



SAP Ariba 

Feature at a Glance

Allow additional supplier contact emails for order routing

Dan Schunk, SAP Ariba
Target GA: August, 2018

CONFIDENTIAL

 **Run Simple**

Feature at a Glance

Introducing: Allow additional supplier contact emails for order routing

Ease of implementation

Low touch / simple

Geographic relevance

Global

Customer challenge

Many Buyers want to use their (Buyer Provided) Direct Sales contact details to route PO emails, even for public suppliers. However, currently in AN, once the supplier registers and their account becomes public, we respect the supplier location email and ignore the email address sent by the buyers

Solution area

- SAP Ariba Buying, with the guided buying capability
- SAP Ariba Buying and Invoicing, with the guided buying capability
- Ariba Network

Meet that challenge with SAP Ariba

This feature enables requesters to provide an additional supplier direct sales contact to send the PO email to, apart from the designated supplier contact, when creating a requisition for both public as well as private suppliers, for email, electronic as well as manual orders.

The existing capability to 'Resend PO' has been extended to the requester of the PO, as well as to suppliers with 'Preferred ordering method' as 'Online'. The PO email will now also be resent to the designated supplier contact, apart from any additional supplier direct sales contact specified.

Implementation information

This feature is "on" by default in Ariba Network, but it is "off" by default in Ariba Buying and needs to be enabled.

To enable this feature have your Designated Support Contact log a service request. SAP Ariba configures the following in Ariba Buying to enable this feature on your site:

Application.Procure.AllowBuyerProvidedSupplierContactsForOrderRouting parameter.

Experience key benefits

Requesters can send a copy of the PO email to the supplier direct sales contact they have been interacting with (in addition to the designated Supplier contact) for both public as well as private suppliers, for email, electronic as well as manual orders.

Prerequisites and Limitations

- To be able to use this feature, each supplier location defined for your site must be configured to accept orders using one of these preferred ordering methods: Fax, Email, Print, or Online.
- For supplier locations configured for manual ordering, configure the approval flow for requisitions to include a member of the **Procurement Agent** group to ensure that they review the additional supplier contact email addresses on submitted requisitions.

Feature at a Glance

Introducing: Allow additional supplier contact emails for order routing

Line Items

1 Item Total Hide Details

No.	Type	Description	Item Category	Qty	Unit	Price	Discount	Net Amount	Charges	Taxes	Amount
1		Retaining Ring - 19.62 Idret	Material	1	each	\$557.00	USD	USD \$557.00 USD		\$50.13 USD	\$607.13 USD

Supplier Part #: 10265168
Commodity Code: Air exhausters
Material Group: 01402 (Maintenance)
Purch Org: 3000 (IDES USA)
Vendor: VDR1533050 (Boilermaker Inc)
Line Item Text:
Contact: Boilermaker HQ
Payment Terms: 0001

Actions More Import Accounting Update Total

- Copy Selected Lines
- Edit Details
- Edit Discount
- Edit Charges
- Edit Taxes
- Delete Selected Lines
- Delete Discounts
- Delete Charges
- Delete Taxes

© 1999 - 2018 Ariba Inc. All Rights Reserved

Customize Search Help Daniel Schunk

Print Update Taxes OK Cancel

Collaborate with supplier(s) for this item: Yes No

In Ariba Buying, additional email addresses are entered into the line item detail on a purchase request by clicking the box next to the line item and selecting the option 'Edit Details'. This is done when viewing the shopping cart or when checking out.

Create Sourcing Request Delete Save Submit

Material 1402 (Maintenance) (no value)

VDR1533050 (Boilermaker Inc)

Contact: Boilermaker HQ [select]

Payment Terms: 0001 [select]

Additional Supplier Email Address: daniel.schunk@sap.com

Feature at a Glance

Introducing: **Allow additional supplier contact emails for order routing**

SAP Ariba | Checkout | Daniel Schunk | 14 | 277

PR91837 Retaining Ring - 19.62 Id [Send Request](#)

Ship to Manage locations	Charge to Manage details	Total Cost	\$607.13 USD
867 1 300 Peach tree street So ATLANTA, GA 30310 United States	Cost Center (0000002300 (Procurement))	Net Amount	\$557.00 USD
		Taxes	+ \$50.13 USD

▼ Show advanced options

Items (1)

Quantity	Price	Net Amount
1 each	557 USD	\$557.00 USD

Retaining Ring - 19.62 Idret
VDR1533050 (Boilermaker Inc)

Gross Amount [ⓘ](#)
\$607.13 USD

Contact: Boilermaker HQ | Supplier Part Number: 10265168

In guided buying, additional email addresses are entered into the line item detail on a purchase request by clicking on the icon to show more item details. This is done when viewing the shopping cart or when checking out.

Material Group: 01402 (Maintenance)	Classification Code: (no value)
Buyer GST ID: []	Supplier GST ID: []
Payment Terms: 0001	Additional Supplier Email Address ⓘ
Purch Org: 3000 (IDES USA)	Line Item Text: []
Contract Workspace ID: []	Contract: (no value)

Feature at a Glance

Introducing: Allow additional supplier contact emails for order routing

You can reply to this message. Ariba Network or other Ariba cloud services will send your reply to the appropriate message recipient(s) and link it to its corresponding document. SAP Ariba stores your contact information (email and name) according to the policy at <https://service.ariba.com/iv/collab-platform/common/you/en/MessagingPolicy.html>. By replying to this message, you're accepting the terms in the policy.

SAP Ariba

Dear **Boilermaker Inc.**,

Your customer **Cirrus Atlantic Suite** sent you a purchase order through Ariba Network. You can start processing this purchase order now by clicking the buttons in this email without creating an Account.

If more than one email address is associated with your organization for PO delivery, then the copy of this purchase order would be sent to them as well.

Sincerely,
The Ariba Network Team
<http://www.ariba.com>

Questions or comments? Reply to this email. [Confirm Order](#) [Create Invoice](#)

This purchase order was delivered by Ariba Network. For more information about Ariba and Ariba Network, visit <http://www.ariba.com>.

From: Atlanta 867 1 300 Peach tree street So ATLANTA, GA 30310 United States	To: Boilermaker Inc 359 Northwestern Ave W Lafayette, IN 47956 United States Phone: Fax: Email: daniel.schunk@sap.com , boilermakersupplier@gmail.com	Purchase Order (New) PO2003 Amount: \$557.00 USD Version: 1
---	--	---

Payment Terms
NET 0

Comments

Other Information
Req. Line No.: 1
Requester: Daniel Schunk
PR No.: PR91836
Manufacturer Part ID:3981300
Manufacturer Name: Labconco Corporation

Order submitted on: Wednesday 11 Jul 2018 1:05 PM GMT-07:00
Received by Ariba Network on: Wednesday 11 Jul 2018 1:05 PM GMT-07:00
This Purchase Order was sent by Cirrus Atlantic Suite AN01037602217-T and delivered by Ariba Network.

Sub-total:	\$ 557.00	USD
Est. Total Tax:	\$ 50.13	USD
Est. Grand Total:	\$ 607.13	USD

Questions or comments? Reply to this email. [Confirm Order](#) [Create Invoice](#)

The full purchase order is attached to this email.

Frequently Asked Questions

What is the Ariba Network for Suppliers?
The Ariba Network is a secure, global platform for exchanging business transactions such as purchase orders, invoices, catalogs and payments. Learn more about the [Ariba Network](#).

Why did I receive this email?
Cirrus Atlantic Suite has chosen to use the Ariba Network to conduct business with all of their suppliers. Cirrus Atlantic Suite provided this email address as the best way to contact Boilermaker Inc. If this is the wrong email address for Boilermaker Inc, please contact Cirrus Atlantic Suite.

If you are the wrong person to receive this kind of communication, please forward this email to the appropriate person in your company.

Who do I contact if I have questions?
Please reply back to this email.

Did you receive this mail by mistake? [Click here](#) to stop receiving emails from Ariba Network.

Ariba, Inc., 3420 Hillview Ave, Bldg3, Palo Alto, CA 94304, USA [SAP Ariba Privacy Statement](#) | [Ariba Data Policy](#) | [Ariba Help and Support](#)

Suppliers identified in the additional supplier email address field will receive a PO where they can confirm the order or create an invoice using a one time password. Any actions taken on the PO will automatically update the PO on the AN for the primary contact.

Feature at a Glance

Introducing: **Allow additional supplier contact emails for order routing**

PO2003 - Retaining Ring

These are the details of the request you selected. Depending on its status, you can edit, change, copy, cancel, or submit the request for approval. You may also print the request.

Change Cancel Receive Print Create Advance Payment Resend to Supplier

Summary Approval Flow Receipts Invoices Payments Messages History

History

Date ↓	User	Real User	Action	Summary
Fri, 13 Jul, 2018 9:08 AM	aribasystem		Ordered	Order PO2003 was successfully sent via Ariba Network to Boilermaker Inc : Boilermaker HQ.
Fri, 13 Jul, 2018 9:08 AM	aribasystem		Changed	Direct Order Time Created changed from Wed, 11 Jul, 2018 to Fri, 13 Jul, 2018 Previous version: PO2003 .
Fri, 13 Jul, 2018 9:07 AM	Daniel Schunk	Daniel Schunk	Order resend initiated	Initiated resending order PO2003 to aribasupplierdws@gmail.com daniel.schunk@sap.com Comments .
Wed, 11 Jul, 2018 4:05 PM	aribasystem		Ordered	Order PO2003 was successfully sent via Ariba Network to Boilermaker Inc : Boilermaker HQ.

If a user has the proper permissions they can resend the PO to the supplier. The system will prompt the supplier for additional email addresses and the history of the PO will be updated to reflect resending the PO.

Feature at a Glance

Introducing: Allow additional supplier contact emails for order routing

You can reply to this message. Ariba Network or other Ariba cloud services will send your reply to the appropriate message recipient(s) and link it to its corresponding document. SAP Ariba stores your contact information (email and name) according to the policy at <https://service.ariba.com/w/collab-platform/common/you/en/MessagePolicy.html>. By replying to this message, you're accepting the terms in the policy.

SAP Ariba

Dear **Boilermaker Inc.**,
Your customer **Cirrus Atlantic Suite** sent you a purchase order through Ariba Network. You can start processing this purchase order now by clicking the buttons in this email without creating an Account.
If more than one email address is associated with your organization for PO delivery, then the copy of this purchase order would be sent to them as well.
Sincerely,
The Ariba Network Team
<http://www.ariba.com>

Questions or comments? Reply to this email. [Confirm Order](#) [Create Invoice](#)

This purchase order was delivered by Ariba Network. For more information about Ariba and Ariba Network, visit <http://www.ariba.com>.

From: Atlanta
867 1 300 Peach tree street So
ATLANTA, GA 30310
United States

To: Boilermaker Inc
359 Northwestern Ave
W Lafayette, IN 47996
United States
Phone:
Fax:
Email: daniel.schunk@sap.com, boilermakersupplier@email.com

Purchase Order
(-Changed)
PO2003
Amount: \$557.00 USD
Version: 2

Payment Terms
NET 0

Comments

Comment Type: Terms and Conditions
Body: All purchases made by SAP Ariba are subject to SAP Ariba Terms and Conditions of Purchase in effect at the date this purchase order ("Order") is issued to you, which can be found at the following uniform resource locator: http://www.ariba.com/online_PO_TOU.cfm. To request a hard copy of these Terms and Conditions of Purchase, please contact the SAP Ariba Purchasing Department. SAP Ariba explicitly disclaims and rejects all other terms and conditions of any other party associated with SAP Ariba's purchases.

Contact Information

Accounting		
Percentage	Percentage	100
GL Account	ID	0000400000
Cost Center	ID	0000002300

Other Information
Req. Line No.: 1
Requester: Daniel Schunk
PR No.: PR91836-V2
Auxiliary Part ID:
Manufacturer Part ID: 3981300
Manufacturer Name: Labconco Corporation

Order submitted on: Friday 13 Jul 2018 6:08 AM GMT-07:00
Received by Ariba Network on: Friday 13 Jul 2018 6:08 AM GMT-07:00
This Purchase Order was sent by Cirrus Atlantic Suite AN01037602217-T and delivered by Ariba Network.

Sub-total:	\$ 557.00	USD
Est. Total Tax:	\$ 50.13	USD
Est. Grand Total:	\$ 607.13	USD

Questions or comments? Reply to this email. [Confirm Order](#) [Create Invoice](#)

The full purchase order is attached to this email.

Frequently Asked Questions

What is the Ariba Network for Suppliers?
The Ariba Network is a secure, global platform for exchanging business transactions such as purchase orders, invoices, catalogs and payments. Learn more about the [Ariba Network](#).

Why did I receive this email?
Cirrus Atlantic Suite has chosen to use the Ariba Network to conduct business with all of their suppliers. Cirrus Atlantic Suite provided this email address as the best way to contact Boilermaker Inc. If this is the wrong email address for Boilermaker Inc, please contact **Cirrus Atlantic Suite**.
If you are the wrong person to receive this kind of communication, please forward this email to the appropriate person in your company.

Who do I contact if I have questions?
Please reply back to this email.

Did you receive this mail by mistake? [Click here](#) to stop receiving emails from Ariba Network.
Ariba, Inc., 3420 Hillview Ave, Bldg3, Palo Alto, CA 94304, USA

[SAP Ariba Privacy Statement](#) | [Ariba Data Policy](#) | [Ariba Help and Support](#)

Suppliers identified in the additional supplier email address field will receive a 'changed' PO where they can confirm the order or create an invoice using a one time password. Any actions taken on the PO will automatically update the PO on the AN for the primary contact.