



Feature at a Glance

Tax Component for Supplier Management Questionnaires

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Feature at a Glance

Introducing: Tax Component for Supplier Management Questionnaires

Ease of implementation

Some Complexity

Geographic relevance

Global

Customer challenge

Currently SLP does not have a structured or consistent way of collecting different supplier tax id information (which varies by country). Manually configuring conditional document content to define country-specific labels and validations in the questionnaire templates is labor intensive, error-prone, and not intuitive for end users to maintain.

Meet that challenge with

SAP Ariba

This feature introduces a new answer type, Tax, for questions in supplier management questionnaires. Tax component questions include a set of customer-configured country-specific fields for tax id details. Now, instead of adding individual tax id questions to a supplier management questionnaire for all of the tax ids applicable to each country, you can simply add a Tax question. Tax id details can be included in high fidelity data mapping to SAP ERP or MDG.

Experience key benefits

Simplification in deployment and template configuration

Country-specific field definition and syntax validation

Data masking and high fidelity data mapping to SAP ERP or MDG

Solution area

SAP Ariba Supplier Lifecycle and Performance (SLP), SAP Ariba Supplier Information and Performance Management (SIPM) new architecture

Implementation information

This feature is “off” by default. To enable this feature, please submit a Service Request to have this feature turned on for you.

“Profile Update” and “Repeatable Section” features must be enabled.

Prerequisites and Limitations

Tax metadata must be imported by an administrator in Site Manager > Data Import/Export task

Only supported in external (supplier-facing) questionnaires only.

Configure Tax component outside of a repeatable section OR inside a repeatable section but NOT both.

Feature at a Glance

Introducing: **Tax Component for Supplier Management Questionnaires**

- This feature introduces a new answer type, **Tax**, for questions in supplier management questionnaires. Tax component questions include a set of customer-configured country-specific fields for tax id details. Now, instead of adding individual tax id questions to a supplier management questionnaire for all of the tax ids applicable to each country, you can simply add a Tax question.
- Questions of type Tax first ask the supplier to specify an applicable country. Once selected, the component displays the tax ids configured for that country via a CSV file. This CSV file also allows a customer to define country-specific validations, sample values for validation/error messages, and tax code values which map to the specific tax field in the vendor model.
- Security Features include:
 - Database encryption of countryCode, partyTaxID, taxIdentificationNumberTypeCode, longPartyTaxID, taxNumber1, taxNumber2, taxNumber3, taxNumber4, taxNumber5, vatRegistrationNumber
 - Deletion of tax data 30 days after inactivating a supplier

Import Tax Metadata

In Administration > Site Manager > Data Import/Export

Tax Metadata defines:

- Tax Id's by Country
- Validations
- Sample values (for error messages)
- Tax Code values

	A	B	C	D	E	F	G
2	CountryCode	IsOrganization	RegexPattern	SampleFormat	TaxCode	TaxName	UniqueName
3	AL	Yes	^(J K L)\d{8}[A-Z]\$	J12345678A:K12345678B:L	0	Albania: VAT Registration Number	AL0
4	AO	Yes	No mask provided		0	Angola: VAT Registration Number	AO0
5	AR	Yes	^\d{11}\$ ^\d{2}\-\d{8}\-\d{1}\$	12345678901:12-12345678	1	Argentina: CUIT Number	AR1A
6	AR	Yes	^\d{11}\$ ^\d{2}\-\d{8}\-\d{1}\$	12345678901:12-12345678	1	Argentina: CDI Number	AR1C
7	AR	Yes	^\d{11}\$ ^\d{2}\-\d{8}\-\d{1}\$	12345678901:12-12345678	2	Argentina: Income Tax Number	AR2
8	AT	Yes	^ATU\d{8}\$ ^AT U\d{8}\$ ^EU	ATU12345678:AT U1234567	0	Austria: VAT Registration Number	AT0
9	AU	Yes	^((ABN)\s)?\d{2}\s\d{3}\s\d{3}\s\d{3}	ABN 12 123 123 123:12 123	1	Australia: ABN	AU0
10	AW	Yes		1234567	0	Aruba: VAT Registration Number	AW0
11	AZ	Yes	\d{11}(\d{3})?&	1234:1234567890	0	Azerbaijan: VAT Registration Number	AZ0
12	BA	Yes	^\d{7}\$		0	Bosnia and Herzegovina: VAT Registration Number	BA0
13	BB	Yes	^\d{4} ^\d{10}	12345678	0	Barbados: VAT Registration Number	BB0

Add Tax to Supplier Questionnaire

A template creator creates a new version of a template. In an external (supplier-facing) questionnaire, add a question of type Tax.

The screenshot shows the SAP questionnaire editor interface. At the top, there are radio buttons for 'Add Inside' (selected) and 'Add After'. Below this is a 'Name:' field with a rich text editor containing the text 'Please specify your company's Tax Id'. A 'Translations' section is visible below the name field. The 'Answer Type' dropdown menu is open, showing a list of options: Text (single line limited), Decimal Number, Date, Money, Yes / No, Attachment, Certificate, Address, Bank Account, Extended Address, Tax (highlighted with a red box), Percentage, Quantity, Commodity, and Region. Other fields like 'Acceptable Values', 'Response Required?', 'Reference Documents', 'Mask Attachments', 'Sensitive Data Mask Pattern', 'Visible to Participant', 'Participant can add additional comments and attachments', 'Use participant-specific initial values?', 'Max Length', and 'Supplier field mapping' are also visible.

Vendor data model is updated when you provide a Supplier field mapping:

- Singular tax question – vendor.taxExt
- Within repeatable section - vendor.taxExt[\$index]

The screenshot shows a close-up of the 'Supplier field mapping' field in the SAP questionnaire editor. The field is set to 'vendor.taxExt' and is highlighted with a red box. Above it, there are dropdown menus for 'Participant can add additional comments and attachments' (set to 'No') and 'Use participant-specific initial values?' (set to 'No'). Below the 'Supplier field mapping' field is a 'Search term' field and a 'Team Access Control' dropdown set to '(no value)'. A 'View Details' button is also visible.

Supplier Response

Supplier View – First select “Country”

8 Tax Component

8.1 Please enter Tax Id for your company

Country: (no value)

(*) indicates a required field

Submit Entire Response Save Compose Message Excel Import

Tax format validation

There is 1 problem that requires completion or correction in order to complete your request.

5.3 Tax Id information

5.3.1 Please specify your tax id for your company

Country: Argentina (AR)

Tax Name Tax Type Tax Number

Argentina: CDI Num 12345678901,12-12345678-1

Argentina: Income Tax Number Organization 6545454444PP

6 Sites Add Sites (0)

(*) indicates a required field

Submit Entire Response Reload Last Bid Save Compose Message Excel Import

Supplier Response (cont'd)

Supplier View

5.3 Tax Id information

5.3.1 Please specify your tax id

Country: Argentina (AR) ⓘ		
Tax Name	TaxType	Tax Number
Argentina: CDI Number	Organization	76565454343
Argentina: Income Tax Number	Organization	65454544448

Buyer Views/Approves Questionnaire

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Return to Service Manager Acting as: Customer Support Admin Customize Q Help Super User

< Back

Approval for supplier registration Deny Approve

Supplier: Parts & Supply Started: May 17, 2018

Contact: Janice Smith, maria.elena.gammon@sap.com

Registration owner: Customer Support Admin

> Process Flow

Supplier registration questionnaire

Questionnaire	Response						
<ul style="list-style-type: none"> > 1 Introduction - Read me first > 2 Code of Conduct (CoC) > 3 Mandatory questions 4 Thank you for your responses. To ensure efficient communication between your company and BASF, please enter the contact persons for BASF in your supplier profile. We would appreciate receiving more information about your company. Please find below some optional questions, for you to answer or not. > 5 Optional questions > 6 Regional specific questions > 7 Questions not relevant anymore - hidden for suppliers > 8 Tax Component <table border="1"> <thead> <tr> <th>Tax Name</th> <th>Tax Type</th> <th>Tax Number</th> </tr> </thead> <tbody> <tr> <td>Argentina: Inco...</td> <td>Organization</td> <td>98787877669</td> </tr> </tbody> </table> 	Tax Name	Tax Type	Tax Number	Argentina: Inco...	Organization	98787877669	
Tax Name	Tax Type	Tax Number					
Argentina: Inco...	Organization	98787877669					

Tax Name	Tax Type	Tax Number
Argentina: Inco...	Organization	98787877669

Argentina: Income Tax Number

ERP Profile Mapping

Summary	Contacts	ERP Profile	Certificates	Public Profile
General		Company Code	Purchasing Data	
		For Property Updates		
		Address Information List Complete Transmission Indicator		true
		Bank Details List Complete Transmission Indicator		true
		Common List Complete Transmission Indicator		true
		Role List Complete Transmission Indicator		true
		Show more		
▼ Vendor Info		SM Vendor ID		S1077341
		Integration Status		NotIntegrated
		Last Integration State		NotIntegrated
		AN ID		AN02006465656
		Name 1		Parts & Supply
		Show more		
▼ Tax Info		Tax Number 2		98787877669
▼ Vendor Info Ext		Vendor Unique Name		VDR43096
		Category Code		2
		Account Type		
		Relationship Type		
		Transaction Creation Indicator		
		Show more		
▼ Address Ext				
▶ Address Ext 1				
▼ Tax Ext				
▼ Tax Ext 1		Country Code		AR
		Tax Identification Number Type Code		2
		Party Tax ID		98787877669

Tax Details in Business Partner XML

```
<TaxNumber actionCode="04">  
  <CountryCode>US</CountryCode>  
  <TaxIdentificationNumberTypeCode>2</TaxIdentificationNumberTypeCode>  
  <PartyTaxID schemeID="">9998987876</PartyTaxID>  
  <LONG_PartyTaxID schemeID="" xsi:nil="true"/>  
</TaxNumber>  
</BusinessPartner>
```