



Deployment Description

This document describes the Ariba Network Connection Services (“Deployment Services”) for the following SAP Ariba Cloud Services when utilizing the named Connection Type

Cloud Services: SAP digital supplier network membership

Revision Date: November 2020

I. DEFINITIONS

Capitalized terms used in this Deployment Description that are not defined herein are defined in the SAP Ariba Subscription Agreement, GTC, applicable master agreement or Order Form between SAP Ariba and Customer or represent the name of Cloud Service features or SAP/Ariba internal teams.

“SAP Ariba” or “Ariba” or “SAP”	Means the SAP entity identified in the applicable Order Form.
“Cloud Service”	If not otherwise defined in a governing master agreement, means any distinct, subscription-based, hosted, supported and operated on-demand solution provided by SAP under an Order Form. Cloud Services are sometimes also referred to as “Cloud Services” or the “Service” in SAP Ariba contracts and Documentation. As used in this Deployment Description, “Solution” and/or “Cloud Service” refers specifically to the Ariba Network subscribed to via SAP Ariba Commerce Automation.
“Deployment Services”	Means the routinized Consulting Services provided to Customer concurrently with the initial purchase of a subscription to the Cloud Service to Customer to assist with the initial set-up, configuration, and deployment of such Cloud Service. Deployment Services are delivered remotely by resources that support multiple customer engagements concurrently.
“Deployment Description”	This document, which describes the Deployment Services for the Cloud Service.
“Deployment Kick-Off”	The date on which the SAP Ariba and Prime Contractor core project teams convene to align the entire project team on the goals, scope and approach defined in SAP Ariba Deployment Services, as below.
“Go Live”	The date on which live transactions are entered into one single production system.
“Prime Contractor”	An SAP Partner Edge Partner, who has completed the prerequisite certifications required by SAP Ariba, responsible for the deployment of the Cloud Service for use by the Customer.
“Connection Type”	The mechanism by which the Customer is connecting to the Ariba Network (“AN”). As used in this Deployment Description, Connection Type refers to the SAP Ariba Cloud Integration Gateway for Buyers. The Connection Type must be confirmed with the Prime Contractor in advance of the project kick-off. For clarity, any such connection is not and shall not be deemed to be a part of any Customer system or computing system.

II. INTRODUCTION

The Deployment Description provides a high-level overview of the Deployment Services included in the on-time (non-recurring) Deployment Services fee for this Cloud Service.

Deployment Services may not be provided in certain countries, including those which support is not available. Restrictions apply to certain features described within this document regarding the ERP system and middleware in use, as well as required prerequisites, these restrictions are described in detail in the SAP Ariba Solution Description Guide.

The Deployment Services described in this document are the required SAP Ariba services necessary to assist Prime Contractor with the set up and initial configuration of the Cloud Service in support of a single system Go Live. For clarity, the Prime Contractor is responsible for the deployment of the Cloud Service on behalf of the Customer and SAP Ariba will provide support to the Prime Contractor for the services outlined herein.

Prime Contractor’s failure to fulfill its obligations and responsibilities may result in a program delay or unsatisfactory results and shall relieve SAP Ariba of the portion of its performance obligations hereunder to the extent such failure negatively impacts SAP Ariba’s ability to perform.

III. SCOPE OF SAP ARIBA DEPLOYMENT SERVICES

SAP Ariba will provide the Deployment Services below in support of Customer’s connection to the Ariba Network using the Connection Type identified by the Prime Contractor. Any change in the specific scope of Deployment Services, including changes to the Connection Type, must be mutually agreed upon by the parties in writing and may be subject to additional fees.

SAP ARIBA CLOUD INTEGRATION GATEWAY CONNECTION SERVICES

This workstream describes SAP Ariba's assistance to Prime Contractor to install and configure the SAP Ariba Cloud Integration Gateway Add-On for SAP ERP or for the SAP Ariba Cloud Integration Gateway Add-On for SAP S/4HANA and validate the connection between the SAP Ariba Cloud Integration Gateway Add-On SAP Ariba Cloud Integration Gateway ("CIG"), and the Ariba Network. These connection services are provided in English only.

The Deployment Services set forth herein are in support of the following business process for SAP digital supplier network membership including the AN process groups and supporting transactions listed below. The selected AN process groups and supporting transactions in scope must be defined and mutually agreed prior to commencement of the project. Thereafter, any changes to these AN processes in scope must be mutually agreed upon by the parties in writing and may be subject to additional scoping, time, and fees.

- Purchase Order (Purchase Order, Change Order, Cancel Order, Return PO)
- Fulfillment in support of the Order to Invoice process including: Order Inquiry, Order Confirmation, Advance Ship Notice, Goods Receipt
- Invoice (Invoice, Invoice Status Update, CC (ERP) Invoice, Credit/Debit Memo*, ERS Self-Billing*)
- Payment Remittance (Scheduled Payments, Remittance Advice, Remittance Cancellation)
- Services (Service Purchase Order, Service Order Change, Service Order Cancel, Service Entry Sheet, Service Entry Sheet Status Update)
- Automated RFQ (Quote Request*, Quote Bid*)
- Payment Visibility (Payment Batch File*)

*Indicates a transaction type that will be enabled as part of the Ariba Network account creation but will not be supported as part of the scope of work set forth herein.

KEY SAP ARIBA ACTIVITIES

- Assist Prime Contractor regarding issue tracking and resolution for any SAP Ariba owned activity during integration and user acceptance testing. For clarity, Prime Contractor is responsible for user acceptance testing as described below.
- Perform AN account configuration in the test environment as applicable to Customer's Cloud Service stated intended use case(s).
- Monitor stability of and assist in issue resolution in the production environment for a period of two (2) weeks.
- Provide standardized materials for the Prime Contractor's project team with respect to use and maintenance of the Cloud Service.
- Enable Discount Management.

KEY PRIME CONTRACTOR ACTIVITIES

- Document and validate Customer requirements in a template provided by SAP Ariba.
- Plan and configure the hardware platforms for applicable development, test and production environments per supported Customer SAP ERP system(s) in scope.
- Download, install, and configure SAP Cloud Integration Gateway Add-On in applicable environment(s).
- Create any custom mappings, implement user exists or BAdI extensions which require ABAP development, or configurations in each ERP environment that Customer requires outside of the provided standards.
- Assist the Customer with all self-service configurations and customizations on the Cloud Solution.
- Provide test scenarios and execute all integration and user acceptance testing activities, including validation of AN transaction set for the processes in scope.
- Test and validate the transactions on the AN business process groups in scope for the project.
- Create and execute a Go Live plan with the Customer to address steps needed to move SAP Ariba Commerce Automation Cloud Service to a Production system.
- Provide end user training to the Customer.

STANDARD ARIBA NETWORK CUSTOM CONFIGURATION EXTENSIONS: APPLICATION SUPPORTED

The following list specifies example custom configurations to selected standard user interface AN fields for Purchase Orders and Invoices on the AN user interface. All configurations subject to a feasibility analysis and approval based on feature availability.

- Hide a field
- Default a field value
- Change a field label (user interface impact only, the field name sent in cXML persists the field name in the cXML DTD)
- Display field selection values as a Customer defined value list
- Change optional entry field to be mandatory
- Change defaulted user input fields to be read only
- Create a new entry field (excludes validation)

Prime Contractor can choose a total of five (5) fields for the custom configuration(s) listed (one (1) custom configuration per field as part of the Deployment Services. NOTE: The custom configurations are specific to Purchase Orders and Invoices and are not offered for other document types. Furthermore, the custom configuration does not affect suppliers using cXML or EDI integration. For clarification, each document type that a customized field is applied to counts against the total customization limitation of five (5).

CONNECTION SERVICES TIMELINE

The services term for the Deployment Services defined herein is fifteen (15) consecutive calendar weeks. The deployment timeline includes thirteen (13) consecutive weeks to Go Live and two (2) consecutive weeks of post Go Live support. Go Live is defined as the date on which live transactions are transmitted through the CIG Add-On, through CIG, to the Ariba Network. Deployment Services are provided on a one-time basis and SAP Ariba's obligation to provide the Deployment Services ends at the conclusion of the services timeline set forth above. Any changes to the deployment timeline or services scope, whether requested during or after the services term, must be mutually agreed upon by the parties in writing and may be subject to additional scoping, time, and fees.

SAP ERP SPECIFIC ASSUMPTIONS

- These Deployment Services assume a single connection to a single ERP system and a single middleware, which may be configured for a maximum of two (2) environments (consisting of one (1) test environment, and one (1) production environment).
- Deployment Services assume Customer is operating on a supported SAP ERP system as described in the CIG product matrix and product Documentation. Unsupported SAP ERP systems and/or non-SAP systems are excluded from the Deployment Service offering and are subject to additional fees.
- Support for connection services for multiple SAP ERP systems connected to a single middleware to support the facilitation of multi-ERP requires custom scoping, must be mutually agreed upon by the parties in writing and may be subject to additional scoping, time, and fees.
- Support for connection services for SAP ERP accounts using third party reconciliation providers for invoice management workflows requires custom scoping, must be mutually agreed upon by the parties in writing and may be subject to additional scoping, time, and fees.

KEY ASSUMPTIONS

- Scope will be reviewed with the Prime Contractor during a validation meeting. SAP Ariba may consider requested changes to the scope to be a material change and therefore a signed change order may be required for work to continue on the Services.
- SAP Ariba may require a maximum of two (2) weeks to staff Snap Automation programs. SAP reserves the right to delay the project start until Customer's Prime Contractor has been confirmed and identified for SAP Ariba.
- The Prime Contractor is responsible for the deployment and adoption of the features and functionality available in Snap Automation.
- SAP Ariba assumes that appropriate staging/socializing of the project timeline will be delivered by the Prime Contractor to ensure resources are engaged and ready to begin work.
- The Prime Contractor is responsible to ensure all resource coordination on the Customer side. The Prime Contractor and Customer project teams must be named prior to Kick-Off.
- Access by Prime Contractor is permitted only to the extent of access provided to the Customer under the applicable Cloud Service agreement. Any technical configuration or infrastructure installation needed to support the integration / technical components of this project scope is the sole responsibility of Customer.
- Customer and Prime Contractor will be responsible for using commercially reasonable efforts to drive supplier compliance to participate on the Ariba Network.
- Ariba Support will assist Suppliers in the troubleshooting of Ariba Network technical issues both during deployment and post Go Live. Once the supplier is at the point that they are ready to transact, Ariba Support will assist with navigational, functional and technical support based on account type.
- Any services in support of Discount Management are not part of the scope of work set forth herein.

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- Customer and/or Prime Contractor will be responsible for all hardware, software, and infrastructure (and related technical resources) associated with installing, configuring, and deploying the Cloud Service.
- Prime Contractor is responsible for all technical configurations required in SAP ERP and the SAP Ariba Cloud Integration Gateway Add-On for SAP ERP or for the SAP Ariba Cloud Integration Gateway, Add-On for SAP S/4HANA. Customer receives two Ariba Network accounts (one for test and one for production), subject to each Ariba Network account being represented by a single Network ID for such test and production accounts (i.e. multiple unique Network ID's will not be provided). Any additional Ariba Network accounts, required to connect Customer's development or other ERP environments requires custom scoping, must be mutually agreed upon by the parties in writing and may be subject to additional scoping, time, and fees.
- Ariba Network custom configuration extensions are limited to the two (2) Ariba Network accounts (test and production).
- The Deployment Services are provided one-time only during the initial Subscription Term, and are provided for the time period specified in the "Deployment Timeline" section above, and do not apply to any subsequent renewal Term or replacement Subscription Term except to the extent such Deployment Services were not delivered during a replaced initial Subscription Term and provided such Deployment Services are a part of such replacement Subscription Term.

GENERAL ASSUMPTIONS

- For clarity, any version of this or any other Deployment Description attached to the Order Form represents the version of such Deployment Description that is current as of the Order Form effective date, and, for purposes of the Consulting Service warranty applicable to the Deployment Services, the then-current version of the Deployment Description shall apply unless explicitly stated otherwise in the Order Form.
- Prior to commencement of the project, Customer and/or Prime Contractor will have prepared and installed all prerequisite database software, personal computer hardware and software, (including, without limitation, any relevant CIG software that may be required to be downloaded from the SAP store or other delivery channel provided by SAP and under applicable terms and conditions related to the SAP store or other delivery channel and/or such downloaded software) server hardware and software, communications equipment, operating systems and intranet proxy infrastructure.
- Prime Contractor will be responsible for establishing and maintaining telecommunications links (if deemed necessary) as well as local area networks, and the security of its network and related systems. SAP Ariba assumes the hardware and third-party software not licensed from SAP Ariba will function according to our expectations and will not present quality, capacity, timing, or performance problems that would adversely impact the project's overall progress. SAP Ariba will not be responsible for the performance, reliability, availability or security of the Internet or any third-party system or hardware which is not within the scope of the SAP Ariba responsibilities or the control of SAP Ariba.
- No license of, or grant to the use of, SAP Ariba Confidential Information and/or Cloud Materials to create derivative works thereof is provided hereunder.

APPENDIX A

PROJECT APPROACH

The Prime Contractor is responsible for the deployment of the Cloud Solution. At defined points of the project, the Prime Contractor will leverage SAP to validate nonstandard business requirements and to execute SAP Ariba proprietary activities.

The main project activities are detailed below with the assumed lead and support responsibility indicated in the RACI below.

Customer acknowledges and agrees that failure on the part of Prime Contractor to meet or fulfill any of the specified Prime Contractor responsibilities or requirements in this document might result in a delay in the project and/or a change request for additional SAP Ariba resources, an increase in project fees and/or a change in the schedule.

The project follows the applicable parts of the SAP Activate methodology with the following responsibility matrix of tasks per phase.

- Responsible (R): Charged with performing the activities. The project plan may define additional detailed responsibility at the work unit level.
- Accountable (A): The Prime Contractor has overall accountability for the whole project and all the tasks identified below. Hence, Accountable (A) does not appear for the tasks below.
- Consulted (C): Provides input on how best to produce the activity and actively supports the execution of the activity.
- Informed (I): Provided with information.

Activity	Prime Contractor	SAP Ariba
Ensure Customer / Partner Ariba Network Account is specified and created as per contract	I	R
Provide links to Product Documentation and Downloads for Partner / Customer to consume	I	R
Kickoff Project, Review Scope and plan Timing with the Customer	R	I
Provide Overview of Ariba Network configuration and Technology to Customer	R	I
Review Standard Approach to Mapping with the customer.	R	I
For each business process, capture and define any custom mapping required	R	I
Capture Ariba Network Customizations Required for Purchase Order and Invoice	R	I
Review Ariba Network Configuration and Capture customer requirements	R	I

Develop Supplier Enablement Plan	R	I
Build and unit test configuration and custom interfaces for ERP and CIG	R	I
Build and unit test AN Customizations Required	C	R
Develop System Test Plan	R	I
Execute System Test Plan	R	C
Develop User Acceptance Test Plan	R	I
Execute User Acceptance Test Plan	R	C
Prepare production cut-over checklist for SAP Ariba activities. Migrate Code to Production. Facilitate transition to SAP Ariba Customer Support. Support Customer with major production issues for up to two (2) weeks after Go Live.	R	C