



# Feature at a glance

## Integrating SAP Ariba contracts with SAP Fieldglass (SC16976)

Target GA: August 2023

# Integrating SAP Ariba contracts with SAP Fieldglass

## Description

- Buyers using SAP Ariba Contracts or SAP Strategic Sourcing Suite in Suite-integrated solutions can choose to integrate their SAP Ariba Contracts instance with SAP Fieldglass to manage their services procurement processes. SAP Fieldglass offers a platform to enable buyers to find and connect with external service providers or suppliers and engage with them to procure and manage services such as contingent workforce, consulting, marketing, and so on.
- These services are centered around a Statement of Work (SOW) –based model where buyers can establish a service contract with service providers for accomplishing a project within a stipulated timeframe.

## Customer benefit

- The Open API-based integration between SAP Ariba Contracts and SAP Fieldglass brings several improvements over the existing method using webservice. Key benefits are:
  - Process Optimization** by allowing to specify the contracts to be integrated with SAP Fieldglass through a standard field.
  - Smooth navigation** from Ariba Contract Workspace to Fieldglass SOW via deep link.
  - Ensure data consistency** with a robust and secure data transfer between SAP Ariba Contracts and SAP Fieldglass.
  - Additional capability** to transfer the Main Agreement document authored in SAP Ariba Contracts to SAP Fieldglass.
  - Ability to track spend** in Fieldglass against a contract in SAP Ariba Contracts.

## User

- Contract Manager / External Labor Buyer
- Operational Buyer or External Labor

## Enablement model

- Customer configured

## Applicable solutions:

- SAP Ariba Contracts
- SAP Fieldglass
- SAP Strategic Sourcing Suite
- SAP Source-to-Contract Suite
- SAP Ariba Procurement solutions

# Prerequisites

Your administrator must enable the following ICM parameters:

- Enable SAP Ariba Contracts Integration with SAP Fieldglass (ID: Application.ACM.FieldglassIntegration).
- Enable SAP Ariba Contracts Integration with External Systems (ID: Application.ACM.IntendedIntegrateToSystem).

# Prerequisites

The following prerequisites must be fulfilled in SAP Ariba Contracts before you begin with the integration process:

- You must have a valid license for SAP Ariba Contracts or SAP Strategic Sourcing Suite.
- You must have a valid license for SAP Fieldglass.
- You must have a valid license for the SAP Source to Contract Suite.
- You must have the Combined Spend feature enabled.
- You must have the SAP Procurement solution integrated with SAP Fieldglass. For more information, see [SAP Fieldglass and SAP Ariba Procurement Solutions Integration: Prerequisites](#).
- Set up the user profiles. For creating and setting up user profiles, see [Adding Users](#).
- You must be the contract owner (Primary Owner) or a user who has been granted permission by the contract owner (Secondary Owner) to access SAP Fieldglass.
- Define the commodity codes to associate them with supplier organizations. For more information about managing commodity codes, see [Commodity Code Management](#).
- To enable SAP Fieldglass to create contract workspaces in SAP Ariba Contracts, you must create a single contract workspace template in SAP Ariba Contracts and replicate the template in SAP Fieldglass.
- SAP Fieldglass stores the ID of the template that you create in SAP Ariba Contracts. Any changes made to the template will generate a new template ID, which must be updated in SAP Fieldglass.
- Ensure that you have implemented the following SAP Ariba APIs to enable communication between SAP Fieldglass and SAP Ariba Contracts. These APIs are available on the [SAP Developer Portal](#): [Project Document Management API](#), [Contract Workspace Management APIs](#), [Contract Compliance API](#).

# Restrictions - 1

The following restrictions are applicable when you integrate SAP Ariba Contracts with SAP Fieldglass:

As a buyer, when working in SAP Ariba Contracts:

- You can only create contract workspaces of type procurement to integrate with SAP Fieldglass.
- Your site must not be configured to support the next gen UI for Contract Line Items Documents (CLID).
- You can setup existing contract workspaces to integrate with SAP Fieldglass. However, the previous versions of a contract workspace, if any, will not be synced with SAP Fieldglass when the contract workspace is published. Only the current version and the subsequent versions of the contract workspace are synced.
- After setting up a contract workspace to integrate with SAP Fieldglass by configuring the Integrate With field, you must not change or reset the value in the subsequent versions of the contract workspace. Doing so will result in a disconnection between the contract workspace in SAP Ariba Contracts and the corresponding SOW request in SAP Fieldglass, and the scheduled job in SAP Fieldglass will not fetch the contract workspace details for syncing data.
- You must not select Auto Renew or Perpetual term types while creating a contract workspace to integrate with SAP Fieldglass.
- You must not add pricing conditions to the contract workspace.
- You must not add hierarchical service line items to the contract terms document of the contract workspace.
- You must only add public suppliers to the contract workspace.
- (Applicable to Suite-integrated customers) You must ensure that the tasks for creating a Purchase Request and Purchase Orders are initiated through SAP Fieldglass and not through Contract Compliance (ACC).
- For data sync to happen seamlessly, you must ensure that the updates originate from the source system to the target system.

## Restrictions - 2

- When you publish a contract workspace after making an amendment, SAP Fieldglass receives updates only to specific fields, which are as follows:

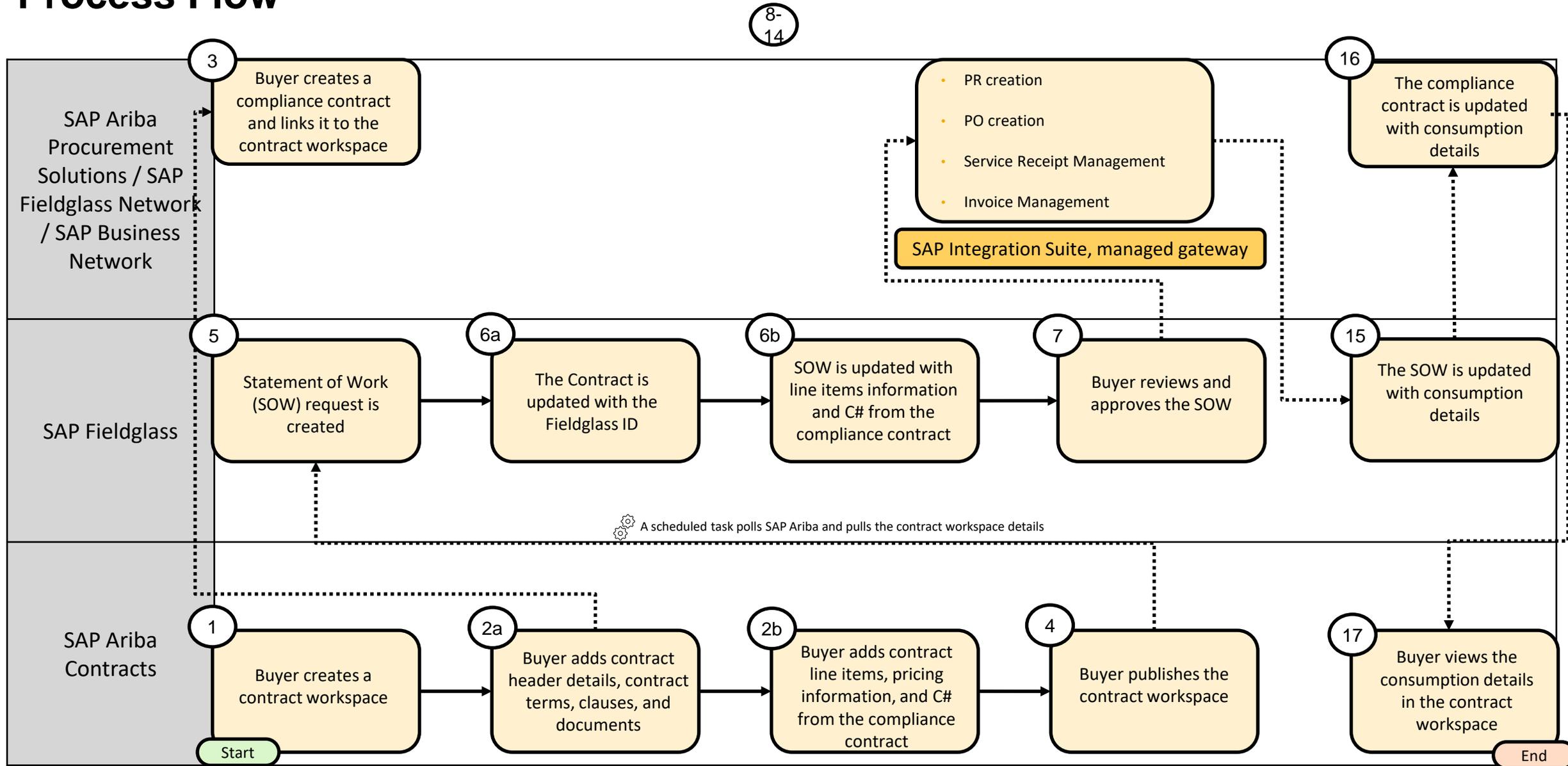
<b>Buyer Reference</b>	<b>Unit</b>
<b>Creator Username</b>	<b>Name</b>
<b>External SOW ID</b>	<b>External Line Item Sequence</b>
<b>Ariba CID</b>	<b>Currency</b>
<b>Do Not Exceed Amount</b>	<b>Buyer Contract ID</b>
<b>Maximum Budget</b>	<b>Classification Code</b>
<b>Maximum Units</b>	<b>Cost Center Code</b>
<b>Name</b>	<b>Business Unit Code</b>
<b>Description</b>	<b>Limit Type</b>
<b>Owner Username</b>	<b>Site Code</b>
<b>Rate</b>	<b>GL Account</b>

- All other updates, including updates made to fields such as the contract title, are not synced.

# Feature details

- You can create a Standalone Agreement Contract in SAP Ariba Contracts
- You can create a Master Agreement Contract created in SAP Ariba Contracts and Sub Agreement Contract in SAP Fieldglass
- You can create a Master Agreement Contract and Sub Agreement Contract in SAP Ariba Contracts
  
- Tip:
  - The template must not contain any tasks as all the required tasks are managed in SAP Fieldglass.
  - SAP Fieldglass stores the ID of the template that you create in SAP Ariba Contracts. Any changes made to the template will generate a new template ID, which must be updated in SAP Fieldglass.

# Process Flow



Screenshots for the key steps from this process flow diagram are in the next 3 slides

# Screenshots - 1

Step 1: Additional field in ACW allows the user to indicate the system to integrate with when creating a new Contract for an SOW

Copy from Contract: (no value) ▾

Test Project: \*  Yes  No ⓘ

Integrate With: (no value) ▾ ⓘ

Base Language: SAP Fieldglass  
🔍 Search more

Hierarchical Type: Standard Agreement ▾

Supplier: (no value) ▾ ⓘ

Affected Parties: (no value) ▾ ⓘ

Agreement Date:  📅

Term Type: \* Fixed ▾ ⓘ

Effective Date: \*  📅

Expiration Date:  📅

## Step 3: Create Compliance Contract

If a discount applies to this item, select the discount type and enter the appropriate value. To apply multiple discount rates, select tiered pricing. Discounts may default from a sourcing event.

Discount:  None

Discount Percent:

Tiered Pricing: [Define Tiers](#)

Term Based Pricing: [Define Terms](#)

### Accounting

The account and department to be charged for orders that contain this item, and split accounting across multiple accounts and departments. Accounting values may default from a sourcing event.

Account Assignment: K (Cost center) ▾

Bill To: 3000 (New York) ▾

GL Account: (no value) ▾

Cost Center: 000000010046 (Service Order Asset 1) ▾

Internal Order: (no value) ▾

[Fill Values](#) [Clear Values and Splits](#) [Split Accounting](#)

# Screenshots - 2

Step 5: A scheduled job preconfigured on SAP Fieldglass polls SAP Ariba Contracts at a regular interval to fetch the details of the published contract workspace and create a Statement of Work (SOW) request.

The screenshot shows the SAP Fieldglass interface for a Statement of Work (SOW) request. The header includes 'SAP Fieldglass QA Mode' and a search bar. The main content area displays the SOW ID 'ss fg 29052023 01' with buttons for 'Approve', 'Reject', and 'Actions'. Below this, there is a progress indicator and a table with columns: Progress, Status, Next Step, Statement of Work ID, and Period. The table contains one row with values: Response Pending Approval, Need to approve, ARBTTQ00001305, and 05/29/2023 to 06/30/2023. The supplier is listed as 'SW Solutions(SWSN)'. At the bottom, there are tabs for 'Summary', 'Details', 'Activity Items', 'Characteristics', 'Approvals / Audit Trail', and 'Related'.

Step 6a: The Contract is updated with the Fieldglass ID

The screenshot shows the contract details page in SAP Fieldglass. It displays 'Affected Parties: Automation Test Inc NwcyH...' with a 'View more' link. Below this, it shows 'Agreement Date:', 'Process Status:', and 'Integrate With: SAP Fieldglass'. A section titled 'Integrated Systems' contains a table with the following data:

System Name ↑	Type	External ID	Status
SAP Fieldglass	Agreement	ARBTTQ00001309	Submitted

Step 8: Service Request is created

The screenshot shows the SAP Fieldglass interface for a Service Request. The header includes 'SAP Fieldglass QA Mode' and a search bar. The main content area displays the Service Request ID 'Service Request 062101'. Below this, there is a table with columns: Status, Next Step, Statement of Work ID, Period, and Buyer. The table contains one row with values: Response Rejected, Buyer can resubmit, ARBTTQ00001326, 2023-06-05 to 2023-07-31, and Ariba Test 2. At the bottom, there are tabs for 'Details', 'Activity Items', 'Characteristics', and 'Related'. Below the tabs, there are two sections: 'Accounting (USD)' and 'Statement of Work Details'. The 'Accounting (USD)' section shows 'Maximum Budget' as 1,000.00 and 'Spend to Date' as 0.00. The 'Statement of Work Details' section shows 'Buyer Reference' and 'Supplier Reference'.

Step 8: PR reflected in the Ariba Buying and Invoicing

The screenshot shows the SAP Ariba Buying and Invoicing interface for a Purchase Request (PR). The header includes 'SAP' and a search bar. The main content area displays the PR ID 'PR957 - Test\_1373\_002' with a 'Status: Submitted' label. Below this, there are buttons for 'Copy', 'Withdraw', 'Edit', and 'Print'. A section titled 'Summary' contains a table with the following data:

Item	Quantity	Amount
JCN Technologie... (1)	1	\$20,000.0000 USD
Taxes		\$1,200.0000 USD
<b>Total (2 Items)</b>		<b>\$21,200.0000 USD</b>

# Screenshots - 3

Step 16: The compliance contract is updated with consumption details

Contract Workspace (Procurement)

Tasker: incomplete Tasker 2

Overview Documents Tasks Team Message Board History Spend

### Summary

Contract Amount: \$3,000.00 USD      Contract Max: \$0.00 USD      Spend: \$259.60 USD [Details](#)      Total Spend: \$259.60 USD [Details](#)

The table is limited to displaying 100 lines. To see more information, search for Order, Receipt, or Invoice in your SAP Ariba Procurement solution.

▼ [Transactions against Contract](#) ⓘ

### Orders against Contract

Unique Name ↓	Name	Status	Total Cost	Supplier	Approved Date
C564-R3	PR from Acc 2	Received	\$63.60 USD	p2p_fg_Supplier	Wed, 17 May, 2023
C564-R2	PR from ACC	Ordered	\$106.00 USD	p2p_fg_Supplier	Tue, 16 May, 2023
C564-R1	ss fg 08052023 01	Serviced	\$90.00 USD	p2p fg Supplier	Thu, 11 May, 2023

# User story

1. A buyer creates a contract workspace (procurement) in SAP Ariba Contracts and configures it to integrate with SAP Fieldglass.
2. Complete Details
  - a. The buyer creates contract terms and links the contract workspace to contract compliance.
  - b. The buyer adds contract header details, clauses, pricing information, line items, and other contract information to the contract workspace in SAP Ariba Contracts.
3. The buyer creates the related Compliance Contract
4. The buyer publishes the contract workspace.
5. A scheduled job preconfigured on SAP Fieldglass polls SAP Ariba Contracts at a regular interval to fetch the details of the published contract workspace and create a Statement of Work (SOW) request.
6. SOW Update
  - a. The Fieldglass ID is included in the ACW
  - b. The SOW is updated with line items information and details from the associated Ariba Compliance Contract.
7. The buyer reviews and approves the SOW request.
8. Service Request is created automatically in Fieldglass. The SOW in SAP Fieldglass and the contract workspace in SAP Ariba Contracts are updated with the PR number and status information.
9. The buyer reviews the PR details and creates a Purchase Order (PO) in SAP Ariba Buying and Invoicing. The SOW in SAP Fieldglass and the contract workspace in SAP Ariba Contracts are updated with the PO information.
10. The buyer releases the contract to the preferred supplier from SAP Fieldglass.
11. The supplier creates a service receipt for the contract through the SAP Fieldglass Network.
12. The buyer reviews and approves the service receipt and creates a Service Entry Sheet (SES) in SAP Business Network.
13. The buyer creates an invoice in SAP Buying and Invoicing.
14. After the invoice is reconciled, the buyer initiates the payment process.
15. The SOW is updated with consumption details
16. The compliance contract is updated with consumption details
17. Buyer views the consumption details in the contract workspace

# Thank you.



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