



SAP Business Network Training

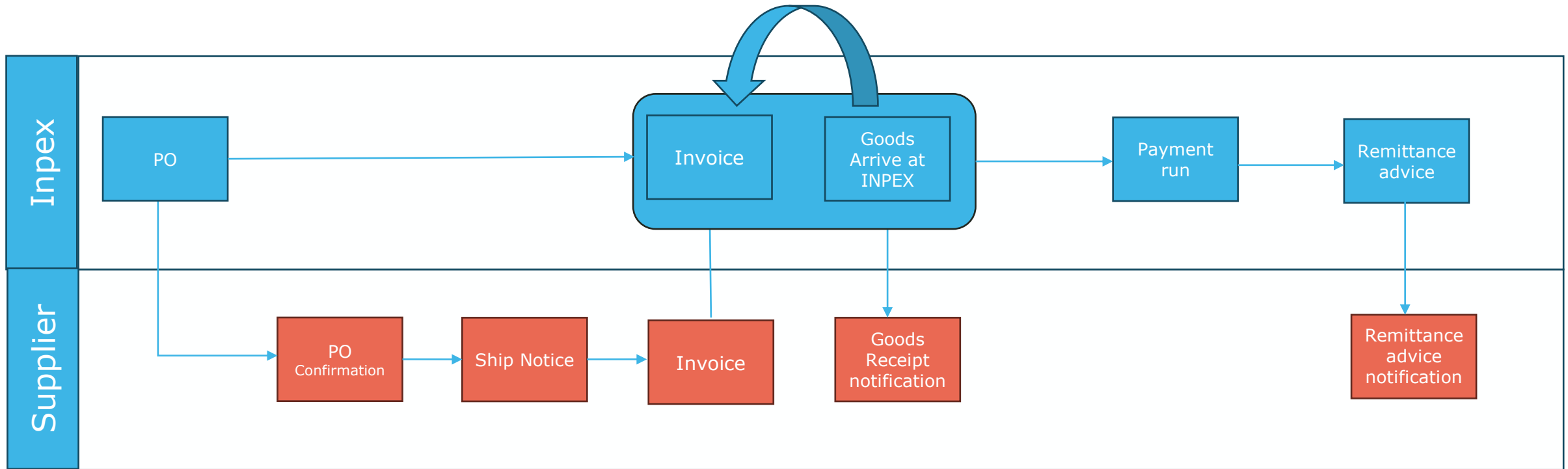
(Wave 7)

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Date: 26/03/2024

- Navigating through the Business Network Supplier Portal
- Material Procurement Process
- Services Procurement Process
- “Remit To” address Configuration
- Maintaining ABN/VAT ID into the Company Profile
- Q&A



Demo of a material purchase

Type of Ordre Confirmation - User has 3 options:

- Confirm Entire Order
- Update Line items
- Reject Entire Order

User must validate and confirm the following:

- Terms and Conditions / Shipping instructions /Order Confirmation requirements / Additional Comments
- Qty
- Price
- Vendor Part Number (VPN) is valid and correct!
- Delivery date can be met

Partial delivery qty by exception only!



Data requirement for Ship Notice (ASN)

Header level data

- Packing Slip ID
- Carrier Name – DBS/ Tracking Data/ Shipping Method
- Shipping/Delivery Dates
- Operating Hours / Contact details / Contact email / DG notification / DG details
- Delivery Terms
- Shipping payment Method.

➤ Transportation terms :

Transport Terms	Equipment Identification Code	Gross Volume	Unit	Gross Weight	Unit	Sealing Party Code	Seal ID
Other <input type="text" value="FCA"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Line level data:

- Qty /UoM validation



Data requirements for Materials Invoices

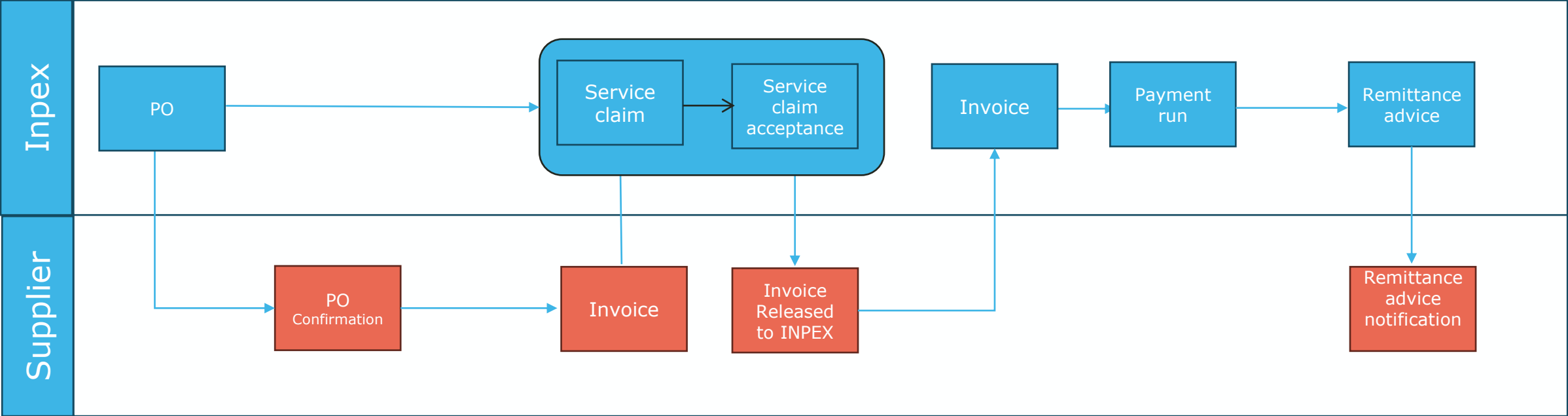
Header level data

- Invoice number
- Invoice date
- Supplier Tax ID
- **Remit-To data. (This is Critical as this contains the bank account # for verification)**
- **Supplier VAT ID (Please enter your Company ABN here!)**

It is highly recommended to attach a copy of the invoice when submitting the invoice through the Business Network

Line Level data:

- User can exclude lines
- User can update qty
- User not able to update price!



Demo of a Service purchase



Data requirements for Service Invoices

Header level data

- Invoice number
- Invoice date
- Supplier Tax ID
- **Remit-To data. (This is Critical as this contains the bank account # for verification)**
- **Supplier VAT ID (Please enter your Company ABN here!)**
- **Start and End dates of service period**
- **Attachment mandatory for all services**

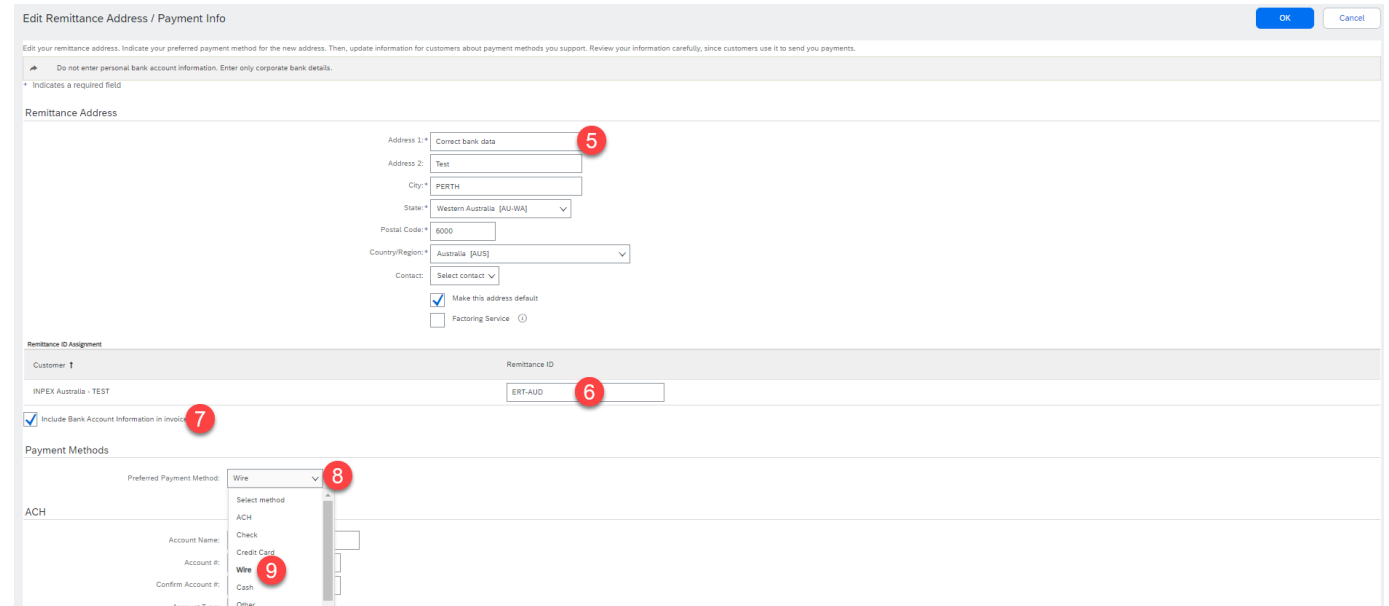
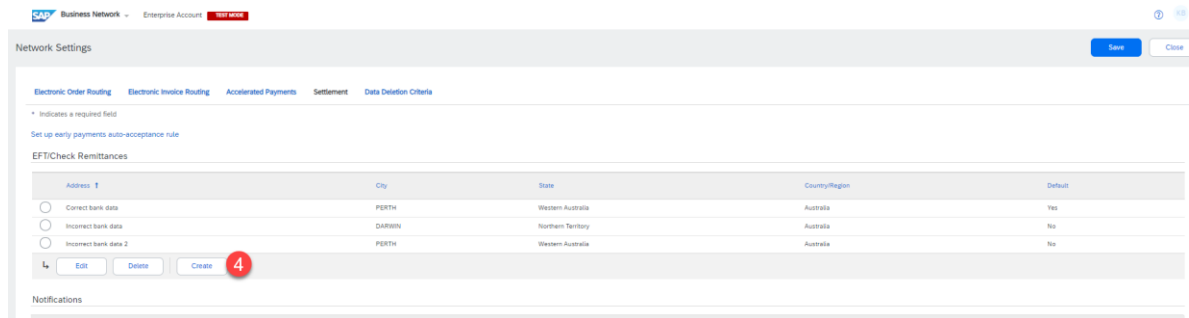
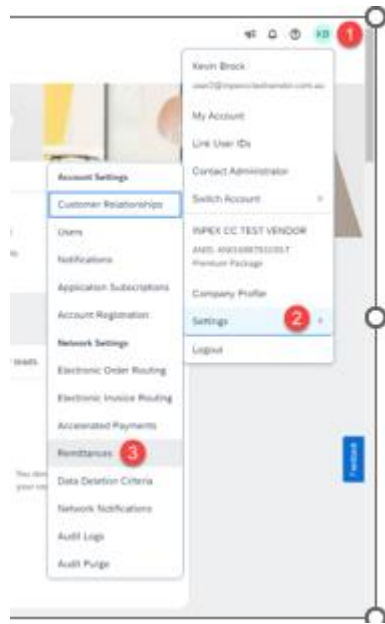
Note: Service claim cannot span across PO/PO lines. The process is one claim per PO line!

Ship Notice not possible for a service PO

Line Level data:

- User to specify claim details

<input type="checkbox"/>	No.	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal		
<input type="checkbox"/>	10	<input type="checkbox"/>			Service claim PO lien 10							Add/Update ▼
<input type="checkbox"/>	1	<input checked="" type="checkbox"/>	SERVICE							\$0.00 USD		



Link to documentation:
<https://support.ariba.com/item/view/197776>

Australian Business Number (ABN) data requirement

Kevin Brock
user2@inpeccctestvendor.com.au

- My Account
- Link User IDs
- Contact Administrator
- Switch Account >
- INPEX CC TEST VENDOR
ANID: AN01688781039-T
Premium Package
- Company Profile** 2
- Settings >
- Logout

Company Profile

INPEX CC TEST VENDOR
ANID: AN01688781039-T • DUNS: -

Employees: - Founded: 1978 Company Aliases: -
Business Type: - Revenue: - Address: Western Australia, Australia
Supplier Legal Form: - Stock Symbol: - View Details

Product and Service Categories **Ship-to or Service Location** **Industries Served**
• Oilfield grid mapping services • Perth - Western Australia Select the Industries you serve here.

Credentials
Certifications

Click the pencil icon to add the certificate to showcase your business traits and strengths.

Additional Information

Additional Addresses Business Contacts Certifications (1) Additional Documents

* Indicates a required field

Commercial Register Court:

Financial Information

Penalty Information:
Supplier Company Capital:
Discount Information:
Global Location Number:

Tax Information

Tax Classification: (no value)
Taxation Type: (no value)
ABN Number: 38009127815 4
State Tax ID: Do not enter dashes
Regional Tax ID: 38009127815 Do not enter dashes
VAT ID: 38009127815 5
 VAT Registered
Supplier GST Registration Number: 38009127815
VAT Registration Document: <No document> Upload
 Tax Clearance
Tax Clearance Number:
Tax Clearance Document: <No document> Upload
Tax Clearance Expiry Date:

Shareholders

