



# Feature at a Glance

## Inventory Reservation in Guided Buying

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# Feature at a Glance

## Introducing: Inventory Reservation in Guided Buying

Ease of implementation  Low touch / simple  
Geographic relevance  Global

### Customer challenge

Currently buyers do not have visibility to stock on hand. Without this insight new products are being ordered via requisition or sourcing processes instead of from inventory stock; causing inventory to age out and inventory maintenance/storage cost to go up.

### Meet that challenge with

#### SAP Ariba

Guided buying now allows users to request items from inventory stocked by your organization, such as MRO (Maintenance, Repair, and Operations) items or items manufactured internally. Users see the available quantity of each item and can choose specific storage locations when ordering.

Requests for inventory items go through the regular approval flow and can be copied and saved as favorites. However, they can't be changed or edited after ordering.

### Experience key benefits

Buyers may now view catalog items currently maintained in inventory with latest stock availability. Purchasing items from stock will create an inventory reservation and facilitate follow on processes in ERP. If there is insufficient stock to complete the order, buyers can add items from suppliers as well, all within a single user experience.

This simplified process makes inventory items visible to end users and streamlines the process to reserve these stock items for use.

### Solution area

SAP Ariba Buying with the guided buying capability

SAP Ariba Buying and Invoicing with the guided buying capability

### Implementation information

This feature is automatically on for all customers with the applicable solutions but requires **customer configuration**.

### Prerequisites and Restrictions

Inventory items display no supplier or cost information.

Users may cancel inventory items after ordering, but may not change or edit them.

Users may not add inventory items to a change request; if users search the catalog for items to add to a change request, guided buying does not display any inventory items.

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## Configuration Process for Inventory Reservation in Guided Buying

The Inventory reservations functionality is available for only sites that are integrated with SAP ERPs.

The following SAP Ariba Procurement solutions tasks must be completed before you can enable this feature:

***Configure the SAP Ariba Cloud Integration Gateway to integrate catalog data from an SAP ERP to Ariba Network and to support checking the stock of inventory items and making reservations.***

**Enable the following site configuration parameters:**

- Application.Purchasing.EnableInventoryReservation
- Application.Catalog.IS.TenantConfig
- Application.Common.EnablePlantBasedDefaultingForSAP

**For more information about these parameters, see Intelligent Configuration Manager parameters reference.**

**Run the following data import tasks:**

- Import Plant to Purchase Organization Mapping data import task
- Import Plants Data data import task
- Import Storage Location data import task

**Set the guided buying parameter:**

**After meeting the above prerequisites, set the guided buying parameter named ENABLE\_INVENTORY\_RESERVATION.**

**On the guided buying home page, choose Admin.**

- In the Parameters section, click Manage parameters.
- In the Parameters settings table, click Change value next to the parameter named ENABLE\_INVENTORY\_RESERVATION.
- Enter true and click Change value.

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## Introducing: Inventory Reservation in Guided Buying – Search Results

When guided buying displays inventory items in the **Search results** page:

- They display the term "Inventory item."
- They display **Available qty** and they have a **Refresh** link that retrieves the latest quantity, which is useful for popular items. If there are multiple storage locations, guided buying displays the combined quantity.
- They display the **Plant** and **Storage location** (if there is more than one storage location, they display "Multiple"). Plant doesn't display if you have a plant selected in your profile or if you're buying on behalf of a plant.
- They display no supplier information.
- Instead of **Add to cart** button, there's a **Select** button, which selects the item, adds it to the cart, and reduces the quantity available to other users.
- You can refine search results by setting **In stock**, **Plant**, or **Storage location**.

The screenshot displays the SAP Arriba Guided Buying interface. At the top, the search bar contains the word "paper". Below the search bar, the page title is "Search Results". On the left side, there are several filter sections: "Refine catalog results by", "Type Name" (with "Business Card" selected), "Supplier" (with "Amazon Business US", "Guest Supply-TEST", and "Paper Products Worldwide" listed), "Manufacturer" (with "amazon business" and "napkin" listed), "Category" (with "Business Cards", "Miscellaneous Office Products", "Paper Napkins or Serviettes", and "Paper Napkins or Serviettes" listed), and "Keyword" (with "napkins", "necessary", "novelty", "number", and "pens" listed). The main content area shows a grid of search results. The first result is "Sanitary Napkins" with an image of a box, a checkmark icon, and the text "Internal Inventory Available qty: 5" and "Storage location: BLDG A". Below this is a blue "Select" button. Other results include "Paper - Legal", "Paper", "Scott Paper Towels", "Epson Signature Worthy Sample Pack", "3-1/8\" x 230\" THERMAL POS RECEIPT PRINTER ROLL PAPER BPA FR...", and "ILFORD". At the bottom, there is a "Shop by Supplier" section with "Preferred" buttons.

# Feature at a Glance

## Introducing: Inventory Reservation in Guided Buying – Item Details

When guided buying displays inventory items in the **Item details** page:

- They contain no supplier information or Lead Time.
- They display **Available qty** and a **Refresh** link.
- They display the **Storage location** if there's only one location. If there are multiple locations, they display **Which storage location is the item coming from?** which displays all storage locations, available quantities, and allows you to divide the requested quantity among each location. Each storage location you choose creates a separate line item in the request.
- They contain a control for setting the **Required by Date**. The date you select appears in the resulting request and it allows your inventory department to know when you need delivery of the items.
- You can click **Add to cart** to start a request or **Add to favorites** to save it to your personal favorites list.

The screenshot displays the SAP Guided Buying interface for 'Sanitary Napkins'. The page includes a product image, a description, and reservation options. The 'Reserve this item' section shows 5 units available in internal inventory and a table of available storage locations in the plant:

Storage Location	Available	Qty
BLDG B	3 available	Qty: 0
BLDG A	1 available	Qty: 0
BLDG C	1 available	Qty: 0

The 'Order this item' section shows a price of 2.99 USD / ea and availability in 10 days. The 'Product specification' and 'Inventory specification' sections are also visible at the bottom.

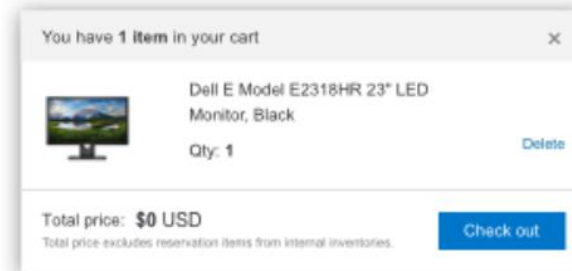
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# Introducing: Inventory Reservation in Guided Buying – Shopping Cart

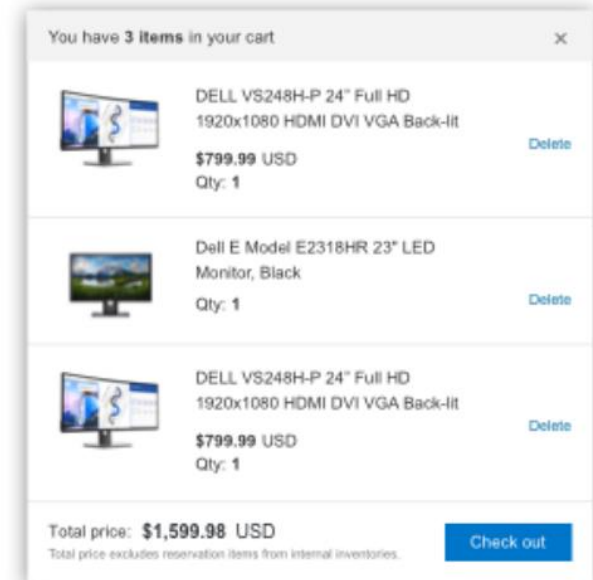
When guided buying displays inventory items in the **Shopping cart** page:

- They display the **Plant** (unless you selected a plant in your profile or are buying on behalf of a plant) and requested quantity. The quantity is not editable here.
- You can optionally divide the requested quantity among the available locations. Each storage location you choose creates a separate line item in the request.
- They display "Reserved items from inventory are not charged to your account." and zero cost for inventory items.

MRO item only



Catalog and MRO items





# Feature at a Glance

## Introducing: Inventory Reservation in Guided Buying – Checkout Page

When guided buying displays inventory items in the **Checkout** page:

- All additional inventory item information from the previous pages display in this page.
- Requests can contain both regular items and inventory items. Regular items display before inventory items.
- Each storage location chosen creates a separate line item in the request.
- Inventory items don't have a **Ship to** address or a cost.

The screenshot displays the SAP Guided Buying Checkout page for a request titled "Sanitary Napkins" (PR28003). The page is on behalf of Aakash Kothiya. It shows a summary of the request with a total cost of \$5,466.20 USD. The items list includes:

Item	Quantity	Price	Net Amount	Gross Amount	Reservation date
Sanitary Napkins (Plant: San Jose, CA; Storage: BLDG A)	5				01/01/2020
Dell Inspiron i3162-0003BLU 11.6-Inch HD Stratus IT	6	\$871.00 USD	\$5,266.00 USD	\$5,466.20 USD	
Dell E Modal E2318HR 23" LED Monitor, Black (Plant: San Jose, CA; Storage: BLDG C)	1				02/01/2020

The "Sanitary Napkins" item is highlighted with a black arrow pointing from the text "Inventory items don't have a Ship to address or a cost." in the list above. The page also includes a "Comments" section at the bottom with a text input field and a "Share with supplier" button.

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## Introducing: Inventory Reservation in Guided Buying – Request Details

When guided buying displays inventory items in the **Request details** page after ordering, you cannot change or edit them, but you can cancel them.

Guided buying displays the reservation number for the inventory items that was generated by the SAP ERP.

The screenshot shows the SAP Guided Buying interface. At the top, there is a dark blue header with the SAP logo, the text 'Guided Buying', a search bar containing 'Find goods and services', and navigation icons including a cart with '267' items and a user profile icon 'MH'. Below the header, a breadcrumb trail shows '< | Please provide a title \*'. To the right of the breadcrumb are two buttons: 'Submit' (highlighted with a red box and a red arrow) and 'Cancel'. The main content area is titled 'Maintenance request form' and includes a sub-header 'Use this form anytime you need to create and send a maintenance request to our maintenance ticketing system' with a help icon. The form contains several fields: 'Requester name \*' with a dropdown menu showing 'Mark Harris', 'Category' with the value '801415 - Market research', 'Request start date \*' with a date picker set to '01/04/2021', and 'Request end date \*' with a date picker set to '01/08/2021'. Below these are radio buttons for 'Type of request' with options: 'Facilities maintenance' (selected), 'Fleet maintenance', 'Electrical maintenance', and 'Mechanical maintenance'. At the bottom, there is a text input field labeled 'Describe your request'.

When a user clicks “Submit” this will initiate processing in the external system