



# Feature at a Glance Enhancements to email bidding to support MS Excel file-based bidding

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## Introducing: Enhancements to email bidding to support Excel file-based bidding

#### **Customer challenge**

The existing bid by email feature is limited to single line events. Customers requested this functionality be enhanced to allow for full bid submission by email.

#### Meet that challenge with

#### **SAP Ariba**

We listened to our customers feedback and enhanced the functionality so that a supplier can now respond to an entire sourcing event via email without the need to access the supplier portal.

#### **Experience key benefits**

- Buyers can now choose to have suppliers send the offline bid sheet for their event via email.
- Suppliers can now respond to an entire event via email without the need to access the Supplier Portal.

#### Solution area

SAP Ariba Sourcing SAP Ariba Strategic Sourcing Suite

#### Implementation information

This feature is ready for immediate use for all customers with the applicable solutions but requires **customer enablement** steps.

#### **Prerequisites and Restrictions**

See Documentation for Prerequisites and Restrictions

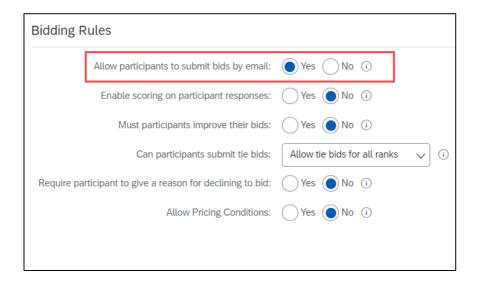
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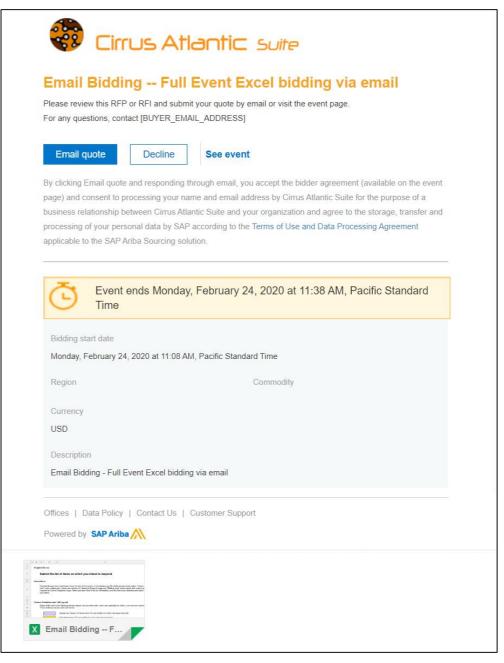
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# Introducing: Enhanced Bid by Email

#### **Detailed feature information**

- Suppliers will receive the offline bid sheet as an attachment to the event invite email.
- Once suppliers update the bid sheet with their responses they click "Email quote" to submit their bid.
- The Bidding Rule "Allow participants to submit bids by email" must be set to Yes.





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# Introducing: Enhanced Bid by Email



Dear mwsupplier Mwsupplier2,

Your bid for Email Bidding -- Full Event Excel bidding via email was received successfully.

< SAP

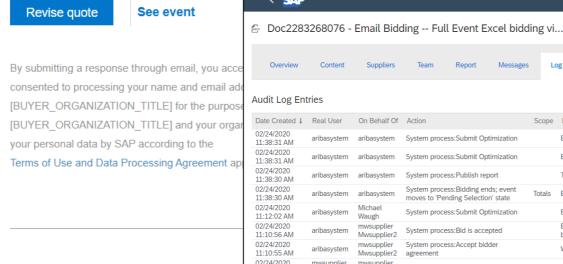
To revise your response, you can do so via email or by visiting the event page.

## **Upon Bid submission**

- Suppliers will receive an email confirming success or failure of their bid submission.
- Buyers will be notified and the audit log will be updated accordingly.

Pending Selection

Actions ▼



Date Created ↓ Real User On Behalf Of Action 02/24/2020 Event Email Bidding -- Full Event Excel bidding via email - Submitted optimization scenario 'Best Savings' System process: Submit Optimization 11:38:31 AM 02/24/2020 System process:Submit Optimization Event Email Bidding -- Full Event Excel bidding via email - Submitted optimization scenario 'Best Bid with Limited Number of Suppliers' aribasystem 11:38:31 AM 02/24/2020 This event's reporting data (available within the event on the Report tab) is ready for transferal to Ariba Analysis 11:38:30 AM 02/24/2020 aribasystem aribasystem 11:38:30 AM moves to 'Pending Selection' state 02/24/2020 System process: Submit Optimization Event Email Bidding -- Full Event Excel bidding via email - Submitted optimization scenario 'Best Bid' aribasystem 11:12:02 AM 02/24/2020 Bid (ID=mailto:bidbyemail-prod+cirrusatlanticsuite+Doc2283268076+-4962617928307836048@ansmtp.ariba.com?subject=Re:Successfully placed bid for Email Bidding -- Full Event Excel System process:Bid is accepted 11:10:56 AM bidding via email) in event Email Bidding -- Full Event Excel bidding via email submitted by mwsupplier Mwsupplier 2 has been accepted by the system. 02/24/2020 System process:Accept bidder Wicked Widget Company (mwsupplier Mwsupplier2) has accepted the bidder agreement 11:10:55 AM 02/24/2020 System process: Submit intend to bid mwsupplier Mwsupplier2 has indicated his/her intent to bid If you have questions, please conta 02/24/2020 System process: Publish Event Event Email Bidding -- Full Event Excel bidding via email is published 11:08:23 AM Invitation for participants

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## Introducing: Enhanced Bid by Email

#### Restrictions

- Excel file-based email bidding is available only for the RFI and RFP sourcing event types.
- Excel file-based email bidding is available for only sourcing events with standard-capacity line items.
- Excel file-based email bidding does not support multi-currency bidding. Bids are assumed to be submitted in the currency specified in the sourcing event.
- Excel file-based email bidding does not support events that have alternative bidding enabled;
   events that contain prerequisite questions, conditional questions or conditional content; events with large-capacity line items; or competitive events.
- Excel file-based email bidding does not support attachments in bid responses. To provide
  additional documents, suppliers may upload the files to a shareable location and include the link
  in the response Excel file.

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