

Dell / EMC Integrated Seller Transaction Guideline

August 2017

Table of Contents

VERSION HISTORY	3
DELL / EMC MAPPING REQUIREMENTS AND DELTAS	4
DELL / EMC DETAILED SPECIFICATIONS AND REQUIREMENTS	5
Scope	5
Purchase Order Details	5
Order Confirmation Details	6
Ship Notice Details	6
Invoice Details.....	6
SUPPLEMENTAL DOCUMENTATION.....	8
ARIBA NETWORK SUPPORT INFORMATION.....	9

VERSION HISTORY

This log is updated each time this Process Document is updated. The log identifies the version number, the date the version was completed, the author of the changes, and a brief description of the changes.

Version	Date	Author	Description
1.0	8/10/17	Chris Landers, Senior Seller Integrator	Initial Version of Document

SAP STATEMENT OF CONFIDENTIALITY AND EXCEPTIONS

The contents of this document shall remain the confidential property of SAP and may not be communicated to any other party without the prior written approval of SAP. This document must not be reproduced in whole or in part. It must not be used other than for evaluation purposes only, except with the prior written consent of SAP and then only on condition that SAP's and any other copyright notices are included in such reproduction. No information as to the contents or subject matter of this proposal or any part shall be given or communicated in any manner whatsoever to any third party without the prior written consent of SAP.

The furnishing of this document is subject to contract and shall not be construed as an offer or as constituting a binding agreement on the part of SAP to enter into any relationship. SAP provides this document as guidance only to estimate costs and time-scales of the predicted delivery project. This will be subject to confirmation prior to any contractual or delivery commitment by SAP.

SAP warrants that to the best of its knowledge those who prepared this material have taken all reasonable care in preparing it and believe its contents to be true as at the date of this document. SAP cannot however warrant the truth of matters outside of its control and accordingly does not warrant the truth of all statements set out in this document to extent that such statements derive from facts and matters supplied by other persons to SAP. The statements in this document are qualified accordingly.

DELL / EMC MAPPING REQUIREMENTS AND DELTAS

Deltas

In the accompanying excel workbooks you will find baseline cXML and EDI transactions accepted by the Ariba Network with the additional requirements for Dell / EMC noted in **red**.

The following is a summary of the requirements that are unique to Dell / EMC's procurement environment, as detailed in the Excel Delta's document.

Purchase Order Specifics (Tab 1)

- POs will contain Ship To and Bill To on header level
- BillTo/ShipTo Ids will be provided by DELL
- Payment terms will be sent on the PO
- Each PO will contain a schedule line

Invoice Specifics (Tab 2)

- Required addresses: From, Ship From, Ship To, Bill To, Sold To, Remit To
- Address IDs are required for BillTo, ShipTo, RemitTo
- Strict address validation is required for NAMER
- TAX is required on line level

Order Confirmation Specifics (Tab 3)

- Optional

Ship Notice Specifics (Tab 4)

- Optional

Extrinsics (Tab 5)

Credit Memo (Tab 6)

Transaction Validation Rules

Please note, Dell / EMC has configured custom validation rules on the Ariba Network which apply specifically to POs, Order Confirmations, Ship Notices, PO based Invoices, and non-PO based Invoices. **Review these settings from your supplier account on the Ariba Network.**

DELL / EMC DETAILED SPECIFICATIONS AND REQUIREMENTS

Scope

Dell / EMC Prod ANID: AN01052069539

Dell / EMC Test ANID: AN01052069539-T

Existing Dell ANID: AN01000001838

Required Transactions

- Purchase Order
- Invoice

Optional Transactions

- Order Confirmation
- Advanced Ship Notice

Purchase Order Details

Purchase Order Types Supported	Purchase Order Types Not Supported
New POs	pCard Orders
Change/cancel POs	Blanket POs (BPO's)
Non-catalog POs	Legacy PO's
POs with attachments	
Service POs	

Table 1 - Purchase Order Types Supported/Not Supported

Legacy Orders (Cut-Over Process): At the time of Go Live and PO cut-over to the Ariba Network, Dell / EMC will leave their old ANID open for invoicing only to allow for the billing of open orders.

Ship To Address

- Dell / EMC PO will send Ship To address at the header level
- Dell / EMC PO will contain Ship To address IDs. A listing for both Dell and Dell / EMC locations can be obtained from the Ariba Seller Integrator.

Order Confirmation Details

Dell / EMC does not require Order Confirmation. Supported methods of providing them are:

- cXML
- EDI
- Online

Ship Notice Details

Dell / EMC does not require Advanced Ship Notices. Supported methods of providing them are:

- cXML
- EDI
- Online
- Email to requestor outside of Ariba Network

Invoice Details

Invoice Types Supported	Invoice Types Not Supported
Individual Detail Invoice: applies against a single PO referencing line items; line items may be material items or service items.	Debit Memo
Partial invoice: Invoice against a portion of the items on a PO.	Cancel Invoice
Invoice against material PO	Invoice against PCard
Invoice against service PO	Information Only Invoice
Non-PO Invoice: invoice against PO not transacted via the Ariba Network	Header Credit Memo
Non-PO invoice against contract or master agreement	Header Invoice: single invoice applying to single PO without item details
Line level credit supported by negative quantity at item level and positive unit price	Invoice against Blanket PO
lineLevelCreditMemo (cXML 1.2.018 and higher) invoice purpose set to "lineLevelCreditMemo"	Header Invoice: single invoice applying to single PO without item details
Duplicate Invoice: invoice numbers may be reuse in case of reject/fail/cancel of original invoice	

Table 2 - Invoice Types Supported/Not Supported

Tax Requirements

- Tax is required at the line level.
- A summary tax amount is required on all invoices even if that amount is zero dollars.

Canadian Tax Specifics

- Require suppliers to provide their tax ID on invoices.
- For GST Tax ID use: `<IdReference domain="supplierTaxID" identifier="XXXXXXXXXXXXXXXXX"/>`
- Dell does not require PST Tax ID on invoices. If supplier wants to include it on invoice, they may send it in the Comments or Line Items Comments.
- QST Tax ID, when applicable, may be sent in Supplier VAT ID: `<Extrinsic name="supplierVatID">XXXXXXXXXXXXXXXXX</Extrinsic>`)
- Require suppliers to enter taxes at line item level.
- Require supply date when VAT is chosen as tax category.
- Require Tax amounts in local currency.
- Require detailed tax information in tax summaries.
- Display invoice totals as Subtotal, Tax Amount, and Amount Due.

Remit To Address Information

- Dell will provide the Remit-To IDs and addresses to suppliers as part of the on-boarding process. Invoices will be rejected that have incorrect Remit-To IDs.
- Remit-To configuration may be viewed in the Settlement configuration section of your supplier account on AN. Contact Customer directly for your Remit-To ID if it is not present on your supplier account, or if you have any questions regarding your Remit-To ID.
- Suppliers should notify Customer of any changes to their Remit-To address information.

NOTE: Strict address validation is enforced. When this rule is enabled, the system will check if the following cXML elements are present and if it has a value:

1. Name
2. PostalAddress.Street
3. PostalAddress.City
4. PostalAddress.State
5. PostalAddress.PostalCode
6. PostalAddress.Country isoCountryCode attribute

Shipping and Special Handling Fees

- Shipping and special handling charges are required at the line level.
- Shipping and special handling may be submitted as separate line items.
- If yes, shipping and special handling is supported as a single SERVICE line for ALL special handling charges and a single SERVICE line for ALL shipping charges.

Line Level Validation

- The following line level data cannot be changed from PO to Invoice.
 - Currency for Unit Price
 - Unit Price
 - Unit of Measure
 - Item Quantity Overage
 - Part Number

SUPPLEMENTAL DOCUMENTATION

This document contains Dell / EMC specific information regarding transaction requirements. Information in this document does **NOT** cover the complete technical aspects of integrating with the Ariba Network. Below are two sections for supplemental documentation to be used with this document for EDI or cXML transaction formats. Only refer to the section that pertains to the format your organization will be sending/receiving from the Ariba Network (EDI or cXML).

cXML Section for Supplemental Documentation

New cXML supplier to Ariba Network must:

- 1) Support a DTD (document type definition) validation tool internally and download the document type definitions (DTD's) for all supported transactions.
- 2) Support HTTPS protocol. Ariba supports HTTPS (not HTTP) only for cXML transactions.
- 3) Review the cXML Solutions Guide and cXML User Guides.

cXML Document Type Definitions (DTD's):

- <http://cxml.org> Download InvoiceDetail.zip for the InvoiceDetailRequest.dtd.
- <http://cxml.org> Download cXML.DTD for the OrderRequest
- <http://cxml.org> Download Fulfill.dtd for ConfirmationRequest/ShipNoticeRequest

Recommended Resources: Please log into your supplier account on the Ariba Network in order to access the cXML and EDI solution and configuration guides as well as supplemental EDI documentation. The steps for accessing this information is outlined below.

- 1) Log into your supplier account on the Ariba Network.
<https://supplier.ariba.com>
- 2) Select **Help Center >>**
- 3) Select **Documentation**
- 4) Expand **cXML and ERP Integration**

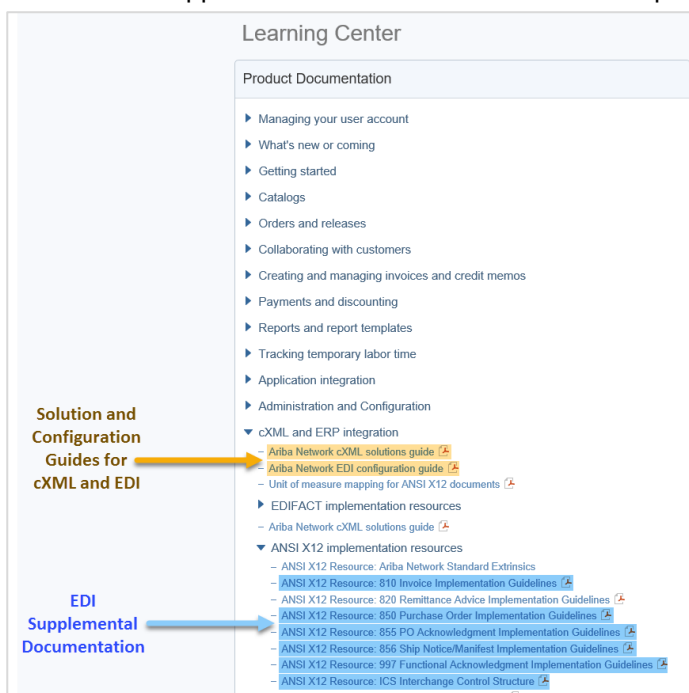
Within the *cXML and ERP Integration* section, you will see the cXML and EDI solution and configuration guides. Based on your selected integration method, please download the appropriate document.

- Ariba cXML Solutions Guide
- Ariba Network EDI Configuration Guide

Supplemental EDI Documentation

To access the supplemental EDI documentation, proceed to step 5.

- 5) Expand **ANSI X12 implementation resources**



Within the *ANSI X12 implementation resources* section, you will find supplemental EDI documentation for the following EDI documents:

- 850 Purchase Order Implementation Guidelines
- 810 Invoice Implementation Guidelines
- 855 PO Acknowledgment Implementation Guidelines
- 856 Ship Notice/Manifest Implementation Guidelines
- 997 Functional Acknowledgment Implementation Guidelines
- ICS Interchange Control Structure (Ariba Production and Test Interchange ID Details)

ARIBA NETWORK SUPPORT INFORMATION

Supplier Integration (SI) support is available to Dell / EMC suppliers. SI support is available during the test phase and two weeks post-go live with Dell / EMC, or until the first production transactions are exchanged. After that period, suppliers must leverage Ariba Technical Support for any production issues. To contact SI support, send an email to askaribatech@ariba.com. Be sure to list Dell / EMC in the subject line of the email.

Depending on your transaction volume across all Buyers on the Ariba Network you will be automatically subscribed to a Supplier Membership Program Subscription. These subscriptions provide your organization access to many premium features and services that are exclusively available to members at these levels. The Premier, Enterprise, and Enterprise Plus levels provide ongoing technical electronic document support. To find out more go to:

http://www.ariba.com/assets/uploads/documents/Datasheets/SMP_Subscription_Datasheet.pdf.

To find out your Program Subscription, log on to <https://supplier.ariba.com>, click the Property Navigator toolbar on the upper right corner of the page and select **Service Subscriptions** in the drop down box.

Until subscribed to one of Ariba's support programs, limited assistance regarding account registration, access and configuration is available from Ariba:

By Web:

If you can log into your Ariba Network Account	If you cannot log into your account
<ul style="list-style-type: none"> • Login at http://supplier.ariba.com • Once logged in, click on the 'Help' link located on the upper right hand side of the page and choose <i>Help Center</i>. • Select Support located in the top right hand side of the page. • Options in the bottom right hand side of the page are Live Chat or By Phone. • An Online Service Request can also be submitted by selecting the "Start" button in the top center of the page. 	<ul style="list-style-type: none"> • Go to http://supplier.ariba.com • For login issues select the "Forgot Username" or "Forgot Password" links near the top of the page. • Fill out the web form and select the <i>Submit</i> button.

© 2015 SAP SE or an SAP affiliate company. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company.

SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. Please see <http://www.sap.com/corporate-en/legal/copyright/index.epx#trademark> for additional trademark information and notices. Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors.

National product specifications may vary.

These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP SE or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP SE or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.

In particular, SAP SE or its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation, and SAP SE's or its affiliated companies' strategy and possible future developments, products, and/or platform directions and functionality are all subject to change and may be changed by SAP SE or its affiliated companies at any time for any reason without notice.

The information in this document is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, which speak only as of their dates, and they should not be relied upon in making purchasing decisions.