private-Sector Events in SAP Ariba Sourcing [page 1026]
- Importing and Inviting SAP Business Network Discovery Suppliers to Private-Sector Events in SAP Ariba Sourcing [page 1030]
- Creating SAP Business Network Discovery Postings for Public-Sector Events in SAP Ariba Sourcing [page 1032]
- Migrating Postings from the Legacy SAP Business Network Discovery to the New SAP Business Network Discovery for SAP Ariba Sourcing [page 1035]

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-63406
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable

Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Creating SAP Business Network Discovery Postings for Private-Sector Events in SAP Ariba Sourcing

SAP Business Network Discovery postings enable suppliers who are not part of the buyer's supplier network to express their interest to participate in the event. When you create and publish postings for private-sector events, you can choose to invite all, some, or none of such suppliers.

Prerequisites

- Your site must be integrated with SAP Business Network Discovery.
- You must be a member of one of the following groups:

  Category Manager
  Commodity Manager
  Customer Administrator (access to this group must be approved by SAP Ariba)
  Event Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
  Junior Procurement Agent
  Junior Sourcing Agent
  Limited Event Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
  Procurement Agent
  Sourcing Agent
  Sourcing Approver
  Sourcing Project Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
- The event must be created from a sourcing template with the **Is the sourcing event for the public sector** rule set to **No**.
- The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

> **Note**
>
> - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.
> - If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.

Context

There are several ways to initiate a SAP Business Network Discovery posting from a sourcing event such as an auction, or by creating an independent posting on SAP Business Network Discovery before you create your sourcing event.

SAP Ariba Sourcing leverages SAP Business Network Discovery to give you the ability to create a SAP Business Network Discovery posting directly from the **Suppliers** page during the event creation process.

While creating an SAP Business Network Discovery posting, you can specify your supplier requirements for private-sector events and publish the posting.

Procedure

1. Access the **Suppliers** page during the event creation process.
2. Click **Create SAP Business Network Discovery posting**.

   The **Create posting** page appears.

   Alternatively, click **Proceed To Invite Suppliers**. In the **Invited Participants** section, click **Create SAP Business Network Discovery Posting**. Click **Create SAP Business Network Discovery posting**.

   The **Posting Responses** tab displays questions initiated by suppliers.
3. Specify the following details in the **Let's get started** section:
   1. Click the  icon in the **Commodities** field, select the commodities from the popup window, and click **Ok**.

      > **Note**
      >
      > Select the same commodities as those in the event.

   2. Click the  icon in the **Regions** field, select regions from the popup window, and click **Ok**.

      > **Note**
      >
      > Select the same regions as those in the event.

   3. Select the **Prefer suppliers physically present in the selected location** checkbox if you want suppliers to be physically present in the location.

4. In the **Posting title** box, enter the title for the posting.
5. In the **Posting description** box, enter a brief description of the posting. The **Posting description** box includes a rich-text editor that enables you to add formatting effects, including bold, italic, underlined, and strikethrough text.
6. To attach a file, click **Upload** and double-click the file you want to attach. Alternatively, drop the file in the **Attachments** box to attach it.
   The maximum file size allowed is 4 MB for an individual file and a total of 10 MB when multiple files are uploaded. You can attach up to five files.
   The supported file types are: PNG, JPEG, JPG, GIF, PDF, XLSX, XLSM, XLSB, XLTX, DOC, DOCM, DOCX, DOT, PPT, PPTX, and TXT.
7. Click **Next Step**.

4. Specify the following details in the **What is your budget and time frame?** section:
   1. Enter the **Opportunity amount** either in **Custom range** or in **Exact amount**.

      > **Note**
      >
      > Ensure that the currency is the same as that of the event.

   2. Enter the **Contract length** in months.
   3. In the **Response deadline** field, select the date within which the suppliers must respond.

      > **Note**
      >
      > The Response deadline must be at least 24 hours less than the event end time.

   4. Specify the **Award date** if it was not specified for the event.

      > **Note**
      >
      > The **Award date** appears only if you specified it for the event. You can modify the date. However, it is recommended to retain the same award date that is selected for the event.

   5. Click **Next Step**.
5. Specify the following details in the **Choose your supplier preferences** section:
   1. Click the icon in the **Supplier certification preference** field, select certifications from the popup window, and click **Ok**.
   2. Turn on the **Humanitarian relief** toggle and select the humanitarian relief options as required.
   3. In the **Privacy settings** section, you can choose to display the company details:
      1. To hide your company name, select the **Hide my company name** checkbox.
      2. Enter an alias for your company name in the **Company alias** box.

         > **Note**
         >
         > The **Company alias** box appears only when you select the **Hide my company name** checkbox.

      3. To display the contact name, select the **Show my contact name** checkbox.
   4. In the **Publishing settings** section, you can specify the publishing details:
      1. Select the **Publish to third-party sites** checkbox to publish the posting to third-party sites.
      2. Click the icon in the **Third-party sites** field, select the third-party sites from the popup window, and click **Ok**.

5. Click **Next Step**.
6. To save the posting, click **Save draft**.

   To make further edits, click **Edit** and make the required updates.
7. When you're ready to publish the posting, click **Publish**.

   After publishing, you can view the **Posting ID**, **Sourcing ID**, **Start Date**, **Response Deadline**, and **Sector** in the header.

   The **Questions and Answers** tab becomes available only after a posting is created, allowing suppliers to initiate questions before responding to the posting. The count of unanswered questions is displayed and decreases as buyers provide answers. By default, supplier-initiated questions are private. Buyers can choose to make these questions and answers public, enabling all suppliers to view them. To change the visibility of questions and answers:

   - Enable the **Public** toggle to make the question and answer thread public, allowing everyone to see the entire communication.
   - Enable the **Private** toggle to restrict access, making the question and answer thread private and viewable only by corresponding suppliers.

   > ⓘ Note
   >
   > If a question and answer thread is made public, suppliers cannot ask questions privately.

Next Steps

Once the SAP Business Network Discovery posting is published, you can view the list of interested suppliers in the **Find new suppliers** section in the **Suppliers** page for the event. Review the supplier responses, import, and invite suppliers that meet your requirements.

> ⓘ Note
>
> After the SAP Business Network Discovery posting is published, you can edit only **Response deadline** and **Award date** in the **Create posting** page.

For more information, refer to Importing and Inviting SAP Business Network Discovery Suppliers to Private-Sector Events in SAP Ariba Sourcing [page 1030].

Importing and Inviting SAP Business Network Discovery Suppliers to Private-Sector Events in SAP Ariba Sourcing

After the SAP Business Network Discovery posting is published for a private-sector event, you can import suppliers into the SAP Ariba Sourcing supplier database and invite suppliers to the event.

Prerequisites

- Your site must be integrated with SAP Business Network Discovery.
- You must be a member of one of the following groups:

  Category Manager
  Commodity Manager
  Customer Administrator (access to this group must be approved by SAP Ariba)
  Event Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
  Junior Procurement Agent
  Junior Sourcing Agent
  Limited Event Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
  Procurement Agent
  Sourcing Agent
  Sourcing Approver
  Sourcing Project Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
- The event must be created from a sourcing template with the **Is the sourcing event for the public sector** rule set to **Yes**.
- The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

  > **Note**
  >
  > - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.
  > - If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.
- The SAP Business Network Discovery posting must be published.

Context

When the posting is published and suppliers show interest in the posting, you can view supplier responses. Based on your requirements, you can import suppliers to the SAP Ariba Sourcing supplier database and invite them to the private-sector event.

Procedure

1. Access the **Suppliers** page of the event.
2. From the **Find new suppliers** section, access the list of interested suppliers.

   You can view the responses and attachments, if any shared by the suppliers.

   When a posting receives a response, the **Message Center** column appears in the **Posting Responses** tab for the responding supplier..

   To open the **Messages** tab, click the right arrow icon (›) in the **Message Center** column in the **Posting Responses** tab. The **Messages** tab is available only for private-sector events, where only buyers can initiate messages. The count of unresponded messages is displayed and decreases as suppliers respond. Messages remain private at all times.
3. To import suppliers to the SAP Ariba Sourcing supplier database, select the supplier names and click **Import**.
   - If you are not a member of the **Supplier Manager** group and SAP Ariba Supplier Information and Performance Management is enabled at your site, then the selected suppliers are automatically imported as **Unapproved** suppliers.
   - If SAP Ariba Supplier Information and Performance Management is enabled at your site and you are a member of the **Supplier Manager** group, the **Import supplier** popup opens. Select one of the following options and click **Import**:
     - **Mark as approved supplier**: Select this option to import the selected suppliers as approved suppliers.
     - **Mark as unapproved supplier**: Select this option to import the selected suppliers as unapproved suppliers.
   - If SAP Ariba Supplier Management or SAP Ariba Supplier Lifecycle and Performance is enabled at your site, the selected suppliers are automatically imported as **Not Invited** suppliers.
4. To invite suppliers to the SAP Ariba Sourcing event, select the supplier names and click **Invite**.
   - If you are not a member of the **Supplier Manager** group and SAP Ariba Supplier Information and Performance Management is enabled at your site, then the selected suppliers are automatically invited as **Unapproved** suppliers.
   - If SAP Ariba Supplier Information and Performance Management is enabled at your site and you are a member of the **Supplier Manager** group, the **Invite supplier** popup opens. Select one of the following options and click **Invite**:
     - **Mark as approved supplier**: Select this option to invite the selected suppliers as approved suppliers.
     - **Mark as unapproved supplier**: Select this option to invite the selected suppliers as unapproved suppliers.
   - If SAP Ariba Supplier Management or SAP Ariba Supplier Lifecycle and Performance is enabled at your site, the selected suppliers are automatically invited as **Not Invited** suppliers.

Creating SAP Business Network Discovery Postings for Public-Sector Events in SAP Ariba Sourcing

SAP Business Network Discovery postings enable suppliers who are not part of the buyer's supplier network to express their interest to participate in the event. When you create and publish postings for public-sector events, suppliers who express interest in the posting are automatically invited to the event.

Prerequisites

- Your site must be integrated with SAP Business Network Discovery.
- You must be a member of one of the following groups:

  Category Manager
  Commodity Manager
  Customer Administrator (access to this group must be approved by SAP Ariba)
  Event Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
  Junior Procurement Agent
  Junior Sourcing Agent
  Limited Event Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
  Procurement Agent
  Sourcing Agent
  Sourcing Approver
  Sourcing Project Administrator (access to this group must be approved by the SAP Ariba Market Coordination Team)
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.
- The event must be created from a sourcing template with the **Is the sourcing event for the public sector** rule set to **Yes**.
- The `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 2, 3, or 4 for your site. Contact SAP Ariba Support to configure the parameter.

> **Note**
>
> - If your site is integrated with the eTendering solution, the `Application.AQS.RFX.DiscoveryPostingMode` parameter value must be set to 1 to enable eTendering. However, with this setting, SAP Business Network Discovery will not be available for your site.
> - If the `Application.AQS.RFX.DiscoveryPostingMode` parameter is set to a value other than 1, SAP Business Network Discovery will be available with guided sourcing.

Context

You can create an SAP Business Network Discovery posting specifying your supplier requirements for the public-sector events. You can submit the posting to be published with the event. All suppliers who express interest in the posting are automatically invited to the event.

Procedure

1. Access the **Suppliers** page during the event creation process.
2. Click **Create SAP Business Network Discovery posting**.

   The **Create posting** page appears.

   Alternatively, click **Proceed To Invite Suppliers**. In the **Invited Participants** section, click **Create SAP Business Network Discovery Posting**. Click **Create SAP Business Network Discovery posting**.

   The **Posting Responses** tab displays questions initiated by suppliers.
3. Specify the following details in the **Let's get started** section:
   1. Click the icon in the **Commodities** field, select the commodities from the popup window, and click **Ok**.

      > **Note**
      >
      > Select the same commodities as those in the event.

   2. Click the icon in the **Regions** field, select regions from the popup window, and click **Ok**.

      > **Note**
      >
      > Select the same regions as those in the event.

   3. Select the **Prefer suppliers physically present in the selected location** checkbox if you want suppliers to be physically present in the location.
   4. In the **Posting title** box, enter the title for the posting.
   5. In the **Posting description** box, enter a brief description of the posting. The **Posting description** box includes a rich-text editor that enables you to add formatting effects, including bold, italic, underlined, and strikethrough text.
   6. To attach a file, click **Upload** and double-click the file you want to attach. Alternatively, drop the file in the **Attachments** box to attach it.
      The maximum file size allowed is 4 MB for an individual file and a total of 10 MB when multiple files are uploaded. You can attach up to five files.
      The supported file types are: PNG, JPEG, JPG, GIF, PDF, XLSX, XLSM, XLSB, XLTX, DOC, DOCM, DOCX, DOT, PPT, PPTX, and TXT.
   7. Click **Next Step**.
4. Specify the following details in the **What is your budget and time frame?** section:
   1. The **Opportunity amount** appears either in **Custom range** or in **Exact amount**.

      > **Note**
      >
      > Ensure that the currency is the same as that of the event.

2. Enter the **Contract length** in months.
3. In the **Response deadline** field, select the date within which the suppliers must respond.
4. Specify the **Award date** if it was not specified for the event.

> **Note**
>
> The **Award date** appears only if you specified it for the event. You can modify the date. However, it is recommended to retain the same award date that is selected for the event.

5. Click **Next Step**.

5. Specify the following details in the **Choose your supplier preferences** section:

1. Click the icon in the **Supplier certification preference** field, select certifications from the popup window, and click **Ok**.
2. Turn on the **Humanitarian relief** toggle and select the humanitarian relief options as required.
3. In the **Privacy settings** section, you can choose to display the company details:
   1. To hide your company name, select the **Hide my company name** checkbox.
   2. Enter an alias for your company name in the **Company alias** box.

   > **Note**
   >
   > The **Company alias** box appears only when you select the **Hide my company name** checkbox.

   3. To display the contact name, select the **Show my contact name** checkbox.
4. In the **Publishing settings** section, you can specify the publishing details:
   1. Select the **Publish to third-party sites** checkbox to publish the posting to third-party sites.
   2. Click the icon in the **Third-party sites** field, select third-party sites from the popup window, and click **Ok**.
5. Click **Next Step**.

6. To save the posting, click **Save draft**.

   To make further edits, click **Edit** and make the required updates.

7. After specifying your requirements, click **Publish with event**.

   The posting is published when the event is published.

   After publishing, you can view the **Posting ID**, **Sourcing ID**, **Start Date**, **Response Deadline**, and **Sector** in the header.

   All suppliers who express interest in the posting are automatically invited to the event.

> **Note**
>
> If a publishing failure occurs for the posting, the event is not published.

The **Questions and Answers** tab becomes available only after a posting is created, allowing suppliers to initiate questions before responding to the posting. The count of unanswered questions is displayed and decreases as buyers provide answers. By default, supplier-initiated questions are private. Buyers can choose to make these questions and answers public, enabling all suppliers to view them. To change the visibility of questions and answers:

- Enable the **Public** toggle to make the question and answer thread public, allowing everyone to see the entire communication.

- Enable the **Private** toggle to restrict access, making the question and answer thread private and viewable only by corresponding suppliers.

> **Note**
>
> If a question and answer thread is made public, suppliers cannot ask questions privately.

Migrating Postings from the Legacy SAP Business Network Discovery to the New SAP Business Network Discovery for SAP Ariba Sourcing

Use this procedure to migrate postings from the legacy SAP Business Network Discovery to the new SAP Business Network Discovery for SAP Ariba Sourcing.

Prerequisites

- Your site must be integrated with SAP Business Network Discovery.
- A member of the **Customer Administrator** group must enable the ICM parameter `Application.AQS.RFX.EnableDiscovery2InClassicSourcing` in the **Intelligent Configuration Manager** workspace.

Context

You can migrate postings from the legacy SAP Business Network Discovery to the new SAP Business Network Discovery for SAP Ariba Sourcing. While the migration process is running, the legacy SAP Business Network Discovery postings are not editable. Hence, if you want to work with the postings from the legacy SAP Business Network Discovery, you must wait for the ongoing process to be completed. However, you can continue working with the new SAP Business Network Discovery postings.

> **Note**
>
> Plan migration during off-peak hours or weekends to minimize disruption.

Procedure

1. From the **Administration** tab, navigate to **Site manager** in the left pane.
2. Click **Scheduled tasks**.
3. In the **Scheduled tasks** page, search for **DiscoveryMigrationFromClassicToGuidedSourcingTask**.

4. Click **Run** that corresponds to **DiscoveryMigrationFromClassicToGuidedSourcingTask**.

   After the migration completes, you can view the status of the migration as **Completed**.

SAP Ariba Procurement Solutions

Support for Spend Consumption Reports

Business Details

This feature enables users to run the spend consumption reports. The **PO Spend** report gives you the spend consumption of the purchase orders, the **Non-PO Invoice** report gives the spend consumption of the non-PO invoices.

Changes to the User Interface

When the feature is enabled, the following are available:

- A new folder called **Spend Consumption Reports** under the **Prepackaged Reports** folder. **Spend Consumption Reports** contains the **PO Spend** and **Non-PO Invoice** reports.
- A new fact called **Purchase Order Spend**.
- A new row field called **Spend Billing Cycle** in the **Invoice** fact.

Implementation Details

General Prerequisites

- Ensure that your administrator enables the **Allow users to run spend consumption reports** (`Application.Procure.EnableSpendConsumptionReports`) parameter. See Allow users to run spend consumption reports [page 1040].
- You must belong to the **Spend Billing Cycle Import Admin** to create the spend billing cycle.
- You must belong to the **Spend Consumption Reports Users** group to access and run the spend consumption reports.

Business End User Tasks

The spend consumption reports can be run for the specified billing cycle. The billing cycle can be either quarterly or yearly.

Technical Details

Product	SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CP-29451
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Reporting Fact Reference

Spend Consumption Reports

Spend Consumption Reports Overview

The **Spend Consumption Reports** folder is located in the **Prepackaged Reports** folder. The reports in the **Spend Consumption Reports** folder are available in the following solutions:

- SAP Ariba Buying and Invoicing

Only users who have permission to run reports have access to the reports in this folder. For those users, the view of the data is restricted based on role.

PO Spend

Description

Shows the spend entitlement amount of non-canceled purchase orders.

Content

This report displays a detail view of the spend entitlement amount of all non-canceled purchase orders processed through the SAP Ariba solution (excluding transactions originating from the Spot Buy feature or SAP Fieldglass) in the subscription period with the spend billing cycle start date, spend billing cycle end date, PO ID, order ID, ordered date, and PO spend.

Drill down or filter by the spend billing cycle.

Non-PO Invoice Spend

Description

Shows the invoice spend of non-PO invoices.

Content

This report displays a detail view of the invoice spend of all non-PO invoices processed through the SAP Ariba solution (excluding transactions originating from the Spot Buy feature or SAP Fieldglass) in the subscription period with the spend billing cycle start date, spend billing cycle end date, PO ID, invoice status, invoice ID, invoice external

ID, accounting date, ERP supplier, cost center ID, cost center, account ID, account, business unit ID, and UNSPSC (L1) top-level commodity categories.

Drill down or filter by the spend billing cycle.

When you create a new spend billing cycle, the **Remove Spend Billing Cycle For Existing Non-PO Invoices** scheduled task runs. The task removes the existing spend billing cycle entries from non-PO invoices that fall within the date range of the newly created cycle and then updates the invoices with the new spend billing cycle values.

> **Note**
>
> This task runs automatically on the first day of every month at 03:00:00 AM PDT.

Purchase Order Spend **Reporting Fact**

Source of Data

The **Purchase Order Spend** fact stores data from purchase orders created in SAP Ariba Buying and Invoicing. If your SAP Ariba Buying and Invoicing site is integrated with your company's other ERP systems, it also includes any purchase orders from those systems that are loaded through integration.

Transactions originating from the Spot Buy feature or SAP Fieldglass are not considered for this fact.

Level of Data

The **Purchase Order Spend** data loaded at the split line level, meaning that there are typically multiple split line- and line-level records for every purchase order and you can drill down to that level of detail in reports

Frequency of Data Loads and Data Retention

Your site queues a new data load six hours after the completion of the previous load. Because of interruptions to data loads and staggering in data load queues, it might take longer than six hours for new data to be available in reports. It generally does not take longer than ten hours. SAP Ariba retains the data for the duration of the subscription unless otherwise required by law. For more information about data retention in SAP Ariba cloud solutions, see Solutions Description Guide.

Access Control

Users in the **Spend Consumption Reports Users** group can run the reports.

Related Prepackaged Reports

The following prepackaged report is built on the **Purchase Order Spend** fact:

Folder	Report
Spend Consumption Reports	• **PO Spend**

Purchase Order Spend **Content**

This section includes information about the measures in this fact. For information about other field content, see the *Reporting field dictionary*. For instructions on how to access the *Reporting field dictionary*, see Using the Ariba Reporting Field Dictionary.

Pre-Defined Measures:

Measure	Description
Spend Entitlement Amount	If the purchase orders value has increased, the difference in amount between the purchase order version in the current subscription period and the latest version of the purchase order in the previous subscription period. If the purchase orders value has decreased in the current subscription period, the spend entitlement amount is zero.
PO Spend	The total amount of all non-canceled purchase orders processed through the SAP Ariba solution (excluding transactions originating from the Spot Buy feature or SAP Fieldglass) in the subscription period.

Allow users to run spend consumption reports

Determines whether the spend consumption reports can be generated by report users for the configured spend billing period.

ID	`Application.Procure.EnableSpendConsumptionReports`
Name	**Allow users to run spend consumption reports**
Default value	**No**

When set to **Yes**, the spend consumption reports can be generated by report users for the configured spend billing period.

A member of the **Customer Administrator** group sets this parameter in the **Intelligent Configuration Manager** workspace.

Related Information

Intelligent Configuration Manager Administration
Parameter Management in Intelligent Configuration Manager

Support for Price Validation when Importing Requisitions

Business Details

With this feature, the imported requisitions are submitted automatically in the SAP Ariba solution when the price of the imported line item is the same as or lower than the catalog price. When the price of the imported line item is higher than the catalog price, an error message is displayed, and users must update the price before submitting the requisition.

Implementation Details

General Prerequisites

- Ensure that your administrator enables the **Validate price for line items in imported requisitions** (`Application.Procure.ValidatePriceForLineItemsInImportedRequisition`) parameter. See Validate price for line items in imported requisitions.

  > ⓘ Note
  >
  > We recommend that you disable the `Application.Procure.UpdatePricesOfCustomerCatalogLineItemsWithPriceConfiguration` parameter when the `Application.Procure.ValidatePriceForLineItemsInImportedRequisition` parameter is enabled.

- Ensure that the imported requisition contains only material items. The validation isn't displayed for the following:
  - Service items
  - Non-catalog items
  - Partial Items
  - Requisitions imported from SAP Fieldglass
  - Items associated with a contract

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CP-29879
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Related Information

Import of Requisitions Using Web Services

Redesigned Item Details Page

Business Details

This feature enables you to find additional information about an item and complete different purchasing activities on the item details page. For example, you can find more product details, supplier information, and compare similar items from the item details page.

Additional improvements on the item details page include:

- Additional product information and pricing details.
- An image carousel with multiple images of an item.
- The ability to compare and select similar items.
- More information about the supplier and a direct link to the supplier details page.

Changes to the User Interface

- User Interface Changes [page 1045]
- About the Supplier Changes [page 1048]

Implementation Details

General Prerequisites

To enable this feature, go to **Admin** > **Manage Parameters** and set the following parameter.

PARAM_ENHANCED_PRODUCT_DETAIL_VIEW

ID	`PARAM_ENHANCED_PRODUCT_DETAIL_VIEW`
Default value	`false`

Displays additional information on the item details page, including pricing options, multiple images, supplier details, related products, and more.

If set to **`false`** (default), additional information does not display on the item details page.

If set to **`true`**, additional information displays on the item details page.

Technical Details

Product	SAP Ariba Buying SAP Ariba Buying and Invoicing
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Extensibility
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-06-13
Reference Number	GB-24673
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Product Details
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Change History

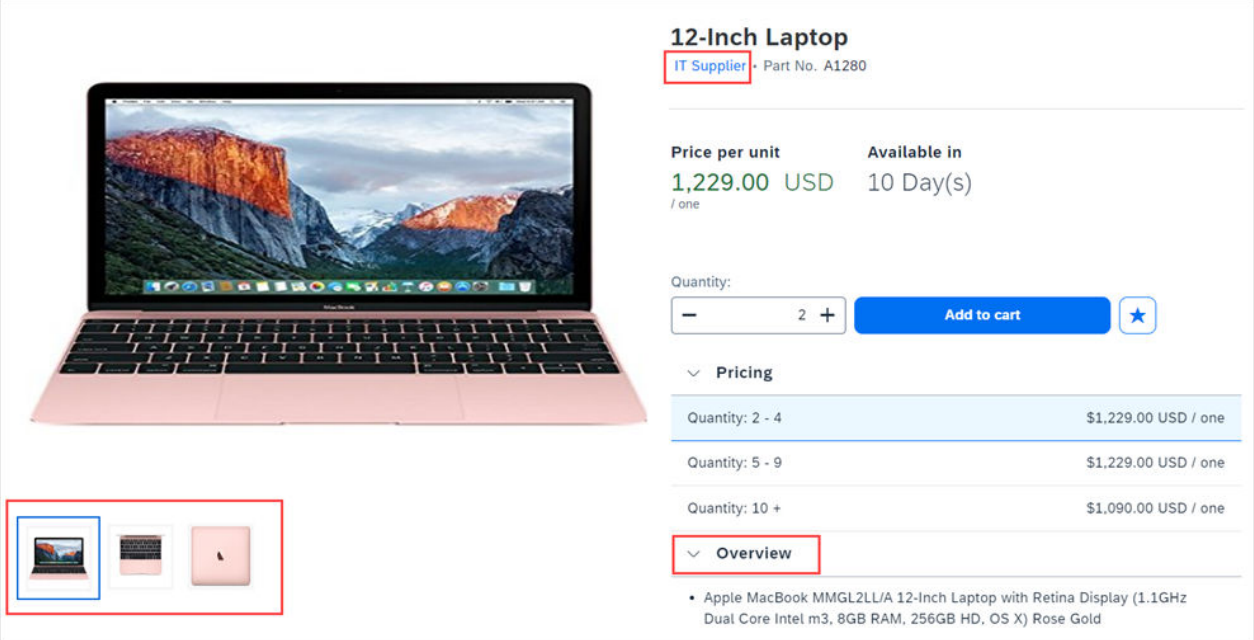
Date	What Changed	Reason
2024-05-17	Initial publication.	

Date	What Changed	Reason
2025-06-13	User Interface Changes [page 1045]	Users now have the ability to edit product descriptions for parametric items.

User Interface Changes

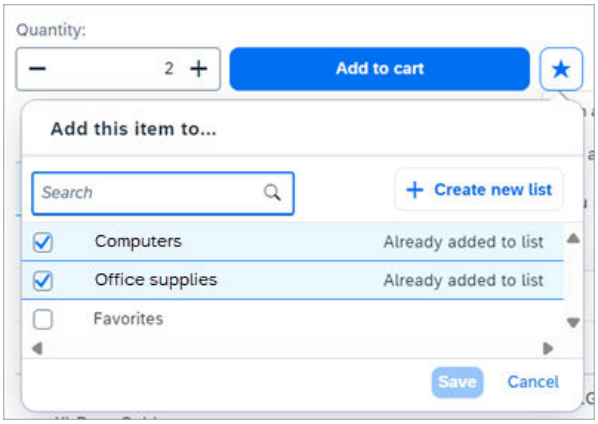
The redesigned item details page introduces a more responsive design and additional details that help users find information about items more quickly.

The header section in the following figure displays a link to the supplier's details page, multiple images of the item, and more details in the overview.

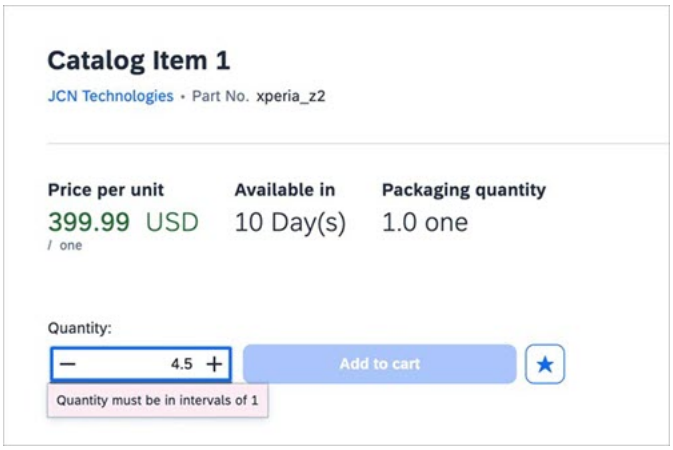


Overall changes to the item details page include:

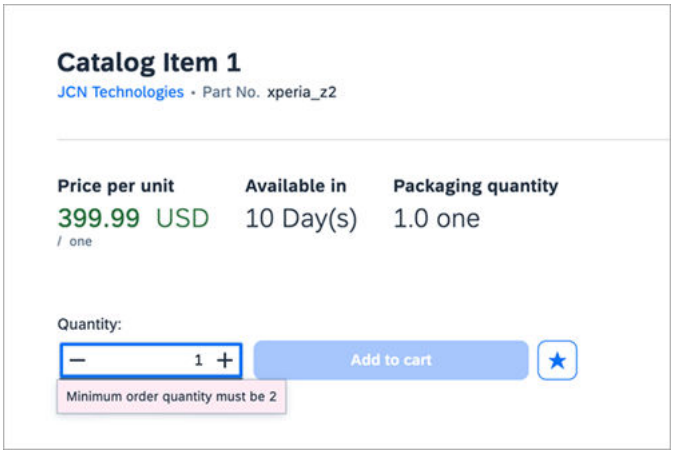
- The **Overview** section displays more information about an item, formatted in a list so users can more quickly review item details.
- A direct link to the supplier details page in the header level details.
- An image carousel with multiple images of the item.
- Users can compare similar items on the item details page and add them to their cart.
- The **Recommended items** section now includes the **Add to cart** and **View details** actions.
- The **Mandatory items** section now displays as **Included in bundle**.
- Users can now remove items from a list in **Your favorites** from the item details page. Previously, users could only add items to favorite lists on the item details page. The following figure displays the new **Your favorites** pop-up window on the item details page.



- When users adjust the quantity of an item, there are improved messages for minimum order quantity and order quantity intervals.
  Quantity intervals: If users enter a quantity that doesn't match the interval factor, an error message displays. In the following figure, "4.5" is the quantity entered and the message indicates the quantity must be in intervals of "1".

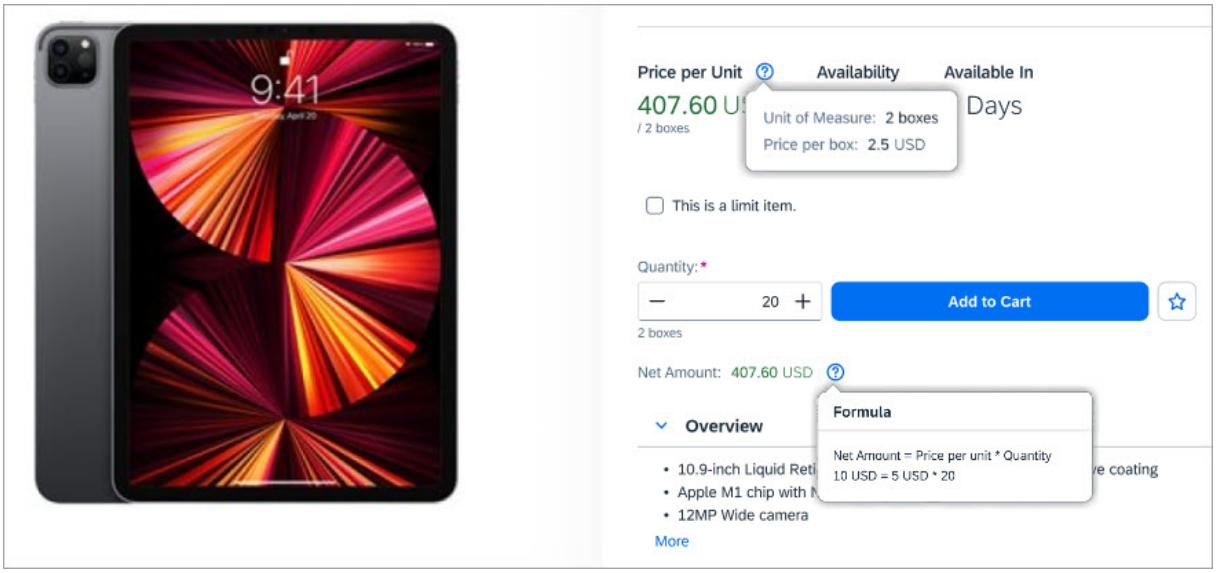


  Minimum order quantity: If users enter a quantity that is less than the minimum order quantity, an error message displays. In the following figure, "1" is the quantity entered and the message indicates the minimum order quantity is "2".

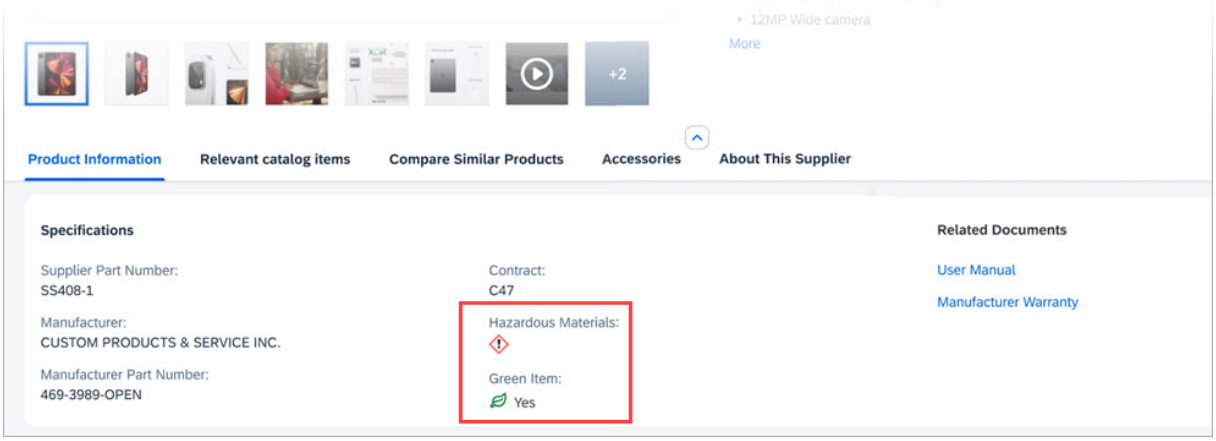


- Items with advanced pricing now display more information for the **Price per Unit** and **Net Amount**. When you click the information icon, pop-up windows display how each price is calculated. In the following figure, the

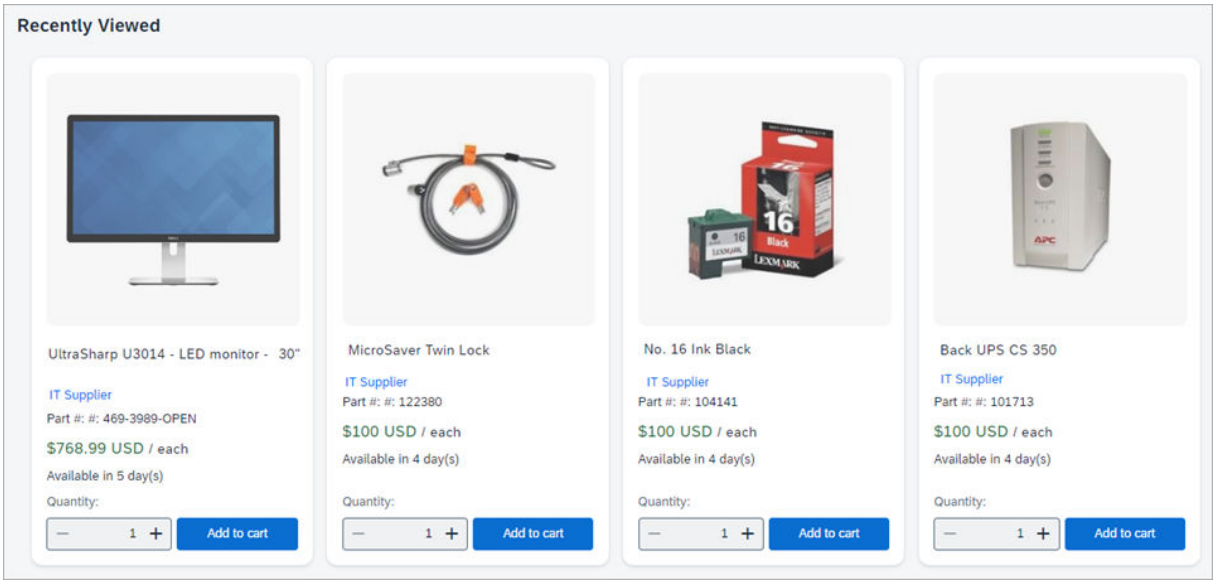
Price per Unit is based on the Unit of Measure (2 boxes) and the Price per box (2.5 USD); the **Net Amount** is the Price per unit multiplied by the Quantity.



- The **Product information** section now includes hazardous material and green item information, as shown in the following figure.



- The following figure displays the **Recently viewed** section, which displays the most recently viewed items.



The following changes are by item type:

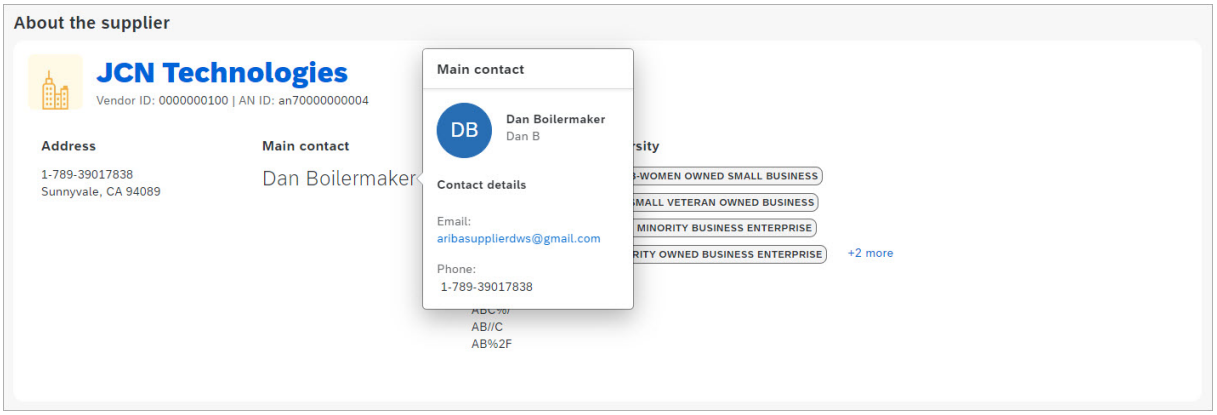
- **Partial items**: Users can now find partial standard catalog items with extended data, like multiple images or minimum order quantity.
- **BMEcat items**: Item details are now available in the **Included in bundle** section in the header details.
- **Inventory items**: Additional information displays, including storage locations, plant information, and the material number, as applicable.
- **Level 2 PunchOut items**: Additional information displays, including relevant catalog items and supplier information.
- **Parametric items**: Users can now choose from all possible options on the item details page for parametric items and edit the product description.

About the Supplier Changes

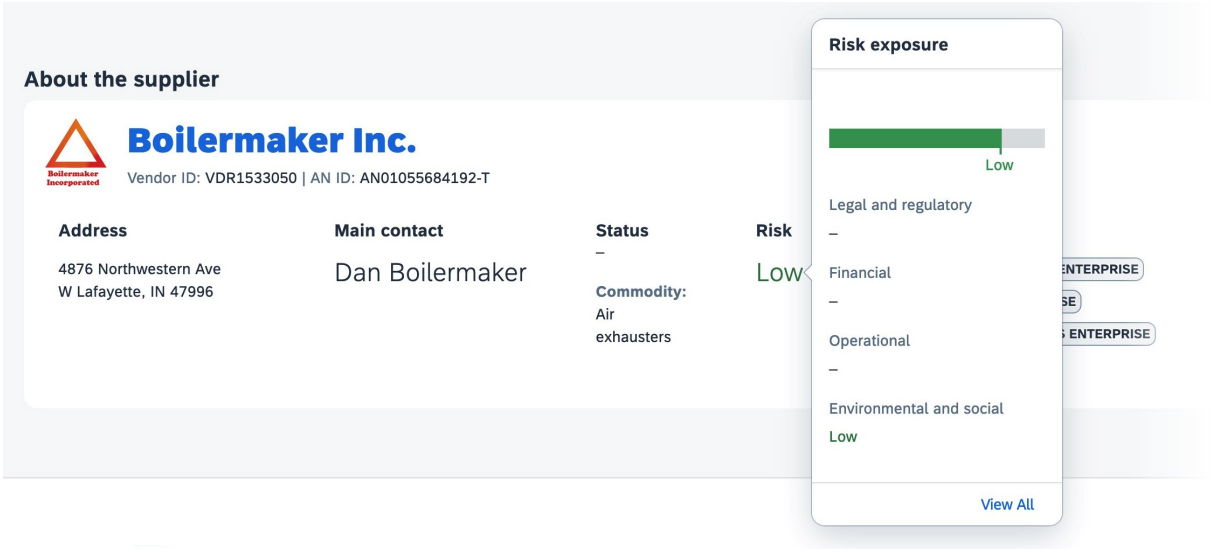
When this feature is enabled, users can find more supplier information on the item details page in the **About the supplier** section.

This feature introduces the following changes in the **About the supplier** section:

- **Diversity information**: Diversity type labels like, "Women-owned" or "Locally sourced", display if the supplier supports diversity efforts to manufacture or sell their product. If the supplier has a diversity program, their diversity program logo and program description also display. For more information, see Suppliers.
- **Supplier status**: Now, the "Qualified" or "Preferred" status in the **About the supplier** section is based on the item's category. Previously, the supplier status in this section was based on the supplier's overall status.
- **Additional information**: When you click any of the supplier details (**Address**, **Main contact**, **Status**, **Risk**, or **Diversity**), a pop-up window displays additional information.
  In the following figure, additional contact information (email address and phone number) displays in a pop-up window.



In the following figure, additional risk information for each category (**Legal and regulatory**, **Environmental and social**, **Operational**, and **Financial**) displays in a pop-up window.



SAP Business Network

Email Notifications for Buyer Announcements

Business Details

This feature sends email notifications to targeted suppliers whenever a buyer publishes an announcement on their SAP Business Network trading partner portal. This enhancement ensures that important communications from buyers are promptly delivered to suppliers, even if they do not frequently check their trading partner portal.

All supplier users associated with the same ANID will receive email notifications. Email notifications are sent in the supplier's preferred notification language, which can be set under **Account Settings** > **My Account** > **Preferences** > **Preferred Language**. If this language differs from the supplier's browser language, then announcements viewed on the supplier's account will be displayed in the browser's language.

> **Note**
>
> - Buyers can click their user avatar and select **Manage Announcements** on their SAP Business Network portal to create and publish announcements.
> - New users added to the supplier organization after the announcement is published won't receive the email notification or be able to view the announcement.

Implementation Details

Effects on Existing Data

Previously, suppliers only received in-app notifications when an announcement was published. With this update, suppliers will now receive both in-app and email notifications.

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	NEXTGEN-5941
Sub Process (Modular Business Process)	n/a

Application Component	n/a
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer Supplier

Extending Support to Gold Suppliers for Supplier Integration

Business Details

We are extending support to Gold Enterprise Suppliers for Supplier Integration (also known as Guided Integration for Trading Partners). Gold Enterprise suppliers and Platinum suppliers can use Supplier Integration for Trading Partners to discover which existing buyers to integrate with for additional business processes. After discovering buyers, suppliers can use Supplier Integration to integrate their business processes quickly, and independently and become enabled for additional types of commerce collaboration with existing buyers.

Gold suppliers can access the following dashboards:

- Integration Profile
- Integration Overview
- View Compatibility
- Compare Buyers
- Reconcile Templates

For more information, see Guided Integration for Trading Partners.

Implementation Details

General Prerequisites

You need one of the following permissions and requirements to use Supplier Integration:

- **Integration Management Full Access**
- **Integration Management Read-Only Access**
- You've enabled SAP Integration Suite, managed gateway for spend management and SAP Business Network for your account.
- You have an SAP Business Network Enterprise Platinum or a Gold membership account.

> **Note**
>
> To be eligible for Gold membership, your account must have transacted between 100 to 499 documents per year. For Platinum membership, your account must have transacted 500 or more documents per year. For more information, see What are the Enterprise Account levels and advantages of subscription fees?.
>
> If you wish to downgrade to a standard account, select **Account** > **Convert to Standard Account**.

Business End User Tasks

- Entering Guided Integration for Trading Partners

Technical Details

Product	SAP Business Network
Line of Business	Application Development and Integration
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Integration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	NEXTGEN-15608
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Supplier

Related Information

Guided Integration for Trading Partners

Enhancements to Outbound Invoicing Process for Malaysia

Business Details

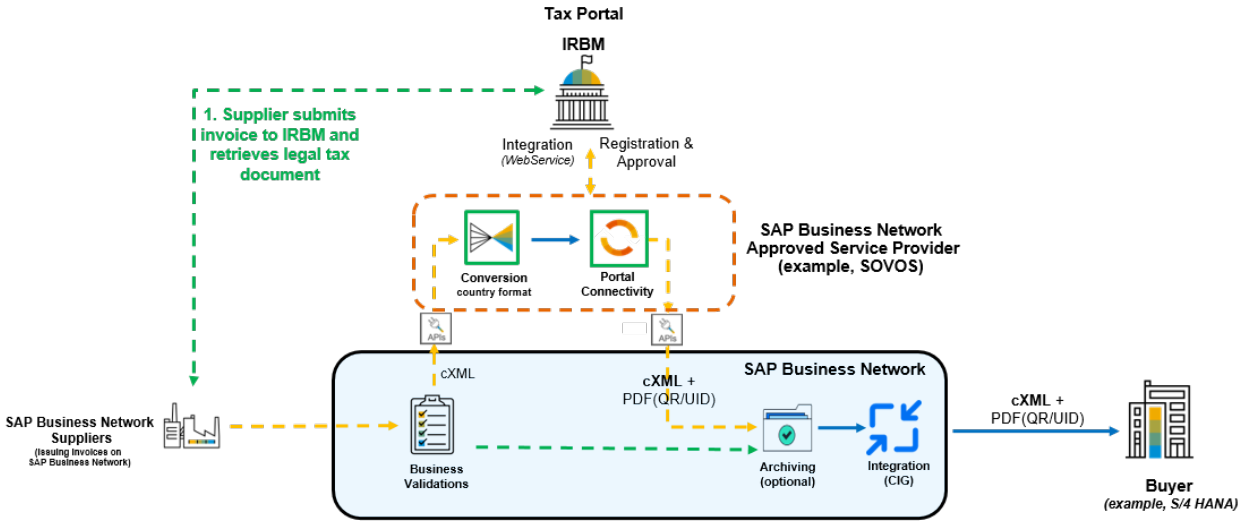
This feature enhances the existing Malaysian e-invoicing process for outbound invoices (invoices created by a supplier using SAP Business Network). The invoices generated on SAP Business Network will be validated with the Inland Revenue Board of Malaysia (IRBM) portal. As a result, buyers will be able to receive both the Malaysian UBL invoice and the PDF version of the invoice.

Suppliers located in Malaysia or suppliers who have a profile with a Malaysian address are required to maintain a legal profile in their SAP Business Network supplier account. Additional Malaysian-specific fields are introduced when the legal profile is created. These fields are used to validate invoices with the IRBM portal.

This feature also introduces legal profile types to choose for your business transactions during invoice creation. The legal profile types are as follows:

- Exempt Supplier - do not submit to IRBM
  Suppliers can choose this option if the business transaction does not require any tax invoicing.
- Pre-Approved tax invoice - do not submit to IRBM
  Suppliers can choose this option if a pre-approved invoices (by the tax authority) exists. These invoices will be directly submitted to the buyer and will not be submitted to IRBM.
- Tax invoice - submit to IRBM.
  Suppliers can choose this option if SAP Business Network is used to create tax invoices.

The following image describes the workflow of e-invoicing in Malaysia for outbound invoices.



1. The supplier flips a PO or creates a non-PO invoice in SAP Business Network.
2. SAP Business Network performs business validations for the created invoice and converts the invoice into UBL format. It is then submitted to the IRBM portal through the SAP Business Network approved service provider.
3. The IRBM portal validates the invoice, and approves or rejects the invoice.
4. If the validation is successful, the UBL invoice and the PDF version are captured by the service provider and sent to SAP Business Network.
   If the cXML invoice fails the validation process, then the status of the invoice is available on the invoice's **History** page.
5. SAP Business Network routes the cXML invoice, UBL file and the PDF version of the invoice to the relevant buyer.
6. The Buyer in SAP Business Network can view the external invoice validations, and archive the invoice.

> **Note**
>
> Only invoices that are created by suppliers located in Malaysia, or by suppliers who have a business registered in Malaysia that are for domestic or cross-border transactions are sent to the IRBM.

Implementation Details

General Prerequisites

- Buyer Prerequisite
  - You must enable the rule **Require suppliers to send tax invoice documents** under **Manage Profile** > **Configuration** > **Country** > **Malaysia** > **Country-based Invoice Rules** > **General Invoice Rules** section in your SAP Business Network buyer account. This rule enables suppliers to send Malaysian invoices to the IRBM portal.
  - Ensure that you disable the rule **Ignore country-based invoice rules** in your SAP Business Network buyer account under **Account Settings** > **Manage Profile** > **Configuration** > **Default Transaction Rules**. Disabling this rule allows the country-specific rules configured for Malaysia to precede over the default rules configured for your account on SAP Business Network.

- You must update the **Sold To** address information in your company profile. This pre-populates the Tax ID for suppliers at the time of invoicing.

- Supplier Prerequisite
  - You need to have an IRBM registered TIN and Business Registration Number. A Client ID and Client Secret is also obtained during registration. These details are required during creation of legal profile.
  - You must setup a Legal Profile in your SAP Business Network supplier account. For more information, see How to Set Up a Legal Profile for Suppliers in Malaysia [page 1056].

Information for Buyers

Ensure that Malaysian suppliers create and maintain a legal profile in their SAP Business Network supplier account for business transactions.

Information for Suppliers

The following table describes the consequence of invoice creation without a maintained Legal Profile in SAP Business Network in combination with the buyer rule enablement.

Buyer has enabled the rule **Require suppliers to send tax invoice documents**	Invoices are not processed in SAP Business Network. An error message is displayed to create a legal profile and therefore, the invoice will not be sent to the IRBM portal.
Buyer has disabled the rule **Require suppliers to send tax invoice documents**	Invoices are processed in SAP Business Network as per the existing workflow of Malaysia

During invoice creation, note the following point:

- IRBM allows all the line items on the invoice. These line items must have the same classification code otherwise the invoices will fail the validation process. For example, the **Classification** section must contain the **Domain** as class and the **Code** displays a three-digit numerical value.
  For more information, see list of applicable classification codes for Malaysia .

Business End User Tasks

- How to Set Up a Legal Profile for Suppliers in Malaysia [page 1056]
- cXML Information [page 1057]

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed

Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2024-02-14
Reference Number	NG-6842
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

Tax Invoicing in Malaysia

How to Set Up a Legal Profile for Suppliers in Malaysia

Context

Legal Profiles refer to supplier accounts registered with tax authorities in Malaysia for electronic invoicing procedures. Legal Profiles contain information to facilitate the legal flow of invoices. You can have only one legal profile per state.

Follow the steps to set up a legal profile for suppliers in Malaysia:

Procedure

1. Login to your SAP Business Network supplier account.
2. Click the **Account Settings** icon, and choose **Company Profile**.
3. Choose **Additional Addresses**. **Additional Information** page appears.
4. In the **Additional Company Addresses**, choose **Create** to configure additional supplier addresses.
5. Enter the **Address Name**.
6. Enter your Tax ID.
7. Enter the following required fields in the **Address** section for your company's additional branch address in Poland.
   - **Address 1** -
   - **City**
   - **Postal Code**
   - **Country/Region**

   > ⓘ Note
   >
   > The **Set Up Legal Profile** check box is displayed only if you have selected the Country as Malaysia.
8. Select the **Set Up Legal Profile** check box.

   The **Legal Profile Information** section appears. The **SST ID** field is auto-populated with the Tax ID/SST ID entered during the creation of the Legal Profile. However, you can further edit the field.
9. Select the required **Legal profile Type**.
10. Enter the **SST ID**, if required.
11. Enter the **Tax Identification Number**, **Business Registration Number**, **Tourism Tax ID**, **Client ID**, **Client Secret**, **MSIC Code**, and **MSIC Description**.
12. Upload the keyfile in the **Signature Keystore** field.
13. Enter the **Password**.
14. Choose **Save**.

Results

The created Legal Profile is available in the **Additional Company Addresses** section.

cXML Information

SAP Business Network generates the following extrinsics in the cXML.

When SAP Business Network suppliers send the the invoice, the extriniscs must be available in the invoice. Ensure that the **Ship From** details are the same as mentioned in the Legal Profile.

Sample Code

```
<InvoiceDetailRequest>
                    ....
                    <InvoiceDetailRequestHeader>
                                              <Extrinsic
name="supplierTIN">C4892601090</Extrinsic>
                                              <Extrinsic
name="supplierTourismNumber">TT123</Extrinsic>
                                              <Extrinsic
name="supplierBRN">123456789012</Extrinsic>
                                              <Extrinsic
name="buyerTIN">C23451377020</Extrinsic>
                                              <Extrinsic
name="buyerTourismNumber">5467890</Extrinsic>
                                              <Extrinsic
name="buyerBRN">201401008140</Extrinsic>
                                              <Extrinsic  name="MSICCode">46521</
Extrinsic>
                                              <Extrinsic
name="MSICDescription">Wholesale of telephone and telecommunications equipment,
cell phones, pagers</Extrinsic>
                    </InvoiceDetailRequestHeader>
                    ....
</InvoiceDetailRequest>
```

New Business Roles in the Registration Form

Business Details

This feature introduces new business roles in the walk up registration landing page. The new business roles are:

- Sales representative
- Procurement specialist
- Systems administrator
- E-Commerce manager
- Customer service representative
- Transportation planner
- Billing clerk

Technical Details

Product	SAP Business Network

Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	NS-29111
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Supplier Search and Discovery

Business Details

Search for Supplier Research posting: Buyers must be able to search supplier postings and events and filter by **commodity**, **region**, **humanitarian relief**, **status**, and **posted by**.

- Sort by Latest to oldest
- As the user types, suggestions must appear
- Search should be by Title only

First Time Users

- If a Sourcing user does not exist on Discovery, on the first access trial a Discovery buyer user is created on the fly
- After the creation the user is redirected to SBN TPP
- Before being able to access SBN TPP, the user must acknowledge (accept) the SBN Terms of Use (ToU). The localized SBN PS localization logic can be found at **create a PS master data with the information** section
- If the user doesn't acknowledge the SBN ToU/SBN PS by clicking **Cancel**, the user is redirected back to Sourcing
  If the user acknowledges the SBN ToU/SBN PS, the user is redirected to SBN TPP. The acknowledgement is recorded in SBN (who has acknowledged, by when, for what, with which version). The recorded information should also be accessible to the user in SBN audit log.

Listing of Supplier Research posting:

- List all the previous Supplier research postings and private sector events created with Discovery posting
- Sort by draft /closed/ posted
- Posting can be created, edited, deleted
- All the items in the list are sorted by Title, Status, Response date, Date Published, posted by
- From the listed posting, **Responded supplier for the Supplier Research posting** can be selected and view details of suppliers and imported to only Supplier DB
- From the listed posting, **Responded supplier for the Supplier Research posting** can be selected and view details of suppliers and imported to both the corresponding event and Supplier DB
- Ability to sort the list by Response date and Publish date

> ⓘ Note
>
> Refer to <link to SAP note> for further boundary conditions of <name of the innovation, for example, name of app or API>.

Examples of the User Interface

User clicks on **create supplier research posting** > **Create posting screen appears on GS (same component as private sector)** > **User publishes it** > **Listing the supplier research postings** . When the user clicks on one of them, basic details about the posting are displayed with actions (such as Close, Edit, and Cancel)

Implementation Details

General Prerequisites

Authorizations

Configuration

Business End User Tasks

View the posting

1. Edit posting

2. Delete posting
3. Close posting to response
4. Respond to a supplier: Import to Supplier DB

View the Private Event with Posting

1. Award the supplier
2. Import to Supplier DB/Event
3. Archive posting
4. Ability to go to list of posting

Response

When the supplier responds, the responses are sent as an API to GS. Responses appear inside the posting display. Users can select a response and import it to the supplier database.

All the Supplier responses that are attached to events can be exported to both Supplier DB and Event DB.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	PAY-13904
Sub Process (Modular Business Process)	n/a
Application Component	n/a

Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer Supplier

Legacy Discovery Pages

Business Details

Legacy Discovery pages are no longer accessible for users who are enabled with SAP Business Network Discovery. We encourage you to use the new Discovery for all your needs.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14

Reference Number	PAY-15266
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

SAP Business Network Promote Subscription

Business Details

SAP Business Network, promote subscription is a new commercial offering designed to significantly boost a supplier's discoverability on the world's largest B2B network. Available as an annual subscription, it provides a bundle of value-added features to help suppliers differentiate themselves on SAP Business Network, attract new buyers, and grow their business.

Both enterprise and standard customers can navigate to the **Store** option in the SAP Business Network homepage to buy the promote subscription. Buy the promote subscription for your standard or enterprise account to unlock features exclusive to promote subscribers:

- **Verified Status & Profile Badge**
  Tell prospective buyers you are who you say you are. Improve your visibility by showcasing your verified badge.
  See Company Profile Experience for Promote [page 1066].
- **Dedicated Insights & Analytics**
  Better understand market opportunities and improve your performance. Take actions like adding recommended key words or certifications from the new Insights dashboard.
  See Promote Insights for Suppliers [page 1076].
- **Search, Match & Respond to Qualified Leads**
  Tap into new business opportunities from SAP's community of large global buyers. Leverage Generative AI to quickly craft and respond to SAP Business Network Discovery postings.
  See Promote Related Changes for SAP Business Network Discovery [page 1079].
- **Enhanced SAP Business Network Catalog Tools**
  Showcase your full suite of products & services with SAP Business Network network catalog; searchable by buyers and integrated with SAP Ariba Procurement applications. Enrich product descriptions and summaries with Generative AI and leverage open API to automatically load and maintain your catalog information.
  See Network Catalog Experience for Promote Subscribers [page 1085].

Changes to Existing Functionality

With the introduction of the promote subscription, some existing features and functionalities are no longer available to users without the subscription. See Changes to Feature Availability [page 1087] for detailed information.

Information for Buyers

With the introduction of the promote subscription, the trading partner search on SAP Business Network has been redesigned to enhance how buyers discover and connect with trading partners. For more information, see Enhanced Search Experience for Buyers [page 1086].

When evaluating suppliers, two key indicators can guide buyers' decision-making: the **Verified Business** badge and the **Active Supplier** status. These indicators provide critical insights into a supplier's credibility and engagement, helping buyers build trustworthy partnerships. For more information, see Verified Business and Active Supplier [page 1075].

Implementation Details

General Prerequisites

Buy the promote subscription for your SAP Business Network supplier account. For detailed instructions, refer to Buying the Promote Subscription [page 1065].

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	Function
Functional Localization	No Localization
Capability	n/a
Component	n/a
Environment	n/a

Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	PAY-21630
Sub Process (Modular Business Process)	n/a
Application Component	n/a
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Supplier

Related Information

Buying the Promote Subscription [page 1065]
Company Profile Experience for Promote [page 1066]
Promote Insights for Suppliers [page 1076]
Promote Related Changes for SAP Business Network Discovery [page 1079]
Network Catalog Experience for Promote Subscribers [page 1085]

Buying the Promote Subscription

Follow these steps to buy SAP Business Network, promote subscription for the first time.

1. Sign in to your SAP Business Network supplier account.
2. On the homepage of SAP Business Network, go to the **Store** tab. The tab shows information about the promote subscription, its benefits, and the **Buy now** option.
3. Click **Buy now**. You'll be navigated to the **Check-out** screen.
4. Add payment details on the **Check-out** page and click **Next**.
5. In the **Review order** page, review the added order details and click **Submit**.
6. Your SAP Business Network, promote subscription is now active.

> **Note**
>
> Child organizations will inherit promote capabilities from parent organizations but only parent organizations can perform business verification. The verification badge is granted exclusively to the parent organization. Child account must contact their parent account to activate promote subscription. For more information, see Getting Parent Account Information [page 1066].

Getting Parent Account Information

Follow these steps to get your parent account information and activate your promote subscription.

Procedure

1. Sign in to your SAP Business Network supplier account.
2. Go to the **Settings** tab and click **Account Hierarchy**.
   You can view your parent account information in the **Parent Account Information** section.

Canceling Subscription Renewal

After you purchase the SAP Business Network, promote subscription, your subscription is valid for one year and gets auto renewed. You can cancel the automatic renewal anytime during the subscription period. Follow these steps to cancel the renewal of your promote subscription.

Procedure

1. Sign in to your SAP Business Network supplier account.
2. Go to **Service Subscriptions** page to view your SAP Business Network, promote subscription details.
3. Click the delete icon next to your promote subscription to cancel the renewal of your annual SAP Business Network, promote subscription.

Company Profile Experience for Promote

Suppliers with a promote subscription on SAP Business Network enjoy exclusive features that enhance their company profiles and foster trust with potential buyers:

- **Active Supplier Status**
  Showcase your active platform engagement and readiness for new business opportunities. For more information, refer to Active Supplier Status [page 1074].
- **Verified Business Badge**
  Confirm your company's authenticity and legitimacy with trusted third-party partners. By becoming a verified supplier, you gain a competitive advantage over unverified businesses. For more information, refer to Business Verification [page 1067].
- **Marketing Collateral**
  Promote your company by adding marketing materials such as customer presentations, case studies, and website links. For more information, refer to Marketing Collateral [page 1074].

Related Information

Buying the Promote Subscription

Business Verification

Trust is the foundation of successful business relationships. SAP Business Network is dedicated to creating a secure and reliable platform for suppliers and buyers. To mitigate risks associated with unverified businesses, we've introduced the Business Verification feature, designed to foster trustworthy, long-lasting partnerships within the network.

Understanding Business Verification

Business verification is a crucial process that confirms the authenticity and legitimacy of a supplier company. This process is typically carried out in collaboration with reputable third-party organizations, CDQ and Dun & Bradstreet, which specialize in validating business information.

The Verification Process

Once you submit the verification request:

1. We first verify your business details with CDQ. If your information matches their record, your business is verified.
2. If there is no match or discrepancies are found with CDQ, we check if you have provided a DUNS number. If available, we use it to verify your business details with Dun & Bradstreet.
3. Once your business is successfully verified through either CDQ or Dun & Bradstreet, a verification badge ( ) will be added to your profile.

The business details verified include:

- Company Name
- Primary Address (Country, State, City, Address Line 1, and Postal Code)
- Tax ID or VAT ID
- DUNS Number (if Dun & Bradstreet is the verifier)

Benefits of Verifying Your Business

- **Enhanced Credibility**

The verification badge demonstrates to prospective buyers that you are who you say you are on the world's largest B2B network. This can give you a competitive edge over businesses that have not undergone the verification process.

- **Increased Visibility**
  Verified businesses enjoy increased visibility in search results.
- **Stronger Trust**
  Verification confirms the accuracy of your business details, reducing fraud risks and building trust with potential customers.

Qualifying for Business Verification

To qualify for business verification, ensure the following:

- You have bought the promote subscription for your SAP Business Network supplier account.
- If your organization has a parent-child hierarchy, you must be part of the parent organization, as only parent organizations can initiate business verification. The verification badge is granted exclusively to the parent organization.
- You have the **Company Information** permission to edit your company profile. Only users with this permission can start the verification process. If you don't have this permission, contact your organization's administrator to assign it to you.

Verifying Your Business

Maintaining an accurate, up-to-date, and verified profile can significantly enhance your credibility with potential buyers. Here's a step-by-step guide to help you through the verification process:

Prerequisites

- Ensure you've bought the promote subscription for your SAP Business Network supplier account.
- Ensure you're part of the parent organization if your organization has a parent-child hierarchy.
- Ensure you have the **Company Information** permission to edit the company profile. Only users with this permission can initiate the verification process. Contact your organization's administrator to assign the necessary permission if needed.

Procedure

1. Sign in to your SAP Business Network supplier account.
2. Click the **Account Settings** icon and choose **Company Profile**.

   This opens the **Company Profile** page.

3. Click **Verify your business** under the **Promote suggestions** section at the top of the **Overview** page.

   The system will check for any missing required or recommended information. If any details are missing, a popup will guide you to add the necessary information.
4. Add required and recommended information:

   Required information:
   - Number of Employees
   - Year Founded
   - Revenue
   - Legal Form
   - Business Type

   Recommended information:
   - DUNS Number
     - Adding a DUNS number can increase your chances of successful verification. If your business cannot be verified through CDQ, the system will use the DUNS number for verification with Dun & Bradstreet. Without a DUNS number, Dun & Bradstreet verification will not be attempted.
     - If you don't know your DUNS number, click **Find my DUNS number** and use the **Lookup DUNS Number** service to search based on your company name and address.
     - If your existing company name and address don't match the records in the D&B database for the DUNS number you're adding, you need to accept the updates from D&B. Upon acceptance, your company name and address will automatically update to match the D&B records and will become non-editable unless you clear your DUNS number.
     - In addition to the mandatory updates, you can also import other optional updates such as **Website URL** and **Short Description** from D&B to enrich your profile data.
5. Confirm your business details:
   - Company Name
   - Primary Address
   - DUNS Number (if available)
6. Add and confirm your tax information.

   If you already have a tax ID or VAT ID, double-check to confirm it's correct. Your tax information is used solely for verification and will not be publicly displayed or shared.
7. Click **Verify** to submit your verification request.

Verification Process

1. SAP Business Network verifies your details with CDQ.
2. If CDQ cannot verify, and you've provided a DUNS number, verification proceeds with Dun & Bradstreet.

Verification Result

- Success

- A blue checkmark badge () is displayed against your company name on your profile.
- This badge will also appear in search results and SAP applications, like Guided Sourcing. Buyers can search for trading partners by verified status.

- **Failure Handling**
  Click **View Verification Summary** on the result page to check the failure cause. To reinitiate the verification process, follow steps in Reverifying Your Business After Verification Failure [page 1070].
- **Notifications:**
  - You'll receive an in-app notification regarding your verification result. Click the bell icon in the top-right corner of the SAP Business Network portal to view it.
- **Disclaimer**
  SAP does not verify the accuracy of Third-Party Verification Information and is not responsible for any losses, direct or indirect, that may arise from it.

Reverifying Your Business After Verification Failure

If your business fails third-party verification, you can reinitiate the process to ensure successful verification. The verification badge boosts your visibility in search rankings, builds trust with buyers, and helps you stand out among competitors.

Procedure

1. On the verification result page, click **View Verification Summary** to access the summary page of your verification.
   - If the result page is closed, go to your **Company Profile** and click **Verify your business** under the **Promote suggestions** section at the top of the **Overview** page. This will also open the summary page of your last verification.
2. On the **Verification Summary** page, review the failure cause and click **Edit and Resubmit** to return to the business information review page.
3. On the business information review page:
   1. Update your tax information.
   2. Click **Company Profile** in the error message strip to update your company name, address, or DUNS number.

      > **Note**
      >
      > If you have a DUNS number, we recommend adding it to your profile. This will enable verification with Dun & Bradstreet (D&B) if verification with CDQ is unsuccessful.
4. After resolving all inconsistencies, click **Verify** to resubmit your verification request.

Business Verification Troubleshooting

Business verification issues can occur for various reasons. Below are common scenarios and guidance to resolve them:

What Should I Do Upon Verification Failure? [page 1071]

Why Do I Lose My Verification Badge? [page 1073]

What Should I Do Upon Verification Failure?

Verification through third-party services may fail for various reasons. Below are common causes and the steps you can take to address them:

Common Reasons for Verification Failure:

- **Incomplete or Incorrect Data**: The data you provided is incomplete or incorrect, or the reference data has discrepancies due to outdated or incorrect official records.
- **Data Not Found**: The provided identifier is invalid, does not match the business, or is from a country or type not yet supported by the verification service.
- **Network or Server Error**: Temporary technical issues may prevent the verification process from completing.

Actions to Take:

1. Review and correct your submitted data.
   Ensure that the following fields are correct:
   - **Company Name**: Make sure it matches the official name on your business registration.
   - **Primary Address**: Verify that all address fields are accurate and complete.
   - **VAT or Tax ID**: Double-check that your VAT or tax identifiers are valid and match the format required by the system.
2. Cross-check your data with official records.
   The official data sources that CDQ replies on include:
   - **Business Registers**: for example, Companies House (UK), Handelsregister (Germany)
   - **VAT Databases**: for example, VIES (EU VAT Information Exchange System)
   - **Tax Authorities**: for example, IRS (USA), CRA (Canada)

   Before resubmitting, refer to your local business register, VAT database, or tax authorities. Make sure the details on your SAP Business Network profile exactly match those found in these official sources. This can include checking any identifiers, registration numbers, or business names that are critical to the verification process.
3. Contact your local authority.
   If there are any errors in the official records, reach out to your local business registry or tax authority for help.
4. Submit a new verification request.
   Once you've reviewed and corrected any discrepancies, you can resubmit your verification request. Make sure that all the information is up to date and accurate to increase the chances of success.
   For detailed instructions on resubmitting your verification request, refer to Reverifying Your Business After Verification Failure [page 1070].
5. Escalate the issue.

If your verification continues to fail despite your efforts to correct the data, or if you believe the failure is due to an issue with the verification process, you can escalate the issue to SAP Support. We'll work with the verification partner to investigate and improve the service if needed. Please provide:

- The submitted (correct) data (Company Name, Address, and Identifier).
- Any official reference sources (for example, business registry extracts) to assist in the investigation.
- A brief explanation of the issue.

Synthetic Examples for Escalation Cases to CDQ

Example 1 Abbreviation Not Recognized

- **Submitted**: Name: **ABC Corp**, Address: **123 Main St, London, WC2N 5DU, UK**.
- **Reference**: Name: **ABC Corporation**, Address: **123 Main Street, London, WC2N 5DU, UK**.
- **Issue**: The abbreviation "Corp" was not recognized as equivalent to "Corporation."
- **Resolution**: Escalate the case to CDQ to review the fuzzy comparison logic.

Example 2 Missing or Incomplete Reference Data

- **Submitted**: Name: **XYZ GmbH**, VAT Number: **DE123456789**, Address: **Musterstr. 12, 10115, Berlin, Germany**.
- **Reference**: The business is not found in the current data source.
- **Issue**: The reference source may not have up-to-date or complete records.
- **Resolution**: Escalate the issue with the input data for analysis and, if needed, review the reference source's coverage.

Example 3 Regional Variations

- **Submitted**: Name: **ABC Ltd**, Address: **Flat 2, 10 Downing Street, London, UK**.
- **Reference**: Name: **ABC Limited**, Address: **Flat 2, 10 Downing St, London, UK**.
- **Issue**: The matching algorithm fails to reconcile regional address formatting differences.
- **Resolution**: Escalate the case for review and possible algorithm refinement.

Example 4 Identifier Not Recognized

- **Submitted**: Name: **Tech Innovations Inc.**, Identifier: **US TIN 123456789**.
- **Reference**: Name: **ABC Limited**, Address: **Flat 2, 10 Downing St, London, UK**.
- **Issue**: The system does not support U.S. Taxpayer Identification Numbers (TIN).
- **Resolution**: Escalate the case to assess expanding identifier support.

Detailed Cases of Intended Verification Failure with CDQ

1. VAT Number Issues

- **Reason:**
  - Invalid VAT number format or structure (for example, missing check digits).
  - VAT number not found in the database.
- **Example:** A supplier submits VAT Number **ESX12345678**, which does not follow the correct format for Spain (2 letters + 8 digits).

- **Resolution:** Confirm the VAT number with the local tax authority.

2. Address Inconsistencies

- **Reason:**
  - Missing critical address fields (for example, postal code, street name).
  - Significant mismatches in address details between the input and reference.
- **Example:** Input address is **"Main Road, Berlin, Germany"**, but the reference requires the house number and postal code (for example, **"123 Main Road, 10115, Berlin, Germany"**).
- **Resolution:** Provide a complete address, including postal code and house number.

3. Business Name Discrepancies

- **Reason:**
  - Placeholder or dummy names (for example, "Unknown Supplier").
  - Major differences between the submitted name and reference data.
- **Example:** Submitted: **Tech INNVOITASNO**, Reference: **Tech Innovators GmbH**.
- **Resolution:** Ensure that the official name match the business register.

4. Identifier Does Not Match Business

- **Reason:**
  - The identifier belongs to a different business.
- **Example:** VAT Number **DE987654321** is submitted for **"XYZ GmbH"**, but the reference shows it belongs to **"ABC GmbH"**.
- **Resolution:** Provide the correct identifier for your business.

5. Data Source Limitations

- **Reason:**
  - The identifier is from a country or type not yet supported by the verification service.
- **Example:** A supplier provides a **Taxpayer Identification Number (TIN)** from the USA, which is not yet supported.
- **Resolution:** Escalate to CDQ if necessary.

Why Do I Lose My Verification Badge?

Your verification badge can be removed for the following reasons:

- **Updating Verified Business Information**
  If you update any of the following verified business details, your badge will be removed:
  - Company name
  - Primary address (Country, State, City, Address Line 1, and Postal Code)
  - Tax ID or VAT ID

  For businesses verified with Dun & Bradstreet, changing or removing your DUNS number will also result in the loss of the verification badge. However, if your business is verified with CDQ, altering your DUNS number will not affect your badge.
  After making any updates to these details, you must go through the verification process again to regain your badge.

- **Expired Promote Subscription**
  If your promote subscription expires and is not set to auto-renew, your badge will be removed. To restore it, you need to renew your subscription and reinitiate the verification process.

  > **Note**
  >
  > If your promote subscription is set to auto-renew, you will not lose your badge.

To regain your verification badge, follow the steps outlined in Verifying Your Business [page 1068] to reinitate the verification process.

Active Supplier Status

Suppliers who actively engage on SAP Business Network are awarded an 

icon on their company profile. This status boosts credibility with potential buyers and demonstrates readiness for new business opportunities.

Eligibility Criteria

To qualify for **Active Supplier** status, you must have the promote subscription for your SAP Business Network supplier account and meet at least one of the following requirements:

- Complete at least one successful transaction (invoice or order) within the last three years. Only transactions within this timeframe are considered.
- Maintain at least one active trading relationship.

Status Activation and Maintenance

- **Activation**
  The **Active Supplier** status is automatically activated when the eligibility criteria are met. The **Active Supplier** icon is prominently displayed under your company name on your profile, visible to the public.
- **Maintenance**
  If you no longer meet the criteria, your status will change to **Inactive Supplier**. The **Inactive Supplier** icon is not visible to the public. To regain **Active Supplier** status, you must once again fulfill the eligibility requirements.
- **Notifications**
  You receive both an in-app and email notifications once the **Active Supplier** status is activated.

Marketing Collateral

You can add marketing collateral, including customer presentations, company website, best practices, case studies, and more, in the form of attachments or external links, to your profile to promote your company and attract new business opportunities.

The marketing collateral feature is now exclusive to SAP Business Network, promote subscribers.

- **For promote subscribers**, you can add and manage marketing collateral on your company profile to enhance visibility and showcase your expertise.

- **For non-promote users**, you can only view or delete existing collateral. To continue using the full functionality, you will need to buy the SAP Business Network, promote subscription.

> **Note**
>
> Existing marketing collateral will remain visible to buyers, even without a promote subscription. However, you'll need to subscribe to the promote package in order to upload new assets or make changes to your current collateral.

Verified Business and Active Supplier

When evaluating suppliers on SAP Business Network, two key indicators on their company profiles can help you make informed, confident decisions: the **Verified Business** badge and the **Active Supplier** status. These indicators provide valuable insights into a supplier's authenticity and engagement—helping you identify trustworthy and reliable partners.

Verified Business Badge

The **Verified Business** badge, represented by a blue checkmark , indicates that a supplier's company details have been validated by a trusted third-party provider—CDQ or Dun & Bradstreet (D&B).

Verified details include:

- Company Name
- Primary Address (Country, State, City, Address Line 1, and Postal Code)
- Tax ID or VAT ID
- DUNS Number (if verified by D&B)

You can use the **Verified** filter to easily find suppliers with this badge when searching for suppliers.

> **Note**
>
> SAP does not verify the accuracy of Third-Party Verification Information and is not responsible for any losses, direct or indirect, that may arise from it.

Active Supplier Status

The Active Supplier status highlights a supplier's ongoing engagement on SAP Business Network. A supplier earns this status by meeting both of the following criteria:

- Complete at least one successful transaction (invoice or order) within the last three years.
- Maintain at least one active trading relationship.

By focusing on these two indicators, you can quickly identify suppliers who are both verified and actively engaged, ensuring strong and reliable business partnerships.

Promote Insights for Suppliers

This feature enables Promote suppliers to improve their profile visibility and search trends among buyers.

With Promote Insights data, suppliers can compare their profile views and search appearances with top performing suppliers. Promote Insights suggests actions to boost your profile visibility in comparison with top 10 performing supplier profiles. You can update your **Company Profile** with suggested certifications, categories, keywords, sustainability ratings to improve your profile views.

Capabilities	Account without Promote Subscription	Account with Promote Subscription
Views	Limited to viewing profile views based on geographical location.	Promote enables you to check your profile views for up to 6 months and provides suggestions to further improve your reach. Promote suggests you the trending keywords and sustainability ratings to be added in your profiles and increase your reach. For more information, click User Tasks for Views [page 1077].
Search trends	Limited to only viewing your total search appearances for the past 12 months.	With Promote subscription, you can view **Search trending** results based on: • **Search appearances** • **Your commodity search trend** • **Search terms in your same location and category** • **Top search criteria of buyers in your region** Promote compares the top 10 profiles and suggests you add missing keywords, sustainability ratings, service location, and product offerings in your portfolio to increase your search appearances. For more information on adding keywords and sustainability ratings in your profile, see User Tasks for Search trends [page 1078].
Catalog	Not available	With Promote subscription, you can select a product from your product catalog and view the product views and RFI count in the selected time period. For more information, see User Tasks for Catalog [page 1078].

Capabilities	Account without Promote Subscription	Account with Promote Subscription
Discovery leads	Not available	With Promote Subscription, you can view the converted leads, conversion rate, and lead velocity in the selected time period. For more information, see User Tasks for Discovery leads [page 1079].

User Tasks for Views

You can check your profile views by location and its growth or decrease in the selected time period.

Procedure

1. Log in to SAP Business Network.
2. Go to the **Insights** tab.
3. On the **Insights** tab, you can view the **Views** widget.

   Your can check your profile views for the past 30 days, 3 months, or 6 months.
4. Select the desired time period from the drop-down.
   - **Views by location**: This widget displays your profile views by location in the selected time period.
5. **Views over time**: This widget displays your profile in the selected time period.
6. Click **Show all Suggestions** in the **Views** widget for recommendations on your profile.

   A detailed breakdown of the suggestion page appears.
7. Click on the suggested categories, certifications, keywords, or sustainability ratings.

   A new screen with the requested suggestion appears.
8. Click **Save**.

   You can go to your **Company Profile** page to view the added categories, certifications, keywords, or sustainability ratings.

User Tasks for Search trends

The **Search trends** widget displays insights of a promote supplier and compares them with profiles which appear more in the search results when compared to the promote supplier.

Procedure

1. Log in to SAP Business Network.
2. Go to the **Insights** tab.
3. On the **Insights** tab, you can view the **Views** widget.

   Your can check your profile views for the past 30 days, 3 months, or 6 months.
4. The **Search trending** widget displays results based on these filters:

   - **Search appearances**: This widget displays the profile views in the first page of search results in the selected time period.
   - **Your commodity search trend**: This widget displays the search results of your selected commodity.
   - **Search terms in the same location and category**: This widget displays the top search terms by the buyers.
   - **Top search criteria of buyer in your region**: This widget displays the top search filters of buyers in your region.
5. Click **See all suggestions** in any of the widgets to change the **Search trending** results.
6. Click on the suggested categories, certifications, keywords, or sustainability ratings.

   A new screen with the requested suggestion appears.
7. Click **Save**.

   You can go to your **Company Profile** page to view the added categories, certifications, keywords, or sustainability ratings.

User Tasks for Catalog

You can check the views and RFI count of the selected product for a time period of 30 days, 3 months, or 6 months.

Procedure

1. Log in to SAP Business Network.
2. Go to the **Insights** tab.
3. On the **Summary** section of the **Insights** tab, you can view the **Catalog** widget.
4. Select the time period and perform your desired action:

   - To check the **Product views**, click the dropdown with list of products in the **Product views** widget and select the product.

- To check the **RFI Count**, click the dropdown with list of products in the **RFI Count** widget and select the product.

These widgets display product views and RFI count in the selected time period.

User Tasks for Discovery leads

Dicovery leads enables you to view the converted leads, conversion rate, and lead velocity in the selected time period.

Procedure

1. Log in to SAP Business Network.
2. Go to the **Insights** tab.
3. On the **Summary** section of the **Insights** tab, you can view the **Discovery leads** widget.
   In this widget, you can view the **Won leads**, **Conversion rate**, and **Lead velocity**.
4. Select the time period.
   - **Won leads**: This widget displays the converted leads, lost leads, and leads in-progress.
     - **Won leads** displays the converted leads.
     - **Lost leads** displays the leads lost in the selected time period.
     - **In Progress Leads** displays the leads which are still in progress.
   - **Conversion rate**: This widget displays the conversion rate of search appearances to profile views to RFIs for the supplier in the selected time period.
   - **Lead velocity**: This widget displays the growth or decrease in the number of leads in the selected time period.

Promote Related Changes for SAP Business Network Discovery

The promote subscription for SAP Business Network offers exclusive features to help you discover new business opportunities and respond to business leads more effectively. .

In this topic, we shall broadly cover the following promote related changes to SAP Business Network Discovery:

- Promote related changes for private sector leads
- Common UI for all discovery RFIs
- The Request for Information form is replacing the contact form
- Question and Answer support for Discovery RFIs on Business Network

Brief details are as follows:

Promote Related changes for private sector leads:

Changes occuring after promote subscription launch

Table 25: Before and After

Account without Promote subscription	Account with Promote subscription
Private sector postings are limited to viewing only basic lead details such as **Lead Type**, **Respond By**, and **Decision Deadline**.	With the promote subscription, you can unlock all private lead details (including company name, description, title, attachments, supplier preferences, and so on) as well as respond to the lead. With the promote subscription, as a supplier, you can • update your profile page • improve your visibility and searchability • respond to unlimited private sector and public leads thereby improving business opportunities. For more details, see Buying Promote Subscription

Common UI for all discovery RFIs

With the launch of promote subscription, all RFIs are visible on SAP Business Network, the users are not redirected to classic discovery to respond to any RFIs. With this change following are the impacts:

- RFQs created by the discovery buyers will be treated as RFIs and the suppliers will respond to them as RFIs.
- RFQs created by quote automation buyers will continue to be redirected to classic discovery for the suppliers to bid upon.

A request for information form is replacing the contact form

Whenever buyers use to find suppliers using the search, they used to contact the suppliers

1. By contact button on search results and on supplier profile on Network- The supplier being contacted used to receive an email and respond with respective details needed by the buyer
2. By contact button on supplier's discovery profile on classic discovery- The supplier being contacted used to receive an email and respond with respective details needed by the buyer, this information can also be accessed by the suppliers on the messages tab.

With the latest changes, the contact button will be replaced by request for information button and when a buyer sends the request for information, the supplier recieves a private lead in discovery, which can be responded by the suppliers as a regular discovery posting.

Question and Answer support for Discovery RFIs on Business Network

With the launch of promote subscriptions, suppliers will be able to ask buyer's questions related to the RFI on SAP Business Network, they won't be redirected classic discovery to ask questions. Suppliers will also be access the questions asked by the buyers on their response tab.

Promote Related Changes for Private Sector Leads

With the launch promote subscription launch all private-sector postings won't be free to respond to for suppliers, suppliers must subscribe to promote packages to respond to private-sector discovery postings. A private sector posting can be created by different buyers and as a result of different business processes, such as:

- A buyer creating a private sector RFI and you being matched to it, for this, you will be notified if your notifications are enabled or you can find these in, matched leads under the matched and invited leads submenu under the discovery menu. The source of these postings will be displayed as GS, Sourcing and Discovery.
- A buyer accessing your catalogue and sending a price check, you will be invited to these leads, you will receive an email for the invitation and you can find these leads invited leads under the matched and invited leads submenu under the discovery menu. The source of these postings will be displayed as a Catalogue
- A buyer accessing your profile and sending a request for information, you will be invited to these leads, you will receive an email for the invitation and you can find these leads invited leads under the matched and invited leads submenu under the discovery menu. The source of these postings will be displayed as Profile.

Here are the changes in terms of content display for a supplier who is not subscribed to promote:

Table 26: Hidden and Displayed

Hidden	Available For display
Lead Title will be renamed to Private Lead	Lead Type: RFI or RFQ
Customer's name	Customer Type
The description	Creation Date
Attachments and images associated with the RFI will be hidden	Lead ID
	Source of the lead
	Opportunity Amount
	Contract Length
	Response Deadline
	Humanitarian Aid
	Whether the lead is a public sector lead or private sector
	Lead Visibility: Whether it is a public lead or private lead
	Product and service categories
	Ship to or service to location
	Supplier Preferences

However, public sector RFIs (Source sourcing and GS) and RFQs created by quote automation buyers (Source: ERP) will always be free for access and respond.

The below table highlights what is available for suppliers with promote subscription and suppliers without promote subscription.

Table 27: Suppliers without promote subscription

Lead Type	Source	Q&A	Response	Content	Save	Not Interested
Public Sector	Sourcing and GS	Enabled	Enabled	Enabled	Enabled	Enabled
Private Sector	Sourcing and GS	Disabled	Disabled	Disabled	Enabled	Disabled
SRP	Sourcing and GS	Disabled	Disabled	Disabled	Enabled	Disabled
Private Sector RFIs	Catalog	Up to 5 are allowed	Up to 5 are allowed	Up to 5 are allowed	Enabled	Up to 5 are allowed
Private sector RFIs	Discovery	Disabled	Disabled	Disabled	Enabled	Disabled
Private sector RFIs	Profile	Up to 5 are allowed	Up to 5 are allowed	Up to 5 are allowed	Enabled	Up to 5 are allowed
RFQ	Integration	Enabled	Enabled	Enabled	Enabled	Enabled

Table 28: Suppliers with promote subscription

Lead Type	Source	Q&A	Response	Content	Save	Not Interested
Public Sector	Sourcing and GS	Enabled	Enabled	Enabled	Enabled	Enabled
Private Sector	Sourcing and GS	Enabled	Enabled	Enabled	Enabled	Enabled
SRP	Sourcing and GS	Enabled	Enabled	Enabled	Enabled	Enabled
Private Sector RFIs	Catalog	Enabled	Enabled	Enabled	Enabled	Enabled
Private sector RFIs	Discovery	Enabled	Enabled	Enabled	Enabled	Enabled
Private sector RFIs	Profile	Enabled	Enabled	Enabled	Enabled	Enabled
RFQ	Integration	Enabled	Enabled	Enabled	Enabled	Enabled

Private Sector RFIs created by the buyers by accessing your catalog or profile, have a maximum of five accesses free. Five accesses implies the suppliers without promote subscriptions can:

- Access all the content
- Ask questions
- Repond to these postings.
- Respond as not interested.

for a maximum of five times.

Common UI for All Discovery RFIs

Before promote launch:

- The leads created on Classic Discovery used to be redirected to Classic Discovery upon clicking and the suppliers used to respond to them on Classic Discovery.
- The leads created on SAP Business Network Discovery used to redirect to SAP Business Network and the suppliers used to respond to them on SAP Business Network.

After launch of promote subscription

All RFIs will be visible on SAP Business Network, the users will not be redirected to classic discovery to respond to any RFIs. With this change, the following are the changes:

- RFQs created by the discovery buyers will be treated as RFIs and the suppliers will respond to them as RFIs.
- Previous responses to these RFIs will not be stored anymore, whenever a supplier updates the response, the buyer will see the latest response.
- RFQs created by quote automation buyers will continue to be redirected to classic discovery for the suppliers to bid upon.

The changes related to private sector RFIs after the promote launch are explained in Promote Related Changes for Private Sector Leads [page 1081]

The Request for Information form is replacing the contact form

Before Promote Subscription Launch:

Whenever buyers find suppliers using the search, they contact the suppliers:

- By contact button on search results and on supplier profile on the Network- The supplier being contacted used to receive an email and respond with respective details needed by the buyer
- By contact button on supplier's discovery profile on classic discovery- The supplier being contacted used to receive an email and respond with respective details needed by the buyer, this information can also be accessed by the suppliers on the messages tab.

After Promote Subscription Launch:

With the latest changes, the contact button will be replaced by a request for information button and when a buyer sends the request for information, the supplier receives a private lead in discovery, which can be responded to by the suppliers as a regular discovery posting.

Response-related validations are explained in Promote Related Changes for Private Sector Leads [page 1081]

Request for information sections for Buyers

Table 29: Request for information sections for Buyers

Fields	Mandatory/Optional	Description
Title	Mandatory	Subject of the RFI

Fields	Mandatory/Optional	Description
Description	Mandatory	Detailed description of buyer requirements
Attachments	Optional	Images and documents added by the buyer
Budget	Optional	Project Budget of the RFI
Currency	Optional	Currency of the project budget
Response Deadline	No need to pass	When the supplier is expected to respond.
Contract Length	Optional	Contract length of the RFI
Hide My company name	Optional	If the buyer wants to hide their company name, you will be able to see their alias name.
Company mask name	Mandatory if Hide my company name is selected	This is by default "SAP Business Network Discovery Buyer" but can be edited.
Show my contact Name	Optional	If the buyer user wants to show their contact name.
Publish Now	Mandatory	The RFI will be published as soon as you click send
Custom Time	Mandatory if selected	To selected by the buyer for the future.

Supplier Notifications:

- Supplier users who have enabled, Notify me,when, Invited to a new lead will get a notification about these RFIs.
- Supplier users whose email are mentioned under Notify other users, when Invited to a new lead will get a notification about these RFIs.

Buyer Notifications:

The buyer user who has sent the request for information to the supplier and have enabled Notify me, when A supplier responds to my posting.

Question and Answer Support For Discovery RFIs On Business Network

A buyer and a supplier can now collaborate 2 ways concerning an RFI on SAP Business Network:

1. Question and Answer on an RFI: Please find the process as explained below
    1. A supplier can ask for further details about an RFI before responding to an RFI on SAP Business Network.
    2. Whenever the supplier submits a question, the buyer is notified about the submission, or can directly view the question under the Q&A section in the RFI.

3. A buyer can make the question public for other suppliers to view and refrain from asking repetitive questions.
4. Once the buyer responds to the question, the supplier who has asked the question gets notified via email or can access the answer in the Q&A section on RFI.

2. Messages on response: The process is as explained below
    1. A buyer can ask for further details on a response from a supplier before making a decision about the supplier. Buyers can ask the question on the view response section on any RFI.
    2. Whenever the buyer asks a question, the supplier is notified about the submission, or can directly view the question under the submitted response. The question is available under the view response section for a specific RFI.
    3. Once the supplier responds to the question, the buyer who has asked the question gets notified via email or can access the answer in the individual response section in the RFI.

The Q&A access follows the same process described for promote subscriptions in Promote Related Changes for Private Sector Leads [page 1081]

For Non-Logged access of the RFIs:

1. If it is a private sector, you can receive the questions asked by previous suppliers and make these questions visible to all; there is also a placeholder to ask questions, when you log in and if you are a:
    1. Non-promote supplier, you are asked to subscribe to promote.
    2. Promote supplier, you can ask a question.
2. If it is a public sector, you can receive the questions asked by previous suppliers and make these questions visible to all; there is also a placeholder to ask questions, when you log in.

Network Catalog Experience for Promote Subscribers

The promote subscription for SAP Business Network offers exclusive features to help you streamline catalog management and accelerate growth. By adding this subscription to your SAP Business Network standard or enterprise account, you gain unlimited product publishing, access to the Network Catalog Management API, the ability to generate compelling product details using generative AI, and more.

Capabilities	Account without Promote Subscription	Account with Promote Subscription
Publish products	You can perform a maximum of 1000 publishing actions on network catalog products. A "publishing action" refers to any instance of publishing or approving a product, which includes initial publishing, republishing, approving, or re-approving a product in the network catalog.	You can publish an unlimited number of products on your network catalog to showcase your full suite of products and services to potential customers.
Respond to buyers' queries on network catalog products directly via request for information	You can respond to the first 5 buyers' queries.	You can respond to all buyers' queries.

Capabilities	Account without Promote Subscription	Account with Promote Subscription
Manage catalog products using API	No access to the Network Catalog Management API.	You can use the Network Catalog Management API, which provides a secure and efficient alternative for managing your network catalog and retrieving product information. By integrating the API into your existing systems, you can seamlessly manage your catalog data without needing to access the user interface. For more information, see Network Catalog Management API.
Create product details with generative AI	No access to embedded AI services.	You can automate the creation of product summaries and descriptions by leveraging embedded AI services. This saves you time and enhances both the readability and appeal of your catalog entries. For detailed steps, see Generating Product Summary and Description Using AI.
Network catalog products searchable by your buyers in SAP Ariba Buying	Your network catalog products can only be discovered on SAP Business Network. Buyers can't search for or purchase your network catalog products in SAP Ariba Buying.	Your network catalog products on SAP Business Network are seamlessly integrated with SAP Ariba Buying. With this integration, SAP Ariba Buying buyers who have established trading relationships with you on SAP Business Network can search for and purchase your network catalog products directly within SAP Ariba Buying.

Enhanced Search Experience for Buyers

The trading partner search on SAP Business Network has been redesigned to enhance how buyers discover and connect with trading partners.

With smart search suggestions, prioritized supplier rankings, and improved search result navigation, the new search makes it easier for buyers to find trustworthy trading partners and initiate transactions.

Intuitive search suggestions

When you type search terms in the search bar, text suggestions for auto-completion or more specific keywords appear below it. These suggestions help you refine your search terms for more accurate results.

Prioritized trading partner ranking

The search results prioritize relevant, reliable, and engaged trading partners based on several factors:

- Relevant catalogs: Trading partners offering the specific item in your search rank higher.
- Verified business: Trading partners with verified businesses rank higher.
- Trading relationships: Trading partners having established trading relationships with more buyers rank higher.
- Complete profiles: Trading partners with complete profiles that include accurate industry and capability-specific terms rank higher.

Improved search result navigation

- Search results show trading partner information along with thumbnails of relevant catalog offerings, if available. Clicking a trading partner's name takes you to their public company profile.
- Trading partners with verified businesses are marked with an *(Verified Business)* icon next to their names. Trading partners that have reported sustainability ratings in their profiles are marked with an *(Reported Sustainability Ratings)* icon.
- Additional search filters are provided to help you find the best matches. For example, you can apply a **Trading Partner Status** filter to locate trading partners with verified businesses or those having established trading relationships with you.

User Tasks

Searching for Trading Partners on SAP Business Network

Changes to Feature Availability

With the launch of SAP Business Network, promote subscription, the following changes are being made to the existing supplier features and functionalities.

Network Catalog

The network catalog on SAP Business Network is available to all suppliers.

Suppliers without the promote subscription can perform a maximum of 1000 publishing actions to load their network catalog products online. A "publishing action" refers to any instance of publishing or approving a product, which includes initial publishing, republishing, approving, or re-approving a product in the network catalog.

Suppliers without the promote subscription can respond to the first 5 buyers' queries on network catalog products directly via request for information.

SAP Business Network promote subscribers have the ability to publish an unlimited number of products and respond to all buyers' queries on network catalog products. Starting from the launch of the promote subscription, the ability to create product summaries and descriptions with generative AI will be exclusive to promote subscribers.

If you've published products before the launch of the promote subscription, those products will remain available. Starting from the launch day, you'll get an additional 1000 publishing opportunities, regardless of how many products you've published before.

Marketing Collateral in Company Profile

Starting from the launch of the promote subscription, the ability to load and share marketing collateral with prospective new buyers and customers will be exclusive to SAP Business Network promote subscribers.

If you've previously loaded marketing collateral assets to your company profile, they will remain visible to buyers. However, you need to purchase the promote subscription in order to upload new assets or make changes to existing ones.

Responding to Buyer Postings

Starting from the launch of the promote subscription, you'll need the promote subscription to respond to private sector discovery postings and leverage generative AI to craft responses. You can continue responding to public sector SAP Business Network discovery posts at no cost.

Improved Matching Criteria for Supplier Registration

Business Details

This feature provides enhanced matching criteria for suppliers during the registration process. Suppliers can identify existing accounts on SAP Business Network and choose to contact system admin or continue logging on using their existing credentials.

Implementation Details

Business End User Tasks

Once a buyer sends a trading relationship request invitation to a supplier, they receive an email to establish a trading relationship. Suppliers must follow these steps to review their existing accounts on SAP Business Network and start the registration process.

1. In the email invitation, click **Get Started**.
2. On your screen, you see these three options:
    - **Review accounts**
    - **Use existing account**
    - **Create new project**

3. Select **Review accounts**.
   You can view the top three matching accounts under the **Top recommendations (3)** section and other matches under the **Other existing accounts** section.
4. Click:
   1. **Use this account** on your preferred account and login using your existing credentials.
   2. **Contact administrator** to contact your system administrator for login credentials.
      Enter the following details in the **Contact administrator** pop-up and click **Send**.

Elements	Options
Your name	Mandatory
Your company name	Mandatory
Your email	Mandatory
Your phone number	Optional
Your message	Mandatory

> **Note**
>
> This user task is also applicable for Walkup registration and Discovery flow.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502

Valid as Of	2025-02-14
Reference Number	PAY-21695
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Profile Data Federation

Business Details

This feature enables your company profile data to be replicated across SAP Business Network's global data centers, making your profile visible to trading partners in different regions.

For more information, refer to How Profile Data Federation Works [page 1092]..

Changes to the User Interface

On the **Profile Settings** page, a new setting has been added to the **Search Results Visibility** section:

New Setting	Description
Replicate to global regions of SAP Business Network	When enabled, your profile data will be replicated across global data centers of SAP Business Network and visible in those regions. For suppliers, this setting is enabled by default. Buyers need to enable it manually. Once enabled, this setting cannot be reversed. **Note** As a supplier, to enable your profile searchable across global data centers, you must also toggle on **Show my profile in search results** in addition to enabling **Replicate to global regions of SAP Business Network**.

Implementation Details

Effects on Existing Data

Previously, your company profile data was only available within the data center where you were onboarded. With this new feature, you can make your profile data available in other SAP Business Network data centers worldwide.

Business End User Tasks

To enable profile data federation, refer to Enabling Profile Data Federation [page 1093].

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Innovation
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SA-52210
Sub Process (Modular Business Process)	n/a
Application Component	n/a
Area	n/a
Link to Demo	n/a
Solution Capability	n/a

User Type	Buyer Supplier

Related Information

How Profile Data Federation Works [page 1092]
Enabling Profile Data Federation [page 1093]

How Profile Data Federation Works

Profile data federation replicates your company profile data across all global data centers of SAP Business Network, enabling trading partners in different regions to find and view your company profile, thereby facilitating potential business opportunities.

To understand how profile data federation works, consider two trading partners located in different regions:

- Trading Partner A is based in the United States (US) data center.
- Trading Partner B is based in the Kingdom of Saudi Arabia (KSA) data center.

For Trading Partner B to view Trading Partner A's profile, Trading Partner A's profile data must be replicated from the US data center to the KSA data center. To make this happen, Trading Partner A must enable profile data federation.

For details about how to enable profile data federation, refer to Enabling Profile Data Federation [page 1093].

Once enabled, an initial replication synchronizes your company profile data across all global data centers of SAP Business Network. Future updates are automatically synchronized to ensure your profile remains consistent and up to date across all data centers.

> **Note**
>
> Profile data federation is only available to companies that are not sole proprietors.

Enabling Profile Data Federation

Profile data federation allows your company profile to be visible across all global data centers of SAP Business Network. This makes it possible for trading partners in different regions to find and view your company profile, facilitating potential business opportunities.

Prerequisites

You are assigned a role with the **Company Information** permission. See Permissions You Can Assign to Users.

Procedure

1. Sign in to your SAP Business Network account.
2. Click the **Account Settings** icon and choose **Company Profile**.

   This opens the **Company Profile** page.
3. Click the **Options** menu in the upper-right corner of your profile and select **Profile settings**.
4. On the **Profile Settings** page, locate the section labeled **Search Results Visibility**:
   a. **Optional:** Toggle **Show my profile in search results** to allow your profile appear in search results.

      This setting determines whether your company profile is visible to trading partners in their search results. To enable global searchability, turn on this setting along with **Replicate to global regions of SAP Business Network**.

      Currently, this setting is unavailable to buyers.
   b. Toggle **Replicate to global regions of SAP Business Network** to enable profile data federation.

      This setting determines whether your profile data will be replicated to other data centers of SAP Business Network. For suppliers, this setting is enabled by default. Buyers need to enable it manually. Once enabled, this setting cannot be reversed.
5. Click **Save** to confirm your settings.

Results

- Your company profile will be replicated and visible across all data centers of SAP Business Network.
- Future updates to your profile will be automatically synchronized globally.
- If **Show my profile in search results** is enabled, your profile will also become searchable across all global regions.

Enhanced Profile Transparency

Business Details

This feature enhances supplier profile transparency by providing detailed information about their registration history with SAP Business Network.

The profile details include:

- **Member of SAP Business Network Since**: This information indicates the year a supplier joined SAP Business Network. It reflects the supplier's maturity and experience on the platform. A longer membership suggests greater stability and reliability.
- **Registration Type**: This detail shows how a supplier registered with SAP Business Network. There are two possible registration methods:
  - Invited: Another buyer invited the supplier to join the platform, indicating a trusted recommendation and potential endorsement.
  - Walk-up: The supplier proactively self-registered on the platform, demonstrating their initiative to engage with the SAP Business Network community.

Benefits for Suppliers:

- Showcases experience and maturity on the platform
- Attracts potential business opportunities, especially if invited by a buyer
- Enhances credibility and appeal to buyers

Benefits for Buyers:

- Provides insight into a supplier’s track record and reliability
- Highlights trusted recommendations from other buyers
- Helps buyers make more informed decisions when selecting suppliers

Changes to the User Interface

A new **About This Profile** link has been added under the company name on the supplier's profile page. Clicking this link reveals details about the supplier’s account creation year and registration method.

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Action/Review Required
Type	New
Lifecycle Phase	General Availability

Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SA-52508
Sub Process (Modular Business Process)	n/a
Application Component	n/a
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Buyer Supplier

Support for Additional Entities and Country Configuration on Company Profile

Business Details

This feature introduces the new and simplified user interface to manage additional entities and country configurations for suppliers in SAP Business Network.

Now, **Additional Addresses** are referred to as **Additional Entities** and legal profile creation is referred to as **Country Configuration**. Both these entities are available as separate menu options in the left navigation pane under the **Company Profile**.

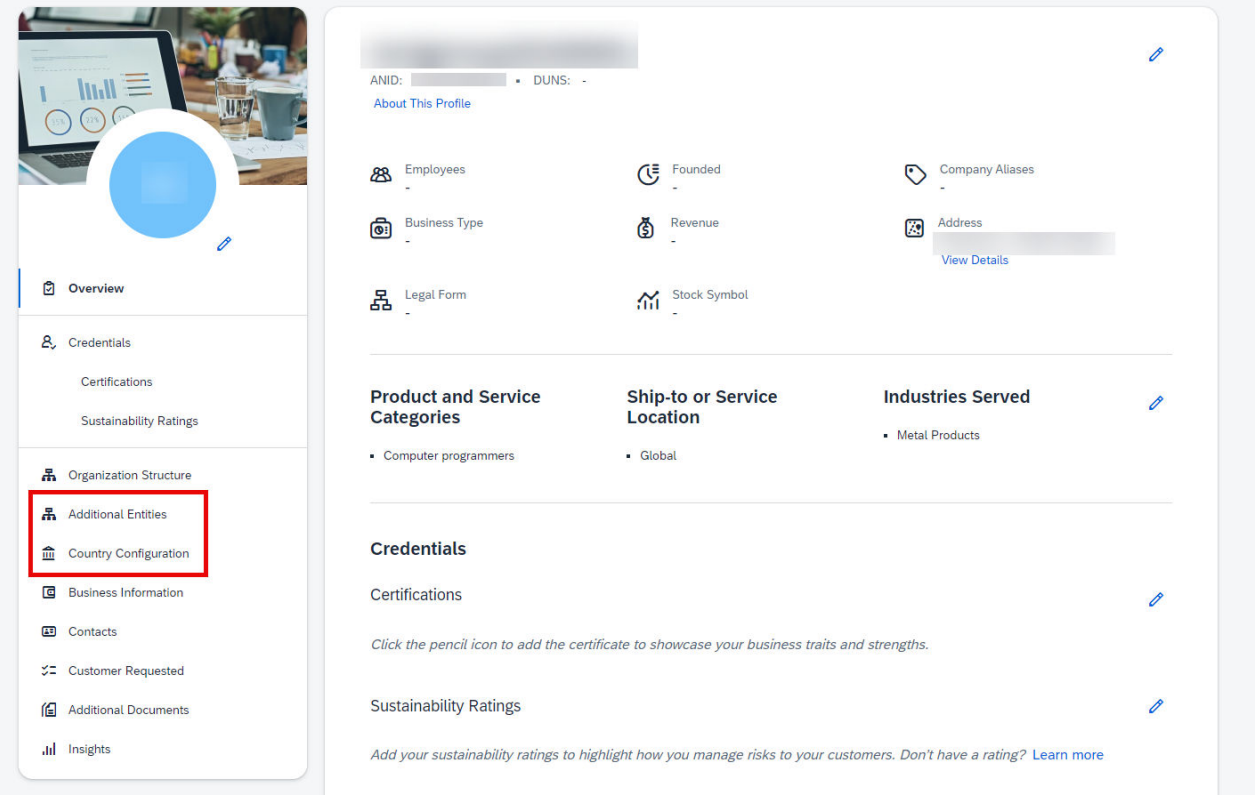
Suppliers can add additional addresses in the **Additional Entities** and can add up to 20 addresses. For more information, see Managing Additional Entities on Company Profile [page 1098].

To create and maintain a country-specific legal profile for your organization, you can now directly navigate to **User Profile Settings** > **Company Profile** > **Country Configuration**. For more information, see Creating a Country Configuration [page 1099].

During the creation of a country configuration, your organization's address and tax related information are retrieved from **Additional Entities** for the selected country and company name. Once a country configuration is created, you cannot edit or update the details added in **Additional Entities**. Hence, it is recommended to provide all the necessary details in **Additional Entities** before creating a country configuration.

However, you can update the details in the **Additional Entities** for a specific country by deleting the country configuration first.

Example of the User Interface



Changes to the User Interface

Previously, additional address details and legal profile creation were managed under **Additional Addresses** > **Company Profile**. The financial information for additional addresses is now added under Country Configuration on the Company Profile page instead of entering the details by selecting the **Set Up Legal Profile** check box during creation of an additional address.

Implementation Details

General Prerequisites

To create a country configuration, the supplier must have created the company's address and maintain the tax identifiers under **Additional Entities**. It is only then you can select the company name in the **Country Configuration**.

Business End User Tasks

- Managing Additional Entities on Company Profile [page 1098]
- Creating a Country Configuration [page 1099]
- Editing a Country Configuration [page 1099]
- Deleting a Country Configuration [page 1100]

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Workflow
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SA-54373
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

Features IDs referenced: NG-7095

Managing Additional Entities on Company Profile

To view and manage additional entities:

1. Sign in to your SAP Business Network account.
2. Click the **Account Settings** icon and choose **Company Profile**.
3. Choose **Additional Entities** from the left pane.
   The additional entities are displayed.

To create a new additional entity:

1. Click **Create** on the top-right corner of the additional entities table on the **Company Profile** page.
2. Enter **Company and location information** which includes the following fields:
   - Company (legal) name
   - Country/Region
   - Address line 1
   - Address line 2
   - Address line 3
   - City
   - State
   - Zip
3. **Supplier (SoldFrom)**is selected by default on the **Functions** dropdown under **Network collaboration information**.
4. Enter **Internal ID** under **Identification information**.
5. Enter **Tax information** which includes the following fields:
   - Tax ID
   - VAT ID

   > **Note**
   >
   > **Tax information** fields are displayed based on the country of the selected address.
6. Click **Create**.
   The additional entity is created.

Additionally, you can edit an exisitng additional entity by clicking **Edit** or delete an additional entity by clicking **Delete** on the top-right corner of the additional entities table on the **Company Profile** page.

> **Note**
>
> - An existing address cannot be edited or deleted if it is linked to a country configuration.
> - To set up legal profile and set up financial information, click **Country Configuration** from the left pane on the **Company Profile** page. For more information on setting up financial information, see Creating a Country Configuration.
> - The maximum number of additional entities that can be added to a company profile is 20.

Creating a Country Configuration

Procedure

1. Log in to your SAP Business Network supplier account.
2. Navigate to **Account Settings** > **Company Profile**.
3. Select **Country Configuration** from the left navigation pane.
4. Choose **Create**.
5. Select the country/region and company name created under Additional Entities.
6. Choose **Continue**.

   For the selected country and company name, some of the fields are prepopulated. This information is captured from the company details provided under **Additional Entities**.
7. Enter details for the required fields.

   The fields displayed are country-specific and hence vary for every country.
8. Choose **Create**.

Results

> ⓘ Note

You can also edit and delete the country configuration. For more information, see:

- Editing a Country Configuration [page 1099]
- Deleting a Country Configuration [page 1100]

Editing a Country Configuration

Procedure

1. Log in to your SAP Business Network supplier account.
2. Go to **Account Settings** > **Company Profile**.
3. Select **Country Configuration** from the left navigation pane.
4. Navigate to the country configuration of the required country.

   The configuration screen of the selected country is displayed.
5. Choose **Edit** at the top right of the configuration screen.

   The **Tax Identification Numbers** section is non-editable.
6. Continue to edit the required fields.

7. Choose **Save**.

Deleting a Country Configuration

Context

You can delete a country configuration in two ways:

- 1. Navigate to the required country configuration on the **Country Configuration** home screen.
  2. Choose **Delete** at the top right.
- 1. Open the required country configuration on the **Country Configuration** home screen.
  2. Choose **Delete** at the top right.

Five-Digit Postal Code Support for Taiwan

Business Details

SAP Business Network now supports five-digit postal codes for Taiwan, applicable during supplier onboarding and within supplier company profiles.

Implementation Details

Effects on Existing Data

Previously, when Taiwan was selected as the country during supplier registration or when editing company information on the supplier profile, a six-digit postal code was required. Entering a five-digit postal code would result in an error. With this update, SAP Business Network supports the use of five-digit postal codes for Taiwan. Taiwan's postal codes now can be three-digit, five-digit, or six-digit. This enhancement ensures greater flexibility and accuracy in handling postal code formats for Taiwan.

Technical Details

Product	SAP Business Network
Line of Business	Sourcing and Procurement
Action	Information

Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Function
Functional Localization	No localization
Capability	n/a
Component	n/a
Environment	n/a
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SA-54134
Sub Process (Modular Business Process)	n/a
Application Component	n/a
Area	n/a
Link to Demo	n/a
Solution Capability	n/a
User Type	Supplier

VAT and Tax Enhancement for Invoice

Business Details

This feature enhances the invoices sent by suppliers via the 4A1 soap interface. The S/4 tax code is customized to the CXML tax category and the Header and Item Supplier tax code is mapped to the CXML tax code.

Suppliers must maintain entries to map the S/4 tax code to cXML tax category in the newly created table SBN_SUPL_TAXCODE using the T-Code SM30.

Table 30: SBN_SUPL_TAXCODE

Elements	Description
VENDOR	Enter your vendor ID in this field.

Elements	Description
TAX_CODE	Enter your S/4 tax code in this field.
COUNTRY	Enter your country code in this field.
EXT_TAX_TYPE	Enter your cXML tax category in this field.

> **Note**
>
> The logic to map S/4 tax code to cXML tax category according to table SBN_SUPL_TAXCODE is written in a newly implemented BAdI ARBS4_SBN_TAX_OUT in enhancement spot LOG_EDI_SD_INVOICE.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SBNI-496
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Supplier

Support Multiple Consignments in a Transport Request with B2B - X12 204 4010

Business Details

This feature enhances the EDI 204 mapping process by supporting multiple consignments within a single TransportRequest CXML. The updated mapping, referred to as "204N," ensures that all consignments included in a transport request are accurately captured and transmitted.

This enhancement introduces a new naming convention and extrinsic definition for seamless integration, allowing suppliers and partners to efficiently process multi-consignment transport requests.

Changes to the User Interface

Previously, SAP Business Network only supported a single consignment in one EDI204. This feature supports X12 204 4010 document type for multiple consignment.

Implementation Details

General Prerequisites

The cXML TransportRequest document must contain the following Extrinsic:

```
<TransportRequestHeader><Extrinsic name="204N">204N</Extrinsic>
```

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On

Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SBNI-1029
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related Information

ANSI X12 4010 Implementation Guides

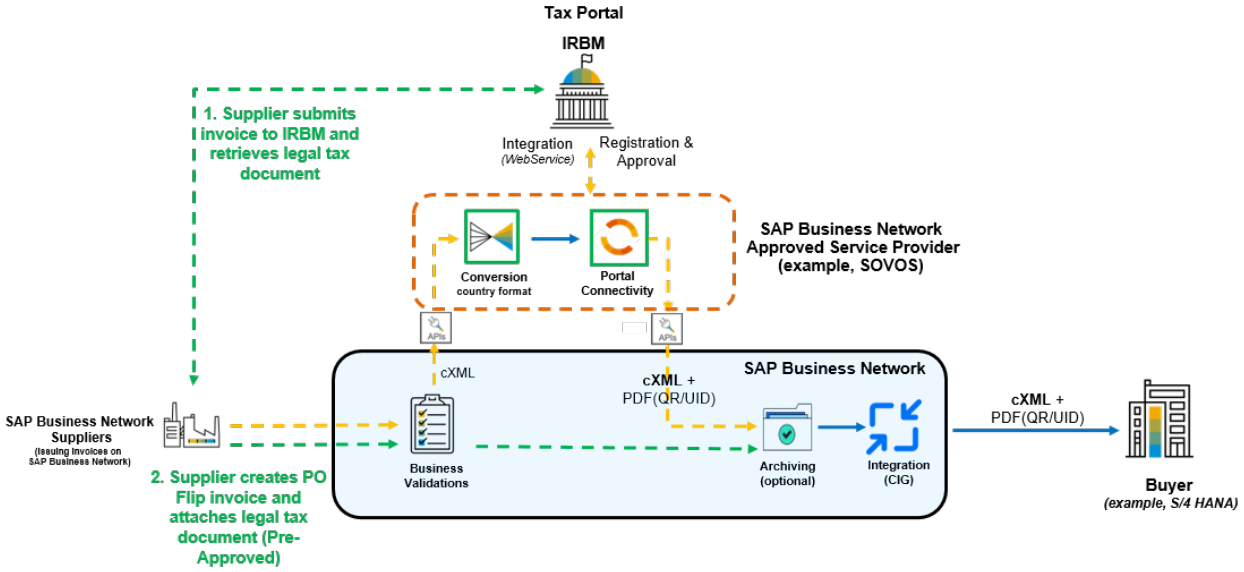
E-Invoicing of Pre-Approved Invoices for Malaysia

Business Details

The Malaysian tax authority has introduced new regulations to improve the e-invoicing process for e-commerce transactions. To harmonize with the local regulations, SAP Business Network implements the changes in the application in two phases.

In this release, suppliers can recreate a pre-approved invoice in SAP Business Network. A pre-approved invoice is an invoice created outside of SAP Business Network and approved by the Malaysian tax authority. Therefore, additional Malaysian-specific fields are introduced during invoice creation process. Hence, suppliers in Malaysia must provide additional tax details during invoice creation and the same information will be displayed on the invoice summary once the invoice is created.

The following graphic describes the complete workflow of the invoicing process in Malaysia. The greenline represents the workflow of the pre-approved invoicing process supported by SAP Business Network for this release.



> **Note**
>
> This feature is applicable only for domestic suppliers.
>
> .

Changes to the User Interface

Earlier, the following fields were displayed on the invoice creation page under the **Additional Malaysia Specific Information** section:

- **Supplier SST ID** - Sales Tax/Service Tax (SST) registration number of the supplier.
- **Buyer SST ID** - SST registration number of the buyer. Not applicable to buyers that are not SST-registered.

Now, the following additional fields are added along with the existing fields during invoice creation under the **Additional Malaysia Specific Information** section:

Field name	Description
Supplier TIN	Supplier's TIN assigned by IRBM.
Supplier Tourism Tax Registration Number	Tourism tax registration number of the supplier. This is only applicable to tourism tax registrant, which may consist of hotel operators and online travel operators.
Supplier Business Registration Number	Supplier's business registration number for Malaysian individual (MyKad identification number).
MSIC Code	A 5-digit numeric code that represents the business nature and activity of the supplier.
Buyer TIN	Buyer's TIN assigned by IRBM.

Field name	Description
Buyer Tourism Tax Registration Number	Tourism tax registration number of the buyer. This is only applicable to tourism tax registrant, which may consist of hotel operators and online travel operators.
Buyer Business Registration Number	Buyer's business registration number for Malaysian individual (My-Kad identification number).
Unique Document Identifier (UUID)	Reference number assigned by IRBM, representing a unique identification of the e-invoice. You can enter this information from the external approved invoice.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	Localized for Malaysia
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	NG-6276
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Supplier

cXML Information

SAP Business Network generates the following extrinsics in the cXML.

When SAP Business Network suppliers create an invoice for Malaysia, the invoice cXML should have the following extrinsics along with the **From** address.

Extrinsic name	Sample extrinsic code
supplierVatID	<InvoiceDetailRequest> .... <InvoiceDetailRequestHeader> <Extrinsic name="supplierVatID">SU1-SUP4-SUP45678</ Extrinsic> </InvoiceDetailRequestHeader> .... </InvoiceDetailRequest>
supplierTIN	<InvoiceDetailRequest> .... <InvoiceDetailRequestHeader> <Extrinsic name="supplierTIN">TIN12345</Extrinsic> </InvoiceDetailRequestHeader> .... </InvoiceDetailRequest>
supplierTourismNumber	<InvoiceDetailRequest> .... <InvoiceDetailRequestHeader> <Extrinsic name="supplierTourismNumber">TTRN12345</ Extrinsic> </InvoiceDetailRequestHeader> .... </InvoiceDetailRequest>
supplierBRN	<InvoiceDetailRequest> .... <InvoiceDetailRequestHeader> <Extrinsic name="supplierBRN">BRN12345</Extrinsic> </InvoiceDetailRequestHeader> .... </InvoiceDetailRequest>
MSICCode	<InvoiceDetailRequest> .... <InvoiceDetailRequestHeader> <Extrinsic name="MSICCode">MSIC12345</Extrinsic> </InvoiceDetailRequestHeader>

Extrinsic name	Sample extrinsic code
	`....` `</InvoiceDetailRequest>`

Enhanced Data Protection Capabilities through Attribute-Based Access Control

Business Details

SAP Business Network now extends capabilities for Segregation of Duties (SoD) and access control for buyers based on enhanced authorization profiles to achieve the Zero Trust security model.

Zero Trust is a security framework that requires continuous authentication, authorization, and validation of users. This framework applies to users both inside and outside the organizational network. You gain access to applications and data only after continuous validation of security configurations and posture.

> ⓘ Note
>
> Zero Trust is a standard and default practice in the United States Aerospace and Defense industry. It is exclusively available within the FedRAMP (CRE) environment and not for commercial customers.

Authorization profiles for buyers allow buyer administrators to segregate duties, visibility, and actions based on buyer roles and responsibilities. This capability helps organizations meet legal, financial, or security requirements by restricting the information a particular buyer can access. New attributes have been added to the authorization profiles, enhancing the management of data access for buyer users through Attribute-Based Access Control (ABAC).

> ⓘ Note
>
> ABAC is a model for fine-grained authorization where access is defined by the attributes of the user, the resource, and the environment.

Changes to the User Interface

On the **Administration** > **Users** > **Manage Authorization Profiles** page, new attributes are added to the following authorization profiles:

- **System ID**, **Vendor ID**, **Program**, **Contract**, **SIP** attributes are added with look-up values to the **Order Collaboration** authorization profile for the FedRAMP environment.
- **System ID** and **Vendor ID** attributes are added with look-up values to the **Order Collaboration** authorization profile for commercial customers.
- **Location** and **System ID** attributes are added with look-up values to the **Quality Collaboration** authorization profile for both FedRAMP and commercial customers.
- **Location**, **Line of Business**, **Product Family**, and **Program Code** attributes are added with look-up values to the **Planning Collaboration** authorization profile for both FedRAMP and commercial customers.
- The audit report now includes all changes related to authorization profiles, user management, and modifications to the attributes of these profiles.

- The cXML structure is re-defined to accommodate the newly created attributes.

Implementation Details

General Prerequisites

For buyer administrators with SAP Business Network for Supply Chain functionality, you must:

- enable buyers for both SAP Business Network for Supply Chain functionality and **Aerospace and Defense** industry-specific functionality. For details, see Updating the Aerospace and Defense Entitlement for Buyers [page 1110].
- enable suppliers for both SAP Business Network for Supply Chain functionality and **Aerospace and Defense** industry-specific functionality. For details, see Enabling the Aerospace and Defense Industry Functionality for Suppliers [page 1111].

For buyers, you must:

- ensure that your system operates with cXML changes managed by version 1.2.063.
- update the new attributes for the Aerospace and Defense industry in your purchase order output in SAP ERP or SAP S/4HANA to ensure that they are transmitted as cXML attributes.

Business End User Tasks

- Updating the Aerospace and Defense Entitlement for Buyers [page 1110]
- Enabling the Aerospace and Defense Industry Functionality for Suppliers [page 1111]
- Configuring an Authorization Profile [page 1112]

Technical Details

Product	SAP Business Network
Line of Business	Security Software
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Authorization
Functional Localization	No Localization
Capability	Not Applicable

Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	REGAN-18218
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Updating the Aerospace and Defense Entitlement for Buyers

Use this procedure to update the aerospace and defense entitlement for buyers.

Prerequisites

You need to be a buyer administrator to perform this task.

Procedure

1. Open the SAP Business Network Administration module (also called the Admin app).
2. Navigate to the User Detail - Buyer Information page.
3. Go to the **Entitlement Information** section.
4. Enable the **Allow buyer to activate Supply Chain Collaboration features** entitlement and its option **Allow buyer to activate Industry Solutions**.
5. Click **Update Entitlement**.
6. The child options appear. Enable the **Aerospace And Defense** option.
7. Click **Update Entitlement**.

Related Information

How to update buyer entitlements

Enabling the Aerospace and Defense Industry Functionality for Suppliers

Use this procedure to enable the aerospace and defense industry functionality for suppliers.

Prerequisites

To perform this task, you need to be a buyer administrator with **Supplier Enablement Task Management** permission.

Procedure

1. Sign in to your SAP Business Network buyer account as an administrator.
2. Choose **Supplier Enablement** > **Active Relationships**.
3. Choose the suppliers for whom you want to enable the aerospace and defense industry functionality.
4. Choose the **Actions** menu at the bottom of the supplier table, then choose **Enable/Disable Supply Chain Collaboration**.
5. Check the following boxes:
   - **Collaborative supply chain**
   - **Aerospace and Defense fields**
6. Click **OK**.

Related Information

Enabling or Disabling SAP Business Network for Supply Chain for Suppliers

Configuring an Authorization Profile

Buyer administrators can create a profile that authorizes the assigned buyer to access only certain business areas.

Prerequisites

You are assigned the Administrator role.

Context

Authorization profiles for buyer users provide a way for buyer administrators to segregate duties, visibility, and actions based on buyer roles and responsibilities. This capability helps organizations meet legal, financial, or security needs to limit what information a particular buyer can access.

Procedure

1. Select **Administration** > **Users** > **Manage Authorization Profiles**.
2. Click **Create Profile**.
3. Enter a profile name, the authorized responsibilities, and the buyer users you want to assign these responsibilities.
    - Click **Order Collaboration** to specify the following values:
        - **Company Code**
        - **Location**
        - **Purchasing Organization**
        - **Purchasing Group**
        - **Planner Code**
        - **System ID**
        - **Vendor ID**
        - **Program**: This attribute is displayed only in the FedRAMP environment.
        - **Contract**: This attribute is displayed only in the FedRAMP environment.
        - **SIP**: This attribute is displayed only in the FedRAMP environment.
    - Click **Quality Collaboration** to specify the following values:
        - **Line of Business**
        - **Location**
        - **System ID**
    - Click **Planning Collaboration** to specify the following values:
        - **Planner Code**

- **Location**
- **Line of Business**
- **Product Family**
- **Program Code**

- Click **Additional Settings** to enable or disable **Do not allow users in this authorization profile to see or download other users' jobs in the Upload/Download section**.

> **Note**
>
> This setting also applies to job uploads.

4. Click **Save**.
   The profile is added to the table in the **Manage Authorization Profiles** section.

Results

Assignment of an authorization profile affects a buyer user's access to data in the following ways:

- Authorization profiles apply only to data displayed in the SAP Business Network user interface.
- Buyer users can see on the **Orders** > **Orders and Releases** page only data that matches the values in their assigned profile. Data that has a different value than is specified in the profile, or has no value, is not visible.
- Documents with no **Company code** value are visible only to buyer users whose assigned profile has no **Company code** values set.
- If a buyer user is assigned a profile that restricts access to data for which the buyer has configured alerts, alerts are no longer created for the restricted area.
- The **Upload/Download** and **Report** tabs do not show filters for segregated duties.
- A buyer user who is not assigned an authorization profile has no data visibility restrictions.
- If **Do not allow users in this authorization profile to see or download other users' jobs in the Upload/Download section** is enabled, the buyer user cannot see any jobs or downloads for other buyer users with the same authorizations.

Integration support for UN/CEFACT Cross-Industry Invoice (CII) format for German e-Invoices (XRechnung)

Business Details

This feature enables integrated suppliers to submit German invoices in UN/CEFACT Cross-Industry Invoice (CII) format, ensuring seamless processing and integration through the SAP Business Network via the SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network. CII is the cross-industry invoice format used for e-invoices to meet the regulatory and business requirements. Staring January 2025, suppliers must comply with the German e-invoice mandate. Once suppliers submit the invoices in CII format, it is automatically converted into the cXML format for further processing.

Suppliers can securely transmit invoices using HTTPS protocol, and any attachments included in the CII invoice (such as PDFs or XML files) are extracted and forwarded to SAP Business Network along with the transformed

cXML document. For traceability, the original CII payload is also included as an attachment in the cXML transmission. Acknowledgment of invoice submission is provided synchronously, ensuring timely confirmation for suppliers.

Implementation Details

The feature applies to SAP Integration Suite, managed gateway for spend management and SAP Business Network, Release 2502 and later.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Integration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SBNI-1258
Sub Process (Modular Business Process)	Not Applicable
Application Component	
Area	Not Applicable
Link to Demo	Not Applicable

Solution Capability	Not Applicable
User Type	Supplier

https://help.sap.com/docs/business-network-for-supply-chain/business-network-invoicing/x-rechnung-support-for-germany?version=2411

Trading Relationship Invite to Account Administrator and Vendor Contact

Business Details

This feature enables suppliers to send a direct trading relationship request invitation for matched approved accounts and the customer vendor contact in the same email.

If buyers provide an ANID, the vendor becomes eligible for a direct relationship. If the vendor has a match on SAP Business Network, the ANID of the matched vendor gets populated under the **ANID** column. Once the buyer clicks the three dots under the **Action** column and approves the ANID, a direct invitation is sent to the contact email mapped to that particular ANID and the vendor contact details provided by buyers when they upload or add a vendor.

Technical Details

Product	SAP Business Network
Line of Business	Commerce
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2505
Valid as Of	2025-05-16
Reference Number	NS-29116
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Supplier

SAP Business Network for Supply Chain

Allow Selection of Serial Numbers During Component Consumption

Business Details

This feature allows suppliers to select serial numbers from the ones available in the component inventory for the component during component consumption reporting. This feature prevents suppliers from selecting a serial number for the component which is not available in the component inventory.

Changes to the User Interface

Buyer User Interface Changes

The following new transaction rule is added to SAP Business Network that provides buyers the flexibility to enable suppliers to select the serial numbers from the components in the component inventory: **Require Serial number validation and allow suppliers to select the serial numbers from the components in the component inventory.**

This rule is available at the default transaction rule and the **Supplier** group level, when the user provides the serial numbers for the components while reporting component consumption in the **Ship Notice** or a component consumption report or to consumptions reported via upload of the component consumption Excel file.

> **Note**
>
> When the above transaction rule is enabled, a validation occurs during the reporting of component consumption in such a way that only the serial numbers available in component inventory are recorded. If other serial numbers are recorded, an error message is displayed. Once a serial number is recorded, it cannot be reused.

Supplier User Interface Changes

When the supplier is reporting component consumption, a new button, **Autofill serial numbers** is added, that returns all the serial numbers from the component inventory that match a component's part names, batch numbers and location and are pending to be recorded.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CSC-32328
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Feature IDs associated with this feature: *CSC-32328*, *CSC-35319*.

Key Figures for Unreceived Orders and Optional Matching for Certain Criteria

Business Details

This feature lets buyers display to their suppliers what firmed or replenishment order quantities aren't yet received.

This feature also enables buyers and suppliers to ignore the supplier part number or system ID for part matching. And, this feature can allow suppliers to populate certain key figures without having a planning record.

Changes to the User Interface

Buyer Administrator Interface Changes

This feature makes the following changes for key figures:

- On the **Planning** > **Settings** > **Assign suppliers** > **System default settings** page, this feature adds the setting **Match transaction quantities to transactional key figures** to the **Supplier Managed Inventory** and **Forecast** sections.
  - This setting has two subsettings:
    - **Ignore the Supplier Part no.** – Settings: **Yes** or **No**
    - **Ignore the System ID** – Settings: **Yes** or **No**
  - This setting supports the following transactional key figures:
    - **ASN received**
    - **Firmed orders**
    - **Goods received**
    - **Order received**
    - **Total shipment**
  - When a subsetting is set to **Yes**, purchase orders, ship notices, and goods receipts can include in transactional key figures any items that have no match for the field named by the subsetting. Items must still have a matching **Buyer Part ID** and **Plant ID** to be included.
- This feature adds the following transaction-based key figures:

Key Figure Display Name	Configuration ID	Type	Description
Open firmed order	OPEN_FIRMED_ORDER	Calculated	The total quantity that isn't received, per shipment item in a firmed order. When the setting **Match transaction quantities to transactional key figures** has subsetting **Ignore the Supplier Part no.** set to **Yes**, this key figure includes items that have no matching **Supplier Part no.** in related transaction documents. This key figure is available in the following planning collaboration views: • **Forecast** • **Supplier managed replenishment** (standard and **days-of-supply**) • **Supplier managed inventory** (standard and **days-of-supply**)
Open replenishment order	OPEN_REPL_ORDER	Calculated	The total quantity that isn't received, per shipment item in a replenishment order. This goods-receipt number is calculated by subtracting the **Order received** quantity from the **Published replenishment** quantity. When the setting **Match transaction quantities to transactional key figures** has subsetting **Ignore the Supplier Part no.** set to **Yes**, this key figure includes items that have no matching **Supplier Part no.** in related transaction documents. This key figure is available in the **Supplier managed replenishment** (standard and **days-of-supply**) view.

Supplier Changes to Functionality

With this feature, suppliers no longer need a planning record before they can populate key figures with transaction document data.

Implementation Details

General Prerequisites

- The buyer is enabled with the **Supply chain collaboration** and **Planning collaboration** entitlements.
- On the **Planning** > **Settings** > **Assign suppliers** > **System default settings** page, the **Match transaction quantities to transactional key figures** setting has the subsetting **Ignore the Supplier Part no.** set to **Yes**.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	Administration
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CSC-37983
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Allow to Upload Certificates When Using the Advance Ship Notice Upload File

Business Details

This feature enhances the adoption for the customer's internal processes when working with mass upload for ship notices and Quality certificates.

Changes to the User Interface

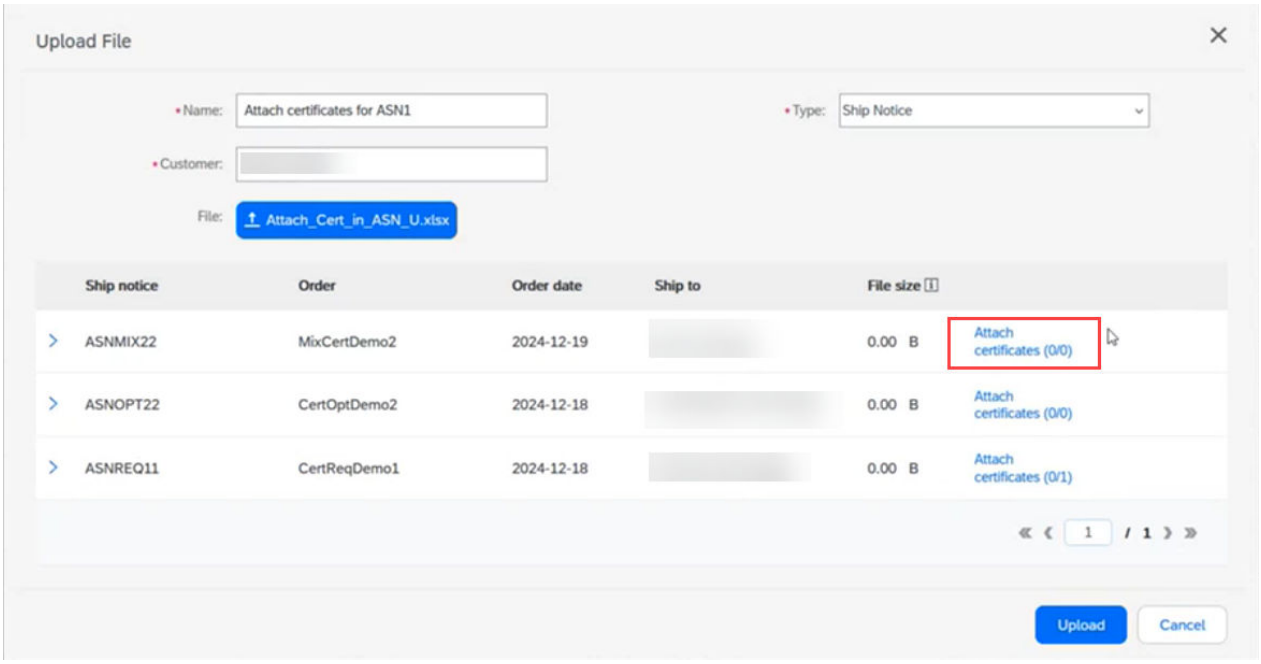
Customers can upload certificates when using the Advance Ship Notice (ASN) upload template.

- The following rule name is changed from:
  - **Require suppliers to provide a quality certificate on ship notice** to **Allow suppliers to provide a quality certificate on ship notice**
- The following new tool tip is added next to the rule:
  - Certificates are only specified as required by the cXML element **CertificateInfo** with the attribute **isRequired=yes** as part of the line item in the purchase order.
- In the **Supplier Group Transaction Rules** page, the following section is added along with the rule **Allow suppliers to provide a quality certificate on ship notice**:
  - **Order Confirmation, Ship Notice and Component Receipt Attachment Rules**

Customers can attach Quality certificates when using the upload/download process for ASNs. This will get enabled by the rule or if the line item in the purchase order (PO) has the certificate flag. The customer will see a new column with the **Attach certificates** button. The count (0/N) is based only in the required certificates, optional certificates are not considered in the count. Certificates will be displayed as **mandatory** in SAP Business Network, only if they were specified as required in the certificate flag in the line item in the purchase order by the cXML element **CertificateInfo** with the attribute **isRequired=yes**.

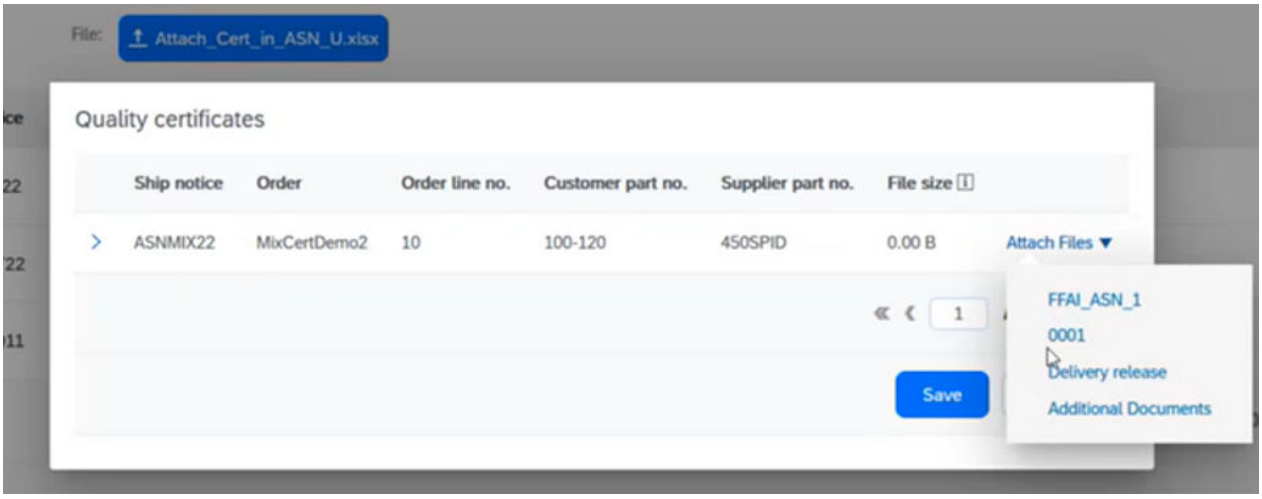
> **Note**
>
> Files in the Excel format can only be used to upload certificates.
>
> If the **Certificate** tag is not sent in the PO line-item and the **Allow suppliers to provide a quality certificate on ship notice** rule is enabled, you can optionally attach certificates.
>
> If the **Allow suppliers to provide a quality certificate on ship notice** is active, the application ensures that ship notices meet the purchase order (PO) line item certificate requirements. If deactivated, the application bypasses the certificate validation on ship notices, regardless of PO line item requirements.

Once the **Attach certificates** button is clicked, the **Quality certificates** pop up dialog is opened:



The following seven columns are introduced:

- **Ship notice**
- **Order**
- **Order line no.**
- **Customer part no.**
- **Supplier part no.**
- **File size**
- **Attach Files** can be used to attach the certificates



Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CSC-43876
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Related features: CSC-41430

Batch-Managed Material Validation in Advanced Ship Notice Creation

Business Details

This feature enables buyers to make the Supplier Batch ID mandatory during the ASN creation and enhances the validation for Production and Expiry dates for Batch-managed materials.

Changes to the User Interface

A new business rule and sub-rules are introduced for Buyers:

- Make the line item **Supplier Batch ID** mandatory if **RequiresBatch** indicator is present in the Order.
  - Require suppliers to enter production date
  - Require suppliers to enter expiry date

These new validations are applied to Ship Notices created in the portal, to Ship Notices created through the Excel mass upload and to integrated Ship Notices.

The following columns are added to the Ship Notice Report:

- **Production date**
- **Expiration date**
- **Country of Origin**

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Customer-managed
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable

Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CSC-43917
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Increase Customer-Defined Attributes to 60

Business Details

This feature increases the number of customer-defined attributes to 60 for buyers and suppliers to consume both in the user interface. The root and searchable attributes are limited to 10 each.

Changes to the User Interface

The buyer can set up additional attributes for planning collaboration processes to provide and receive additional information for planning records. The maximum custom attribute is allowed to be 60. If the user creates a 61st custom attribute, the maximum number of attributes (60 in this feature) is exceeded and an error message is displayed.

> ⓘ Note

The Excel upload/download feature will now support 30 additional columns for custom attributes, which may require the latest versions to be downloaded for compatibility.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain

Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CSC-45124
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer Supplier

Support for Supplier Search in Number Range Setup for SAP Business Network for Supply Chain

Business Details

When creating advanced ship notices and Handling Unit Number ranges, buyers can search for all suppliers or a specific supplier. This reduces buyers' time to add one or many suppliers to their advanced ship notices. For example, when searching for “ABCSupplier”, the search results display all vendors containing the “ABCSupplier” name. Searching for ANIDs and partial names is also supported for this feature.

Changes to the User Interface

Previously, buyers could not search for their suppliers during the handling units number range setup, making any changes a time-consuming process.

Now, buyers can easily search for suppliers and ANID and reduce the time needed to search for their suppliers during the handling units number range setup.

Technical Details

Product	SAP Business Network for Supply Chain
Line of Business	Supply Chain
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No Localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	CSC-46344
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

SAP Integration Suite, Managed Gateway for Spend Management and SAP Business Network

APIs

ETendering Notice Management API

Business Details

This feature introduces version 1.0 (v1.0) of the ETendering Notice Management API, which enables buyers to publish public procurement notices to an external portal through a third party service provider.

The ETendering Notice Management API includes the following endpoints:

`GET /etendering/v1/publicprocurement/notices/pages/{pageNumber}`	Retrieves the list of notices which are in PendingPublish State.
`GET /etendering/v1/publicprocurement/notices/{noticeId}`	Retrieves notice details of the specified notice ID. The notice details are in XML format and Base64 encoded.
`POST /etendering/v1/publicprocurement/notices/{noticeId}/status`	Updates the portal submission status of the specified notice ID in SAP Ariba Sourcing.

Implementation Details

General Prerequisites

- The feature ET-9: Support for Publishing Public Procurement Notices on the Tenders Electronic Daily (TED) Portal must be enabled for your site.
- The field **Publish Through API** must be set to Yes in the sourcing template used by the public sector event.
- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.

Business End User Tasks

- Retrieving Details of Notices That can be Posted on the External Procurement Portal [page 1130]
- Retrieving Specific Notice Details to Post on the External Procurement Portal [page 1132]
- Updating Notice Submission Status to SAP Ariba Sourcing [page 1133]
- Error Messages Returned by the ETendering Notice Management API [page 1136]

Technical Details

Product	SAP Ariba APIs SAP Ariba Developer Portal SAP Ariba Strategic Sourcing Suite
Line of Business	Sourcing and Procurement
Action	Information
Type	New
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	ET-4675
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Retrieving Details of Notices That can be Posted on the External Procurement Portal

You can use the ETendering Notice Management API to get the list of notices that can be posted on the public procurement portal.

Prerequisites

- The feature ET-9: Support for Publishing Public Procurement Notices on the Tenders Electronic Daily (TED) Portal must be enabled for your site.
- The feature **ETendering Notice Management API** must be enabled for your site.
- The field **Publish Through API** must be set to Yes in the sourcing template used by the public sector event.
- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.

Context

You can use the `GET /etendering/v1/publicprocurement/notices/pages/{pageNumber}` endpoint to get the list of notices. On successful execution, the endpoint returns the following details for each notice in PendingPublish state:

- Project ID
- Event ID
- Notice ID
- Portal Name
- Portal Version
- Notice Type

> **Note**
>
> In the sample URLs in this topic, replace `{{runtime_url}}` with the desired runtime URL from the **Environment Details** table on the SAP Ariba Developer Portal discovery page for this API.

Procedure

To get the list of notices that you can submit to the procurement portal, use the `GET /etendering/v1/publicprocurement/notices/pages/`*`pageNumber`* endpoint as follows:

```
GET {{runtime_url}}/etendering/v1/publicprocurement/notices/pages/pageNumber?
user=username&passwordAdapter=PasswordAdapterName&realm=realm
```

Where

`username` is the name of the user whose credentials are used to authenticate the API request.

`passwordadapter` is the password adapter used to authenticate the user specified in `user`.

`realm` is the name of your site.

`pageNumber` is a path parameter. It is the page number from which notice details have to be retrieved.

You can specify maxPageSize in the HTTP request header using the following syntax:

prefer: maxPageSize=nn

Where:

nn is the maximum number of notices for which objects are returned in each page of the response. The default and maximum value for nn is 50.

The endpoint returns details of notices that are in PendingPublish state.

```
{
    "notices: [
        ...,
        {
            "projectId": "WS14093",
            "eventId": "Doc14096",
            "noticeId": "Doc14097",
            "portalName": "TED_EForms",
            "portalVersion": "1.9",
          "noticeType": "CN_GENERAL_DIRECTIVE",
        }
        ...
    ]
}
```

To troubleshoot your queries to the ETendering Notice Management API, refer to Error Messages Returned by the ETendering Notice Management API [page 1136] .

Retrieving Specific Notice Details to Post on the External Procurement Portal

After getting the details of all notices that can be posted on the external procurement portal, you can get notice details of each notice by specifying the notice ID.

Prerequisites

- The feature ET-9: Support for Publishing Public Procurement Notices on the Tenders Electronic Daily (TED) Portal must be enabled for your site.
- The feature **ETendering Notice Management API** must be enabled for your site.
- The field **Publish Through API** must be set to Yes in the sourcing template used by the public sector event.
- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.

Context

You can use the `GET /etendering/v1/publicprocurement/notices/{noticeId}` endpoint to get the details of the specified notice. On successful execution, the endpoint returns the following details:

- Project ID
- Event ID
- Notice ID
- Portal Name
- Portal Version
- Notice Type
- XML Data

> **Note**
>
> In the sample URLs in this topic, replace `{{runtime_url}}` with the desired runtime URL from the **Environment Details** table on the SAP Ariba Developer Portal discovery page for this API.

Procedure

To get the list of notices that you can submit to the procurement portal, use the `GET /etendering/v1/publicprocurement/notices/noticeId` endpoint as follows:

```
GET {{runtime_url}}/etendering/v1/publicprocurement/notices/noticeId?
user=username&passwordAdapter=PasswordAdapterName&realm=realm
```

Where

username is the name of the user whose credentials are used to authenticate the API request.

passwordadapter is the password adapter used to authenticate the user specified in `user`.

realm is the name of your site.

noticeId is the ID of the notice whose details are to be fetched.

The endpoint returns the notice details in encoded XML format.

```
{
    "notices: [
        ...,
        {
            "projectId": "Doc5339181",
            "eventId": "Doc123",
            "noticeId": "Doc5339180",
            "portalName": "TED",
            "portalVersion": "1.9",
          "noticeType": "CORRIGENDUM",
          "XML Data": ".........."

        },
        ...
    ]
}
```

To troubleshoot your queries to the ETendering Notice Management API, refer to Error Messages Returned by the ETendering Notice Management API [page 1136] .

Updating Notice Submission Status to SAP Ariba Sourcing

Customers submit notices to the public procurement portal through a third party service provider and update the submission status in SAP Ariba Sourcing.

Prerequisites

- The feature ET-9: Support for Publishing Public Procurement Notices on the Tenders Electronic Daily (TED) Portal must be enabled for your site.
- The feature **ETendering Notice Management API** must be enabled for your site.
- The field **Publish Through API** must be set to Yes in the sourcing template used by the public sector event.

- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.

Context

You can use the `POST /etendering/v1/publicprocurement/notices/{noticeId}/state` endpoint to update the status after submitting the notice to the external portal. Depending on the submission status, the following mandatory request fields are returned:

If the status is	Response Includes
Submitted	• Status • Submission Date • Submission ID
Failed	• Status • Submission Date • Submission ID • Error Message
Published	• Status • Portal Notice ID • Submission Date • Submission ID • Publication Date • ojsID • no_doc_ojs

You can post the POST endpoint with the Submitted status multiple times before posting with the Failed or Published statuses. However, after you post with either Published or Failed status, you cannot post the Submitted status again. Submission date is updated based on the last call.

> **Note**
>
> In the sample URLs in this topic, replace `{{runtime_url}}` with the desired runtime URL from the **Environment Details** table on the SAP Ariba Developer Portal discovery page for this API.

Procedure

To update the status of the notice that you've submitted to the procurement portal, use the `POST /etendering/v1/publicprocurement/notices/{noticeId}/state` endpoint as follows:

```
POST {{runtime_url}}/etendering/v1/publicprocurement/notices/noticeId/state?
user=username&passwordAdapter=PasswordAdapterName&realm=realm
```

Where

`username` is the name of the user whose credentials are used to authenticate the API request.

`passwordadapter` is the password adapter used to authenticate the user specified in `user`.

`realm` is the name of your site.

`noticeId` is the ID of the notice whose status you want to send to SAP Ariba.

The following are the request payloads:

```
{
  "status": "PUBLISHED",
  "portalNoticeID": {
    "en": "https://www-tpp.find-tender.service.gov.uk/Notice/000057-2024!",
     "fr": "https://www-tpp.find-tender.service.gov.uk/Notice/000057-2024!"
  },
  "publicationDate": 1720097048,
  "submissionDate": 1720097048,
  "submissionId": "12345",
  "ojsID": "GazetteIssueId",
  "no_doc_ojs": "publication_id"
}
```

```
{
  "status": "FAILED",
  "submissionDate": 1720097048,
   "submissionId": "12345",
   "errorMessage": [
       "Validation Error",
       "Rejected By Portal"
  ]
}
```

```
{
  "status": "SUBMITTED",
  "submissionDate": 1720097048,
   "submissionId": "12345",
}
```

To troubleshoot your queries to the ETendering Notice Management API, refer to Error Messages Returned by the ETendering Notice Management API [page 1136] .

Error Messages Returned by the ETendering Notice Management API

Use this information to troubleshoot your queries to the ETendering Notice Management API.

HTTP Response Codes

HTTP Response Code	HTTP Message	Additional Information
400	`Bad request. One or more parameters you sent in the request are incorrect.`	Double-check the spelling of your request parameter, then resubmit.
401	`Unauthorized request. Verify that the OAuth token is not expired and is valid for this API.`	Your OAuth token is invalid or missing. Double-check the OAuth token, then resubmit.
403	`Forbidden`	Your query attempts to access a resource for which it does not have permission.
404	`Notice ID not found`	Your query requests notice ID that is not in the system.
500	`Internal error while getting List of Notices in Submitted state`	This indicates a system error, such as memory or network issues. Try again after some time or contact SAP Ariba Support.
500	`Internal error getting Notice details by Notice by ID.`	This indicates a system error, such as memory or network issues. Try again after some time or contact SAP Ariba Support.

Response Body Errors

An `error` object in a response body may contain the following `errorCode` and `message` values.

`errorCode`	`message`	Additional Information
10001	`The user parameter is missing`	The user parameter is missing in the request.
10051	`Notice ID not found`	Check the notice ID.

errorCode	message	Additional Information
10055	User isn't authorized to perform this request	Invalid token or wrong credentials such as username, realm, and passwordadapter.
50082	Internal error while getting List of Notices in Submitted state.	Check whether there are notices in the Submitted state.
50082	Internal error getting Notice details by Notice ID.	Check the notice ID.

Perform Validation on the Data Being Submitted for Event Publish with the Event Management API

Business Details

This feature enables users to perform a validation on the data being submitted for event publish by using the Event Management API

A new endpoint, `POST /events/{eventId}/state`, is introduced in the Event Management API that enables you to perform a validation on the data being submitted for event publish.

Implementation Details

General Prerequisites

- To create an application and request access to use the SAP Ariba APIs relevant to this feature, you must have access to the SAP Ariba Developer Portal. For details refer to Steps to Start Using the SAP Ariba APIs in Help for the SAP Ariba Developer Portal.
- All queries made to this API must be authenticated using OAuth authentication. For details refer to SAP Ariba Developer Portal Authentication in Help for the SAP Ariba Developer Portal.

Business End User Tasks

- Performing a Validation on the Data Being Submitted for Event Publish with the Event Management API

Technical Details

Product	SAP Ariba Strategic Sourcing Suite SAP Ariba Sourcing SAP Ariba APIs SAP Ariba Developer Portal
Line of Business	Sourcing and Procurement
Action	Information
Type	Changed
Lifecycle Phase	General Availability
Enablement	Automatically On
Category	App
Functional Localization	No localization
Capability	Not Applicable
Component	Not Applicable
Environment	Not Applicable
Version	SAP Ariba 2502
Valid as Of	2025-02-14
Reference Number	SS-51793
Sub Process (Modular Business Process)	Not Applicable
Application Component	Not Applicable
Area	Not Applicable
Link to Demo	Not Applicable
Solution Capability	Not Applicable
User Type	Buyer

Error Messages Returned by the Event Management API

Use this information to troubleshoot your queries to the Event Management API.

Response Body Errors for `statusMessage`

A `statusMessage` in a response body may contain the following `errorCode` and `message` values.

errorCode	message	Additional Information
21008	The state specified in the request body is incorrect.	Double-check the spelling in the request body, then resubmit. Valid value: `publishing`
21009	The operation specified in the request body is incorrect.	Specify a valid value, such as `validate` and then resubmit.
10051	Event not found.	Could not find event with provided eventId
10053	User isn't authorized to view the event.	User has no permission to view event
10055	User isn't authorized to perform this request.	User has no permission to use this endpoint
21000	This event has still not been validated.	The event was not validated yet, probably an issue that comes before validation processing
21001	Validations passed. The event can be published.	Performed publishing event validation successfuly. Event can be published.
21002	Invalid parameters. One or more parameters you sent in the request are incorrect.	Request body is incorrect
21003	Unauthorized request. Verify that the OAuth token is not expired and is valid for this API.	Unauthorized, token expired.

errorCode	message	Additional Information
21004	Validation failed for publishing the event. Please refer to errors.	Publishing event validation failed, plese refer to errors object for detail
21005	Internal error while validating event.	Internal error when performing event validation
21006	Status code returned from request is null!	Internal request error

Important Disclaimers and Legal Information

Hyperlinks

Some links are classified by an icon and/or a mouseover text. These links provide additional information.
About the icons:

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