

Internal

Integrated Trading Partner Transaction Guideline

May 2023



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# Version History

Table – Version History

This log is updated each time an update is made to this guide. The log identifies the version number, the date the version was completed, and a brief description of the changes.

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Date | Author | Description |
| 1.0 | 01/05/2020 | Dennis Sophia  SAP Ariba | Initial Version of Document |
| 1.1 | 22/05/2020 | Dennis Sophia  SAP Ariba | Updated cXML delta to include Service and Blanket PO and Invoice sample.  Removed “Propose change OC” cXML sample as CBH does not support this scenario.  Included “Backorder” OC cXML sample. |
| 1.2 | 29/05/2020 | Dennis Sophia  SAP Ariba | Updated cXML delta to include Header and Line Comments in PO sample.  Included note about Service and Blanket PO Invoice ID.  Also included note about PO cXML DTD version at header. |
| 1.3 | 15/06/2020 | Dennis Sophia  SAP Ariba | Updated cXML delta to include Invoice sample for GST Free Products. |
| 1.4 | 08 May 2023 | Ananth Kulkarni  SAP Ariba | No changes in the Customer requirement, transferred doc in new template. |

# Document Purpose and Uses

This document defines the scope of the project and documents various business and technical aspects that relate to trading partner integration.

The aim is to identify all possible integration requirements from both parties to facilitate a smooth and swift implementation.

Any exceptions and areas of concern are analyzed and documented prior to the beginning of the design phase.

Assumptions:

There will be a single primary point of contact with each Trading Partner for Project Management Activities.

It is assumed that assigned resources have the required skillset, appropriate system accesses, and availability to fulfill all responsibilities:

* Knowledge of business operations with customer
* Experienced developers

The success rate of the project highly depends on proper and timely identification of all business/transaction scenarios to be covered during testing. It is imperative for trading partners to work with their Buyer and SAP Business Network Integration resources to proactively identify any such cases and make sure they are documented and validated through testing.

# Detailed Specifications and Requirements

## Project Scope

The following information outlines the requirements unique to this buyer’s procurement environment, as detailed in the Excel Transactions Samples Requirements. Not all required elements outlined in the DTD are represented in this guide, as this is meant to only highlight information that is important to your Buyer.

CBH GROUP Prod ANID: AN01453231841

CBH GROUP Test ANID: AN01453231841-T

**Required Transactions**

* Purchase Order
* Order Confirmation
* Invoice

**Optional Transactions**

none

**Out of Scope Transactions**

* Ship Notice

## Purchase Order Details

The following information outlines the Purchase Order requirements unique to this buyer’s procurement environment, as detailed in the Excel Transactions Samples Requirements. Not all required elements outlined in the DTD are represented in this guide, as this is meant to only highlight information that is important to your Buyer.

Table 2 – Purchase Order Types Supported vs Not Supported

|  |  |
| --- | --- |
| Purchase Order Types | Required / Optional / Out of Scope |
| New POs | Required |
| Change/cancel POs | Required |
| Non-catalog POs | Out of Scope |
| POs with attachments | Out of Scope |
| Blanket POs (BPO’s) | Required |
| Service POs | Required |

**Ship To Address**

* PO will send Ship To address at header level

**Advanced Price Details**

* NOTE: Unit prices can sometimes be expressed per X value within the advanced pricing details

## Order Confirmation Details

The following information outlines the Order Confirmation requirements unique to this buyer’s procurement environment, as detailed in the Excel Transactions Samples Requirements. Not all required elements outlined in the DTD are represented in this guide, as this is meant to only highlight information that is important to your Buyer.

* Order confirmations are mandatory,
* Supported methods of providing order confirmations are:
  + cXML
  + Online

## Invoice Details

The following information outlines the Invoice requirements unique to this buyer’s procurement environment, as detailed in the Excel Transactions Samples Requirements. Not all required elements outlined in the DTD are represented in this guide, as this is meant to only highlight information that is important to your Buyer.

Table 3 – Invoice Types Supported vs Not Supported

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

**Tax Requirements**

* Tax is supported at the line level or summary level or both.
* A summary tax amount is required on all invoices even if the amount is zero dollars.
* Tax percentage rate and amount **MUST** be ‘0’ for GST Free Products.

<Tax>  
 <Money currency = "AUD">**0**</Money>  
 <Description xml:lang = "EN"/>  
 <TaxDetail category = "**gst**" percentageRate = "**0**">  
 <TaxableAmount>  
 <Money currency = "AUD">930</Money>  
 </TaxableAmount>  
 <TaxAmount>  
 <Money currency = "AUD">**0**</Money>  
 </TaxAmount>  
 </TaxDetail>  
</Tax>

**VAT Requirements**

* VAT ID (ABN) of CBH GROUP and supplier are required on the Invoice

**Line Level Validation**

* The following line level data cannot be changed from Purchase Order to Invoice <include those that apply>
  + Currency for Unit Price
  + Unit Price
  + Unit of Measure
  + Item Quantity Overage
  + Part Number

# Supplemental Documentation

This document contains Buyer specific information regarding transaction requirements. Information in this document does **NOT** cover the complete technical aspects of integrating with the SAP Business Network.

Below are several sections for supplemental documentation to be used with this document for cXML, EDI D96A/X12, or PIDX transaction formats. Only refer to the section that pertains to the format your organization will be sending or receiving.

## SAP Help Portal

SAP maintains a complete and rich documentation library with Administration and How To Guides. At the [SAP Help Portal](https://help.sap.com/docs/), you can find the information you need to administer and provision our products. All guides within our Help Library are available for downloading and accessible by entering the document you are looking for in the search bar.

Below are some helpful shortcuts to guidelines you might find beneficial:

[cXML Solutions Guide](https://help.sap.com/docs/ARIBA_NETWORK/11ee0faf55c74bf49379485c2ca588a9/dd97df0ea699431d96dfd47ea0a553a0.html)

[cXML User’s Guide](https://cxml.org/downloads.html)

[SAP Business Network Guide to Invoicing](https://help.sap.com/docs/ARIBA_NETWORK/d0837e988978469ab79e35634c89480b/97f11d64acaf434da2b1819165b70874.html)

## cXML Supplemental Documentation

Trading Partners who wish to use cXML for transacting with the SAP Business Network must

1. Support a **DTD (document type definition) validation tool** internally and download the DTDs for all supported transactions at <http://cxml.org>
2. Support **HTTPS** protocol, not HTTP
3. Review the **cXML Solutions Guide** and **cXML User’s Guide**

## EDI D96A/X12 Supplemental Documentation

Trading Partners who wish to use EDI for transacting with the SAP Business Network can download the guides from [EDI Trading Partner Guides](https://integration.ariba.com/#/resources)

## PIDX Supplemental Documentation

Trading Partners who wish to use PIDX for transacting with the SAP Business Network can download the supplemental information from [PIDX Trading Partner Guides](https://integration.ariba.com/#/resources)

# SAP Business Network Customer Support for Trading Partners

## Post Go Live Support

**Supplier Integrators** provide two weeks support of Post Go Live starting with the first transaction in **Production**. After the two-week period, a **Service Request** should be created for any assistance.

## SAP Help Center

At **SAP**, our goal is to empower Suppliers with the information and tools they need to seamlessly navigate through **SAP Business Network Solutions**. You can find the answers you need about SAP Business Network products in the **SAP Help Center**. You can also contact **SAP Support** directly through the **Help Center**, when necessary.

### Accessing the SAP Help Center

[Sign into your account](https://service.ariba.com/) and look to the right-hand side of your screen  to view the **Help Center panel**. If the panel collapses and you cannot see any articles, click  icon to expand.

### Using the SAP Help Center

The Help Center is the first place to start if you have questions about any **SAP** **Business Network Solution.**

Watch this short[Tutorial](https://sapvideoa35699dc5.hana.ondemand.com/?entry_id=1_j6gwv8ex)on how to navigate **SAP Help Center to:**

* Find informational documents and FAQs created and curated by support or product documentation from [SAP Help Portal](https://help.sap.com/docs/)
* Find information on new releases, upcoming webcasts, and events, as well as easy access to Supplier Release Readiness Portal.
* Contact us to submit a case for support.