

**Integrated Seller Transaction Guideline**

Feb 2023 – V1.0

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# 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.

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| --- | --- | --- | --- |
| Version | Date | Author | Description |
| 0.1 DRAFT | 2/10/23 | SAP Ariba | Initial Version of Document |
| 1.1 | 10/30/25 | Keith Gelini | Updated ASN Requirements |

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# J. R. Simplot Mapping Requirements and Deltas

**Guideline Status**

This version of the J. R. Simplot transaction guidelines is a *draft* version to be used in the initial development and go-live with pilot suppliers.

**Deltas**

In the following excel workbooks you will find baseline cXML and EDI transactions accepted by the Ariba Network with the additional requirements for J. R. Simplot noted in **red.**

**cXML Delta:** **EDI Delta**:

The following is a summary of the requirements that are unique to J. R. Simplot’s procurement environment, as detailed in the Excel Delta’s document.

**Purchase Order Specifics (Tabs 1)**

* **Payment terms** will be sent on all POs
* **Ship To Address**
  + PO will include Ship To address at the header level with Ship To address IDs
  + Deliver To information will be included in the Ship To
  + Adhoc Ship To(s) may be sent and are identified with address ID prefix “AD”
* **Bill To Address**
  + PO will include Bill To address at the header level with Bill To address ID *(J. R. Simplot has only 1 Bill To)*
* **Item Identifiers** may include the following:
  + Supplier Part ID will be sent for Catalog Items
* **Terms & Conditions** 
  + T&C’s are sent as with minimal text and URL in the Comments section of the PO.

**Order Confirmation Specifics (Tab 2)**

* Delivery Dates are required
* Estimated Shipping Date is required and can be sent at the line-item level
* When rejecting an order or line, if possible, include comments indicating the reason for the reject.

**Ship Notice Specifics (Tab 3)**

* Estimated Shipping Date or Actual Shipping Date is required and can be sent at the line-item level
* Delivery Dates are optional
* Carrier name & tracking number are required

# J. R. Simplot Detailed Specifications and Requirements

## Scope

J. R. Simplot Prod ANID: AN11123002198

J. R. Simplot Test ANID: AN11123002198-T

Transactions In Scope for J.R.

* Purchase Order
* Non-Catalog Orders – only for suppliers also using Collaboration with Simplot
* Order Confirmation
* Ship Notice

Transactions *Not* in Scope

* Cancel Orders, Change Orders
* Blanket Orders, Service Orders

*Note: J.R. Simplot is expecting invoices to be sent via EDI directly to J.R. Simplot, not through Ariba Network*

**Transaction Validation Rules**

Please note: J. R. Simplot has configured 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**

## Purchase Order Rules

* **Catalog Orders** – orders with Supplier Part ID will be sent where the supplier has provided a catalog.

## Order Confirmation Rules

J. R. Simplotrequires Order Confirmation. Supported methods of providing them are:

* + cXML
  + EDI
  + Online

For Order Confirmations, you can

* Confirm Entire Order
* Reject Line Items – suppliers should provide a reason when rejecting; J. R. Simplot request that suppliers send rejections at the line item level

Additional Order Confirmation Rules:

* A notification will be sent 5 days after the order is sent as an automatic reminder to submit an order confirmation
* Suppliers are not allowed to reject an entire order
* Suppliers are not allowed to increase item quantities on order confirmations
* Suppliers are not allowed to change currency for unit price on confirmations
* Suppliers are not allowed to change the supplier part ID and auxiliary part ID
* Suppliers are not allowed to edit estimated shipping dates, delivery dates, and quantities
* Suppliers can send attachments with order confirmations

## Ship Notice Details

J. R. Simplotrequires Advanced Ship Notices. Supported methods of providing them are:

* + cXML
  + EDI
  + Online

Additional Ship Notice Rules:

* Suppliers can send attachments with ship notices
* Delivery and Transport information can be sent on ship notices
* Zero-quantity line items cannot be sent in ship notices
* Suppliers cannot increase quantities on ship notices

# Supplemental Documentation

This document contains J. R. Simplotspecific 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 with 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](http://cxml.org/) Download [InvoiceDetail.zip](http://xml.cxml.org/current/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>

1. Select **Help Center >>**
2. Select **Documentation**
3. 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 supplementation EDI documentation, proceed to step 5.

1. 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 J. R. Simplot suppliers. SI support is available during the test phase and two weeks post-go live with J. R. Simplot, 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 J. R. Simplot 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** |
| * Login at [http://supplier.ariba.com](http://supplier.ariba.com/) * Once logged in, click on the *‘Help*’ link located on the upper right hand side of the page and choose *Help Center.* * 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. | * Go to [http://supplier.ariba.com](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 *Submit* button. |