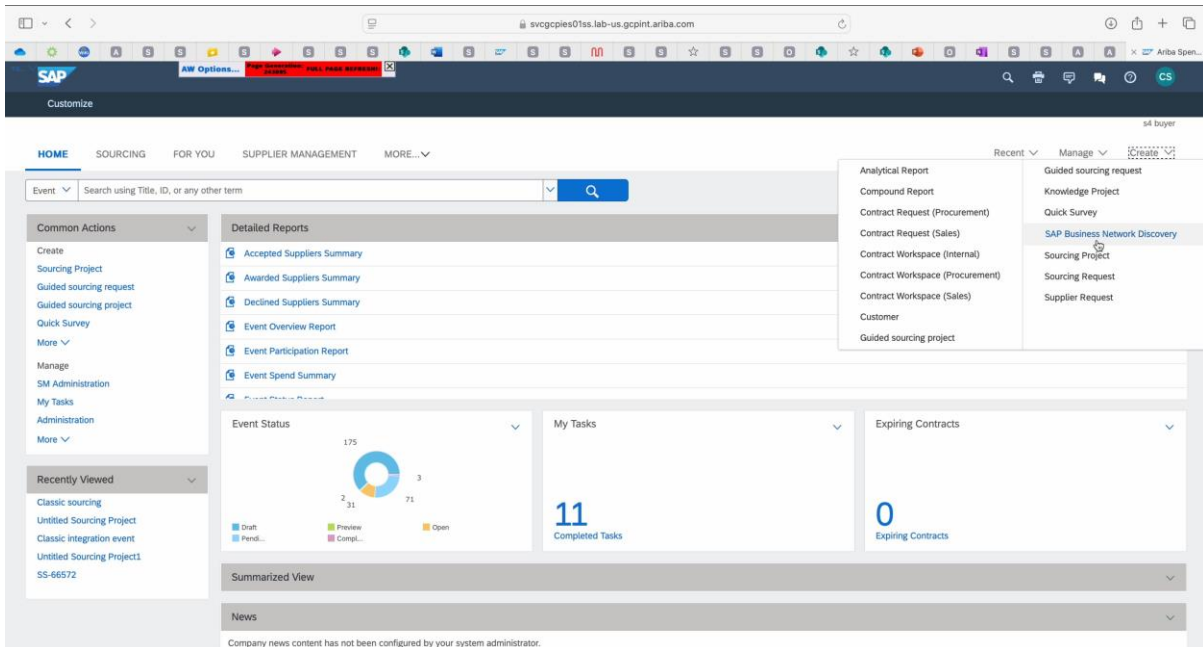


Case: - Classic Sourcing-Discovery Integration [Private Sector]

1. You have already logged into sourcing. On the sourcing dashboard, choose **Create>Sourcing Project**.



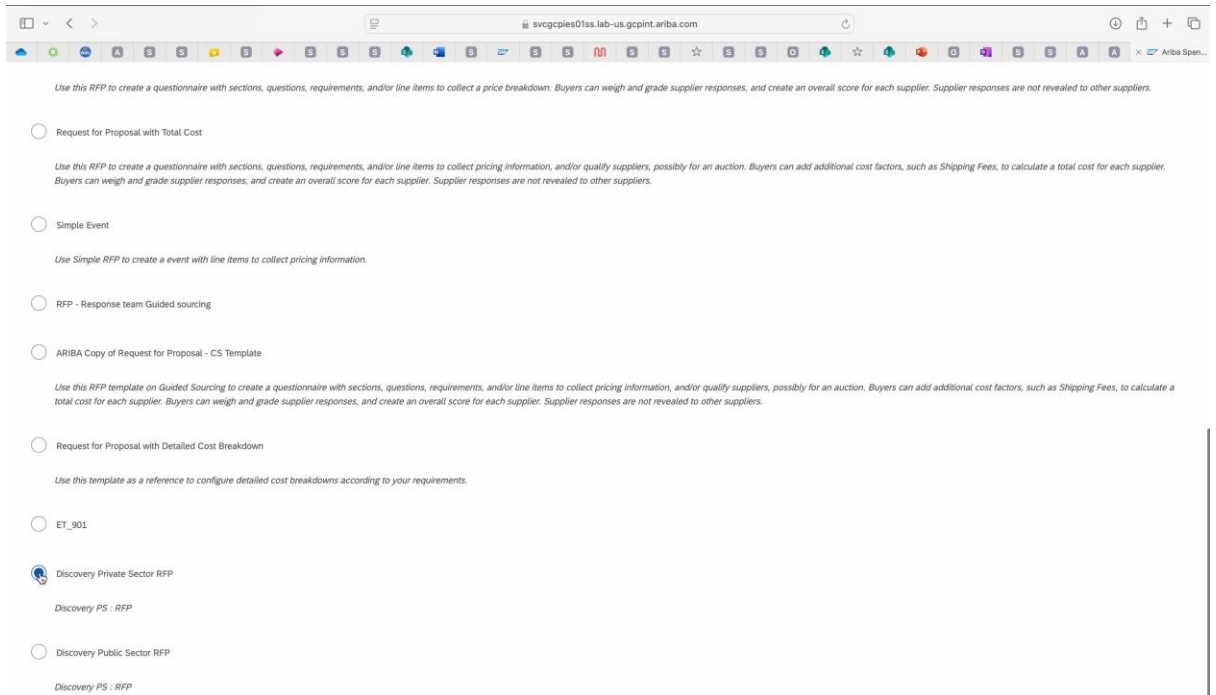
2. Enter a unique name. Select **NO** under Test Project and **RFP** as Event Type.

The screenshot shows the 'Create Sourcing Project' form. The form includes the following fields and options:

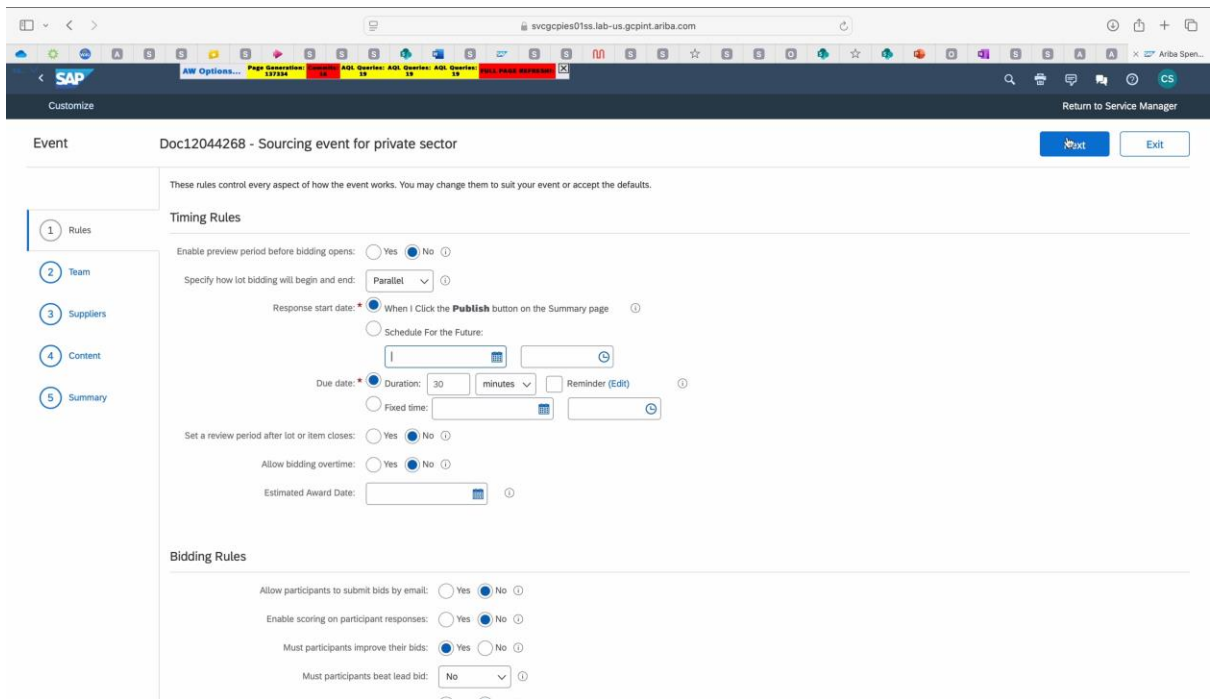
- Name:** Sourcing event for private sector
- Description:** (empty text area)
- Copy from Project:** (no value)
- Project:** Full Project Quick Project
- Event Type:** RFP
- Test Project:** Yes No
- Smart Import from Excel:** Yes No
- Origin:** Ariba Sourcing
- Suppliers:** (no value)
- Baseline Spend:** (empty) USD
- Target Savings %:** (empty)
- Predecessor Project:** (no value)
- FMD GS:** (no value)
- FMD GS Multi:** (no value) [select]
- Owner:** Customer Support Admin
- Currency:** US Dollar
- Commodity:** (no value)
- Contract Months:** (empty)
- Contract Effective Date:** (calendar icon)

Buttons for 'Create' and 'Cancel' are located at the top right of the form.

3. Select any private template and choose **Create**.



4. Select the rules and choose **Next** twice.



5. Choose Create SAP Business Network Discovery Posting.

The screenshot shows the SAP Business Network interface for event Doc12044268. The left sidebar contains navigation options: Rules, Team, Suppliers, Content, and Summary. The main area displays 'Invited Participants' with a table that is currently empty (No Items). Below the table, three buttons are visible: 'Invite Participants', 'Excel Import', and 'Create SAP Business Network Discovery Posting', which is highlighted. The top navigation bar includes 'Prev', 'Next', and 'Exit' buttons.

6. Enter the Commodity territory, Posting Title and Posting Description. Proceed to the next step.

The screenshot shows the 'Create an SAP Business Network Discovery Posting' form. The left sidebar has 'Suppliers' selected. The main area is titled 'Create posting' and has a progress bar with four steps: 1. General Info (active), 2. Financial and logistical details, 3. Optional preferences, and 4. Review. The 'General Info' section includes a 'Let's get started' message and a graphic of a globe with a flag. The form fields are: 'Commodities' (with a dropdown arrow), 'Regions' (with a dropdown arrow), a checkbox for 'Prefer suppliers physically present in the selected location', 'Posting title' (with the value 'Sourcing event for private sector'), and 'Posting description' (with a rich text editor toolbar showing Bold, Italic, Underline, and Link icons).

7. Enter all mandatory details and proceed to the next step.

The screenshot shows the 'Create posting' form in SAP Business Network. The browser address bar shows 'svcgcpies01ss.lab-us.gcpiint.ariba.com'. The left sidebar has three items: 'Suppliers', 'Content', and 'Summary'. The main header is 'Create an SAP Business Network Discovery Posting'. Below it, the 'Create posting' title is followed by a progress bar with four steps: 1. General Info, 2. Financial and logistical details (highlighted), 3. Optional preferences, and 4. Review.

The main content area is titled 'What is your budget and time frame?' and includes a sub-header: 'Give suppliers enough time to respond to your posting. We recommend that you keep postings open for at least 10 days.' There is a small icon of a smartphone with a calendar.

The form fields are as follows:

- Opportunity amount:** Radio buttons for 'Custom range' (selected) and 'Exact amount'. Below are 'From value' and 'To value' input fields, and a 'USD' dropdown menu.
- Contract length:** A text input field with the placeholder 'Enter the contract length selected in the event' and a 'months' unit selector.
- Response deadline:** A text input field with the placeholder 'Enter the response deadline (mm/dd/yyyy hh:mm)', a calendar icon, and an information icon.
- Award date:** A text input field with the placeholder 'Enter the award date and time selected (mm/dd/yyyy hh:mm)', a calendar icon, and an information icon.

8. Proceed to the next step and choose Publish.

The screenshot shows the 'Optional preferences' section of the SAP Business Network form. The browser address bar is the same as in the previous screenshot. The main content area displays the following information:

- Opportunity amount:** Custom range
- Minimum amount:** 1
- Maximum amount:** 11
- Response deadline:** 2025-02-18T00:00:00
- Award date:** (empty field) with an 'Edit' link.

3. Optional preferences

- Humanitarian aid:** No option selected
- Hide my company name:** No
- Show my contact name:** No
- Publish to third-party sites:** No with an 'Edit' link.

At the bottom right of the form, there are three buttons: 'Publish' (highlighted), 'Save draft', and 'Cancel'. Below the form, there are three buttons: 'Prev', 'Next' (highlighted), and 'Exit'.

9. Choose **Next** on the event and add **Line Item**.

The screenshot shows the SAP S/4HANA Procurement Sourcing Event configuration interface. The browser address bar shows `svcgcpies01ss.lab-us.gcprint.ariba.com`. The page title is "Event Doc12044268 - Sourcing event for private sector". On the left, a navigation menu includes "Rules", "Team", "Suppliers", "Content", and "Summary". The "Content" tab is active, showing a table for "All Content" with a "Name" column and "No Items" rows. Above the table are buttons for "Add", "Excel Import", "Smart import from Excel", and "Full Event Import". The "Add" dropdown menu is open, listing options: "Section", "Table Section", "Lot", "Line Item", "Question", "Requirement", "Attachments From Desktop", "Attachments From Library", "Cost Terms", and "Content From Library". The "Line Item" option is highlighted. At the top right, there are "Prev", "Next", and "Exit" buttons. A note at the bottom right states "(*) indicates a required field".

10. Add the mandatory fields and select **Done**.

The screenshot shows the "Add Item" configuration page in SAP S/4HANA Procurement Sourcing. The browser address bar shows `svcgcpies01ss.lab-us.gcprint.ariba.com`. The page title is "Add Item". At the top right, there are "Done", "Cancel", and "Add" buttons. Below the title, there is a note: "View information about the lot or item, terms, bidding rules, and the invited participants. When fields are editable, you can add and edit the information." The main form is titled "1 - Untitled" and contains the following fields:

- Name: * test
- Description: A rich text editor with a toolbar.
- Commodity: (none)
- Visible to Participant: Yes
- Team Access Control: (No additional restrictions)
- Response required for this item or lot: Yes No Apply to all items and lots
- Unit or Extended Bidding: Participants bid per unit (unit bidding) Participants bid on all units (extended bidding)

At the bottom, there is an "Item Terms" section with a table header showing "Term", "Ceiling/Initial", "Historic", and "Reserve".

11. Choose the Suppliers tab and invite participants.

Event: Doc12044268 - Sourcing event for private sector

Invited Participants

Organization Name	Contact Name	Incumbent	Response Team	Registration Status	Qualification Status	Submit Initial Bid
No items						

Buttons: Invite Participants, Excel Import

12. Publish the event.

Event: Doc12044268 - Sourcing event for private sector

Overview

Review and revise your event. Your edits have been already saved. When you finish, you can launch the event or leave it as a draft for future edits.

Buttons: SAP Ariba Review, Actions

Contract Months: [blank]
Contract Effective Date: [blank]
Baseline Spend: [blank]
Target Savings %: [blank]
Creation Date: 02/10/2025
Last Modified: 02/10/2025
Access Control: (No restrictions - Accessible to all users)
Origin: Ariba Sourcing

Team Members

Group	Members
Project Owner	Customer Support Admin

Timing Rules

13. Monitor this event and choose Discovery Suppliers.

Doc12044268 - Sourcing event for private sector Time remaining in open bidding: 29 days 23:59:51

SAP Ariba Sourcing has a new user interface. [Click here to see a video that highlights the changes to the interface.](#)

Navigation: Overview | **Bid Console** | Content | Suppliers | **Discovery Suppliers** | Team | Report | Messages | Log | Scenario | Award Actions

Bid Console

Name: 1 test Lead Bid: Lead Bidder

View: All Participants | Term: Price | Period: All

Price - test: No data to display.

Participant	Price 1	Submission Time
Kohli and Co.	Invited	
Kohli and Co.	Invited	
Moni 9	Invited	
nidhi org	Invited	
VandanaTest	Invited	
nidhi org	Invited	
Automation Test Inc gxB5BLw	Invited	
DiscoverySupplier_20231127_100834_806	Invited	

Doc12044268 - Sourcing event for private sector Time remaining in open bidding: 29 days 23:59:40

SAP Ariba Sourcing has a new user interface. [Click here to see a video that highlights the changes to the interface.](#)

Navigation: Overview | Bid Console | Content | Suppliers | **Discovery Suppliers** | Team | Report | Messages | Log | Scenario | Award Actions

Find new suppliers

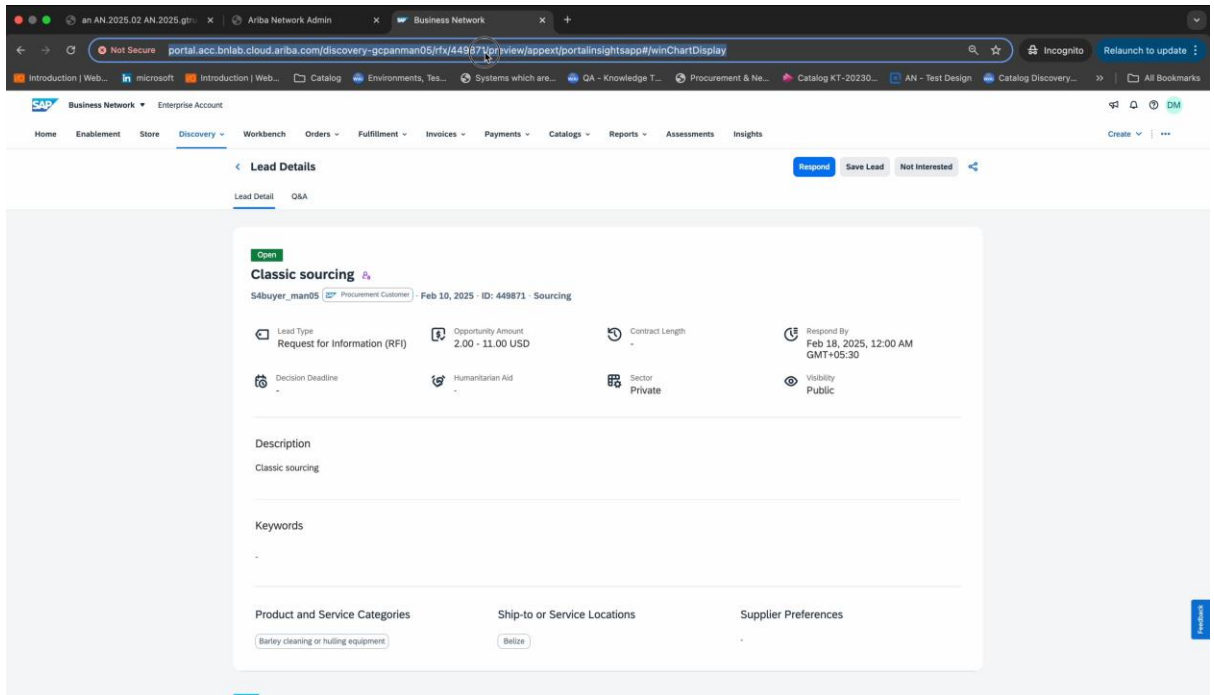
SAP Business Network Discovery

Views: 0 | Supplier Responses: 0 | Preview link: <https://svc.gcpint.us.gcpint.ariba.com/Discovery.aw/ad/viewRFx?id=449873>

Posting Response (0) Search [] Edit posting []

Supplier Name	Supplier ID	Contact	Address	Responses	Status

14. Login as a supplier in the network and respond to this discovery posting in the event.



15. Refresh the sourcing event and view the supplier response [select the checkbox and import/invite]

