

SAP Ariba



COMMERCE AUTOMATION

**Goods & Service Procurement Process with S/4H
Integration**

Invoice Creation

Purchase order status get changed to serviced , post that Vendor can process for the Invoice submission through Create invoice tab

Ariba Network Supplier x


SAP Business Network Standard Account Get enterprise account TEST MODE

Purchase Order: 6400000219 Done

Create Order Confirmation Create Ship Notice Create Service Sheet **Create Invoice**

Create an invoice against the purchase order

Order Detail Order History

 **From:** Customer
Vodafone Idea Limited
10th Floor, Birla Centurion, Century Mil
Mumbai
Maharashtra 400030
India
Phone:
Fax:

To: Ariba Test VIL Supplier 2

Purchase Order
(Partially Serviced)
6400000219
Amount: 3,000.06 INR
Version: 1

Payment Terms ⓘ
N036 - 100% in 30 days from date of Invoice.

Contact Information
Supplier Address

Routing Status: Acknowledged
External Document Type: Capex Non-NW Ser PO (0074)
Related Documents: [SES6400000219](#)
[OC6400000219](#)

Other Information
Company Code: 1000
Purchase Group: 04Y
Purchase Organization: 1000
[View more >>](#)

Select standard Invoice tab


The screenshot shows the SAP Business Network interface for a Purchase Order (PO) with ID 6400000219. The 'Create Invoice' button is highlighted with a red box, and its dropdown menu is open, showing 'Standard Invoice' as the selected option. The interface includes a header with 'SAP Business Network', 'Standard Account', and 'TEST MODE'. The main content area displays the PO details, including the customer 'Vodafone Idea Limited' and the supplier 'Ariba Test VIL Supplier 2'. The 'Create Invoice' dropdown menu options are: 'Standard Invoice', 'Line-Item Credit Memo', and 'Line-Item Debit Memo'. The 'Standard Invoice' option is highlighted in blue.

Purchase Order: 6400000219 Done

Create Order Confirmation ▼ Create Ship Notice Create Service Sheet **Create Invoice ▼**

Standard Invoice
Line-Item Credit Memo
Line-Item Debit Memo

Order Detail **Order History**

 **From:**
Customer
Vodafone Idea Limited
10th Floor, Birla Centurion, Century Mil
Mumbai
Maharashtra 400030
India
Phone:
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To:
Ariba Test VIL Supplier 2

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Contact Information
Supplier Address

Routing Status: Acknowledged
External Document Type: Capex Non-NW Ser PO (0074)
Related Documents: [SE5640000219](#)
[OC6400000219](#)

Other Information
Company Code: 1000
Purchase Group: 04Y
Purchase Organization: 1000
[View more »](#)

<https://service.ariba.com/Supplier.aw/109549052/aw?awh=r&awssk=XG6OX8cB&dard=1#>

Update Invoice Number , Invoice date and service description

Ariba Network Supplier x

SAP Business Network Standard Account **Get enterprise account** TEST MODE

Create Invoice Update Save Exit Next

Invoice Header * Indicates required field Add to Header

Summary

Purchase Order: 6400000219

Invoice #: INV6400000219

Invoice Date: 5 Aug 2023

Service Description: Need To Mention Service Description

Supplier Tax ID:

Remit To: Ariba Test VIL Supplier 2

Bill To: **Vodafone Idea Limited**

Mumbai
Maharashtra
India

Subtotal: 500.02 INR
Total Tax: 0.00 INR
Total Gross Amount: 500.02 INR
Total Net Amount: 500.02 INR
Amount Due: 500.02 INR

[View/Edit Addresses](#)

Shipping Header level shipping Line level shipping

Update Service start date, end date

Note : there are various fields available , if you wish then you may update the details

The screenshot shows a web browser window with the title 'Ariba Network Supplier'. The main content area is enclosed in a red border and contains the following sections:

- Shipping**
 - Radio buttons for 'Header level shipping' (selected) and 'Line level shipping'.
 - Ship From: **Ariba Test VIL Supplier 2**
 - Ship To: **NLD-UPW-NON NSS-Zonal Office**
MEERUT
Uttar Pradesh
India
 - Deliver To:
 - [View/Edit Addresses](#)
- Additional Fields**
 - Supplier Account ID #:
 - Customer Reference:
 - Supplier Reference:
 - Payment Note:
 - Supplier: **Ariba Test VIL Supplier 2**
 - Service Start Date:
 - Service End Date:
 - Customer: **Vodafone Idea Limited**
Mumbai
IN-MH
India
 - Email:
 - [View/Edit Addresses](#)
- Bill From: **Ariba Test VIL Supplier 2**
- [View/Edit Addresses](#)
- Customer VAT**

Upload the Invoice and other supporting document -> Select the file from choose file tab -> once file is selected click on add attachment, you can view the list of files attached in the system , you can delete the attachment by selecting checkbox -> click on remove incase wrong document is uploaded

Bill From: **Ariba Test VIL Supplier 2**

Customer VAT

Customer VAT/Tax ID: 09AAACB2100P3ZT

Please ensure Invoice attachment filenames are prefixed with "INV_"

Ensure Supporting document attachment filenames are prefixed with "SUPP_"

***Attachments**

The total size of all attachments cannot exceed 100MB

Choose File No file chosen Add Attachment

Name	Size (bytes)	Content Type
<input type="checkbox"/> INV_1234.pdf	264934	application/pdf
<input type="checkbox"/> SUPP_Supporting.pdf	268182	application/pdf

Delete

Ensure, Invoice file should be prefixed with INV_

Review the line item wise details before final submission

Ariba Network Supplier

<input type="checkbox"/>	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
▼	00010			Test					
<input type="checkbox"/>	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
<input type="checkbox"/>	<input checked="" type="checkbox"/>	SERVICE		Field Support	00000000204034942	10	EA	10 INR	100.00 INR
Service Sheet Details		Service Sheet #: SES6400000219			Service Line No.: 1				
Pricing Details		Price Unit: EA Unit Conversion: 1			Price Unit Quantity: 1.000 Description:				
		Domain: UNSPSC	Code: CB116		Remove				
Classification		Domain: ERPCommodityCode	Code: CB116		Remove				
		Domain: ERPCommodityCodeDescription	Code: IT/Customer Facing S		Remove				
<input type="checkbox"/>	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
<input type="checkbox"/>	<input checked="" type="checkbox"/>	SERVICE		Field Support	00000000204034942	2	EA	0.01 INR	0.02 INR
Service Sheet Details		Service Sheet #: SES6400000219			Service Line No.: 2				
Pricing Details		Price Unit: EA Unit Conversion: 1			Price Unit Quantity: 1.000 Description:				
					Remove				

Pricing Details

Price Unit: EA
Unit Conversion: 1

Price Unit Quantity: 1.000
Description:

Domain: UNSPSC Code: CB116 [Remove](#)

Classification

Domain: ERPCommodityCode Code: CB116 [Remove](#)

Domain: ERPCommodityCodeDescription Code: IT/Customer Facing S [Remove](#)

	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
<input type="checkbox"/>	<input checked="" type="checkbox"/>	SERVICE		Services Project Management & TI	00000000304101533	20	EA	20 INR	400.00 INR

Service Sheet Details

Service Sheet #: SES6400000219

Service Line No.: 3

Pricing Details

Price Unit: EA
Unit Conversion: 1

Price Unit Quantity: 1.000
Description:

Domain: UNSPSC Code: CA209 [Remove](#)

Classification

Domain: ERPCommodityCode Code: CA209 [Remove](#)

Domain: ERPCommodityCodeDescription Code: NW/Support Contract [Remove](#)

Confirm and submit this document. It will be electronically signed according to the countries of origin and destination of invoice. The document's originating country is:India. The document's destination country is:India.
If you want your invoices to be stored in the Ariba long term document archiving, you can subscribe to an archiving service. Note that you will also be able to archive old invoices once you subscribe to the archiving service.

Standard Invoice

Invoice Number: INV6400000219
Invoice Date: Saturday 5 Aug 2023 1:12 PM GMT+05:30
Original Purchase Order: 6400000219

Subtotal:	500.02 INR
Total Tax:	0.00 INR
Total Gross Amount:	500.02 INR
Total Net Amount:	500.02 INR
Amount Due:	500.02 INR

REMIT TO:

Ariba Test VIL Supplier 2

BILL TO:

Vodafone Idea Limited

Postal Address:
10th Floor, Birla Centurion, Century Mil
Mumbai
IN-MH 400030
India
Address ID: 1000

SUPPLIER:

Ariba Test VIL Supplier 2

BILL FROM:

Ariba Test VIL Supplier 2

CUSTOMER:

Vodafone Idea Limited

Postal Address:
10th Floor, Birla Centurion, Century Mil
Mumbai
IN-MH 400030
India
Address ID: 1000

Line No.	Line Ref No.	Type	Part No. / Description	Customer Part No.	Qty / Unit	Unit Price	Sub Total
00010		Test					
1	00010.10	SERVICE	Field Support	000000000204034942	10 / (EA)	10 INR	100.00 INR

DETAILS

Auxiliary Part ID:
 Manufacturer Part No.:
 Manufacturer Name:
 Country of Origin:
 Service Sheet No. SES6400000219
 Classification Domain: UNSPSC
 Service Classification: CB116
 Classification Domain: ERPCommodityCode
 Service Classification: CB116
 Classification Domain: ERPCommodityCodeDescription
 Service Classification: IT/Customer Facing S
 Additional Information:
 10

Subtotal: 100.00 INR
 Gross Amount: 100.00 INR
 Net Amount: 100.00 INR

Line No.	Line Ref No.	Type	Part No. / Description	Customer Part No.	Qty / Unit	Unit Price	Sub Total
2	00010.20	SERVICE	Field Support	000000000204034942	2 / (EA)	0.01 INR	0.02 INR

DETAILS

Auxiliary Part ID:
 Manufacturer Part No.:

If details are ok then click on submit for final Invoice submission

The screenshot shows the SAP Business Network interface for invoice submission. A red box highlights the central confirmation message and the 'Submit' button at the bottom right.

Confirmation Message:

Invoice INV640000219 has been submitted.

- Print a copy of the invoice.
- Exit invoice creation.

Summary Totals:

Subtotal:	400.00 INR
Gross Amount:	400.00 INR
Net Amount:	400.00 INR

Subtotal:	500.02 INR
Total Tax:	0.00 INR
Total Gross Amount:	500.02 INR
Total Net Amount:	500.02 INR
Amount Due:	500.02 INR

Attachments:

Name	Content Type
INV_1234.pdf	application/pdf
SUPP_Supporting.pdf	application/pdf

Navigation Buttons: Previous, Save, **Submit**, Exit

Thank You

