Digitalizing Procurement for Midsize Companies: The First Step in Doing More with Less
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Summary
The SAP® Ariba® Snap program enables you to take control of spending and to enforce compliance. Its preconfigured spend categories, embedded procurement policies, business rules, and approval workflows increase your control. Backed by decades of SAP experience in procurement, SAP Ariba Snap provides support for best practices with intuitive deployment and administration plus ready adoptability. Designed specifically for midsize companies, it is packaged and priced to fit your business and scale as you grow.

Objectives
- Use role-based dashboards that deliver better insights into organizational spend in real time
- Reduce cycle times and processing costs of purchase orders, invoices, and payments
- Take advantage of supplier discounts and rebates
- Facilitate end-user adoption and drive spending toward preferred suppliers with negotiated pricing
- Scale up or down to dynamically manage your suppliers, processes, budgets, approvals, and payments on a global basis

Solution
- Single marketplace supported by secure and integrated contract management and sourcing functionality
- Flexible tools that allow you to dial up or dial down your resources
- Ability to automate many of your most important, error-prone, and time-consuming accounts payable and procurement processes
- Straightforward buying site that connects to millions of suppliers and SKUs

Benefits
- Increased visibility and tracking from purchase-order creation through to invoicing and payment processing
- Spend compliance, process efficiencies, and more-effective cash flow and payment management
- Enhanced alignment across the procurement process, increased transaction visibility, and reduced processing errors
- Rapid time to value

Learn more
For more information on SAP Ariba Snap, visit us online.

Quick Facts

“SAP Ariba solutions save us a tremendous amount of time, and we can focus on helping our families make better-informed decisions around their education. We were looking for a partnership. We have totally transformed the reimbursement process by going digital.”

Jonathan Beckham, Vice President of Technology Strategy and Innovation, Step Up For Students
Preconfigured with Spend Categories for Achieving Fast Time to Value

The SAP® Ariba® Snap program supports best practices with intuitive deployment and administration plus ready adoptability – and is preconfigured with the spend categories that matter in your industry. Designed specifically for midsize companies, it is packaged and priced to fit your business and scale as you grow – so you can improve cash flow, control, and compliance, without added complexity.

INTELLIGENT, DIGITAL, AND READY-TO-SCALE PROCUREMENT SYSTEM
In today’s economy, companies need to do more with less and do it faster and more efficiently than ever before. To boost their chances of success, companies are focusing on improving control over all aspects of spend while adapting their organizations and processes to become more agile. While more midsize companies are leveraging technology-based solutions, many still lack the tools needed to proactively streamline their procurement processes, bolster savings across categories, and drive purchasing compliance across the organization. In addition, legacy processes, systems, and technical resources can hinder the development of global procurement strategies.

In the face of such daunting challenges, what should your company do?

SAP Ariba Snap gives midsize companies control over spending through an integrated procure-to-pay solution (see Figure 1). It is backed by decades of procurement expertise and provides role-based dashboards that deliver better insights into organizational spend in real time. Its intelligence is derived from your integration of any enterprise resource planning (ERP) solution with Ariba Network, where rules, workflow, and supplier contract terms drive behavior. You can now extend buying to the entire organization on a single consumer-simple marketplace that is supported by secure and integrated contract management and sourcing functionality.

It’s time to give your procurement and payables organization the tools it needs to be successful.

About SAP® Ariba® Solutions
With SAP® Ariba® solutions, companies connect to get business done. On Ariba Network, buyers and suppliers from more than 3.6 million companies and 190 countries discover new opportunities, collaborate on transactions, and grow their relationships. Buyers can manage the entire purchasing process while controlling spending, finding new sources of savings, and building a healthy supply chain. And suppliers can connect with profitable customers and efficiently scale existing relationships – simplifying sales cycles and improving cash control along the way. The result is a dynamic, digital marketplace, where more than US$2.28 trillion in commerce gets done every year. To learn more about SAP Ariba solutions and the transformation they are driving, visit us online.
Figure 1: Features of SAP® Ariba® Snap

- Preconfigured solution with support for best practices, buying channels, and content – on day 1
- More cash – dynamic discounting
- No more paper – electronic POs, goods receipt, order confirmation, shipping notices, and invoices
- Vibrant commerce network
- Financial reports using all of the data in your system
- Real-time budget check
- Contract spend compliance
- Tactical sourcing and award
- Shopping and approval from an app
- Day 1 access to a marketplace with >15 million SKUs

E-Procurement
Source-to-pay process in 12 weeks
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SAP Ariba Snap will help you realize savings through spend compliance, process efficiencies, and more-effective cash flow and payment management. With additional insights into corporate spend, you can optimize working capital, track spending, and find opportunities for process efficiencies, compliance improvements, and risk mitigation. With the preconfigured industry spend categories and workflows in SAP Ariba Snap, you can capitalize on decades of SAP knowledge to reduce costs across your organization.

**MONITOR, MANAGE, AND CONTROL SPEND AND CASH FLOW**
SAP Ariba Snap provides a powerful way to quickly manage spending and improve cash flow management. On day 1, you can access a prepackaged dashboard of role-based reports to better manage your business. With these reports that can be viewed by supplier, spend category, purchase order, and more, you will have increased visibility and tracking from purchase-order creation through to invoicing and payment processing.

“Using SAP Ariba solutions, we have been able to drive a more strategic approach to sourcing that has not only simplified the process and improved our costs but also given us greater transparency and insight into our supply chain. And this has helped us to minimize our risk and ensure that we adhere to the highest standards of health, safety, and environment protection and conduct our business activities without adverse impact on the communities in which we operate.”

David Bury, Global Strategic Procurement Manager, Nufarm Limited
Make life better for your payables staff by enabling the rules-based functionality in SAP Ariba Snap, including invoice and purchase order matching and payment, mobile approvals, and role-based transaction history dashboards. Deploy e-invoicing functionality with digital confirmation, ship notices, and supplier communications.

TAKE ADVANTAGE OF CONTRACT FUNCTIONALITY SPECIFICALLY DESIGNED FOR PROCUREMENT END USERS.
Create invoices against a contract, help ensure rate and item compliance, track total spend against a contract, and get alerts for important contract terms.

The forms library within SAP Ariba Snap was designed based on best practices and houses nearly 100 forms. You can use the forms library starting on day 1 of your project and create additional forms in the forms builder.

AUTOMATED PROCURE-TO-PAY PROCESSES, WITHOUT COMPLEXITY
Effective business requires effective tools. When you need to control your business while staying agile, you need flexible tools that allow you to dial up or dial down your resources. There are few areas within a company more dynamic than the procure-to-pay process (see Figure 2).

SAP Ariba Snap enables automation of many of your most important, error-prone, and time-consuming accounts payable and procurement processes. Eliminate the manual paperwork, endless e-mails, and tedious PDFs by automating each step of the source-to-pay process – and thus reduce processing times and errors. With accounts payable automation through SAP Ariba Snap, you will be able to reduce cycle times and processing costs of purchase orders, invoices, and payments, while taking advantage of supplier discounts and rebates to decrease the overall cost of purchases.

Figure 2: Enabling Insight and Enforcing Compliance at Every Step

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IMPROVED PURCHASING COMPLIANCE WITH EASIER ONLINE BUYING
Midsize businesses can achieve greater purchasing compliance and reduce maverick spend with consumer-simple online purchasing in SAP Ariba Snap, which you can administer and monitor with self-service simplicity. From day 1, your business will be connected to millions of ready-to-go suppliers – locally or globally, wherever your business takes you.

With the SAP Ariba Spot Buy Catalog solution, you gain access to hundreds of suppliers providing prenegotiated content to our marketplace. By accessing this marketplace with more than 15 million SKUs, employees will find nearly any indirect good in SAP Ariba Spot Buy Catalog on day 1. You can more easily facilitate end-user adoption and drive spending toward preferred suppliers with negotiated pricing. This will enhance alignment across the procurement process, increasing transaction visibility and reducing processing errors.

SAP® Ariba® Snap customers can realize:

• Up to 2.5% savings of total spend
• Up to 100% compliance with the SAP Ariba Spot Buy Catalog solution
• Up to 45% savings on PO processing

BETTER SUPPLIER RELATIONSHIPS WITH RAPID DIGITAL ONBOARDING
Every business is buying goods. Every item purchased requires an exchange of products, data, and financials with a supplier. Historically, all transactions with a supplier had to be handled outside the ERP system – through arcane modes such as telephone, e-mail, paper, or fax, with proprietary files and formats.

Today, buyers and suppliers both benefit from integration with Ariba Network. While buyers are able to automate manual paperwork and processes, suppliers are able to streamline their operations and communications with buyers. Miscommunication and errors are reduced on both sides of the transaction.

Not only are supplier registration and onboarding intuitive, online, and free with SAP Ariba Snap, but the software also allows you to limit buying to preferred, vetted suppliers, confirmed contracts, and approved items (see table). Supplier-managed profiles enable you to capture supplier business, tax, bank, and marketing information, plus certificates. With SAP Ariba Snap, you can enhance your supplier relationships – improving communication and securing better prices and payment terms. With an integrated source-to-pay solution, you gain the visibility to enable on-time payments, execute payments quickly, and manage cash flow.
### SAP® Ariba® Snap: Providing a Straightforward and Comprehensive Foundation

<table>
<thead>
<tr>
<th>Sourcing</th>
<th>Contracts</th>
<th>Supplier Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requests for quotes (RFQ)</td>
<td><strong>Contract against invoicing</strong> – create invoices against a contract without a PO for services</td>
<td>Digital and free supplier registration and onboarding in Ariba Network</td>
</tr>
<tr>
<td><strong>Side-by-side</strong> comparison of supplier quotes</td>
<td><strong>Contract compliance</strong> – enable rate and item compliance</td>
<td>Supplier-managed profiles to capture business, tax, bank, and marketing information, plus certificates (International Organization for Standardization, diversity, and such)</td>
</tr>
<tr>
<td>Ability to <strong>award bid</strong></td>
<td><strong>Spend against contract</strong> – view all contract purchases and track total spend against contract</td>
<td>Standard profile questionnaire and ability to attach documents</td>
</tr>
<tr>
<td><strong>Quote to requisition</strong> entry into the approval workflow</td>
<td><strong>Notifications</strong> – get alerts for important parameters such as expiration, minimum commitment, and maximum commitment</td>
<td>Setup of preferred suppliers as a buying channel</td>
</tr>
</tbody>
</table>

**Outsourcing of events** to your partners and ability to run ad hoc events on behalf of the customer

### Benefits of SAP® Ariba® Snap

- Maximized value of sourcing negotiations
- Proactive compliance across contracts, processes, regulations, and supplier strategies
- Control of global spend with flexible management and visibility tools
- Consolidation and management of commerce processes
- More spending off POs and nearly 100% touchless invoice processing
- Compliance for both non-PO and PO invoices, evaluated receipt settlement invoices, and invoices for complex services
- Interoperability with other networks and support for standard invoice file formats
- Better management of cash and working capital for buyers and suppliers
RAPID TIME TO DEPLOYMENT AND RETURN ON INVESTMENT

A unique software-as-a-service program, SAP Ariba Snap provides you with flexibility while helping ensure control and compliance with vendors, contracts, regulations, buyers, and your finance organization. You can scale up or down to dynamically manage your suppliers, processes, budgets, approvals, and payments on a global basis.

SAP Ariba Snap provides you with a powerful way to manage spending by providing preconfigured spend categories for your industry, embedded procurement policies, business rules, and approval workflows that you can administer with self-service simplicity. With source-to-pay deployment achievable in 12 weeks or less, you will see a rapid time to value.

SAP Ariba Snap deployment is executed by configuration versus customization – making it much easier and less resource intensive to implement and maintain. Delivered at a lower cost than other delivery methods, SAP Ariba Snap comes with premium features that are automatically updated with each new release.

Languages, ERP systems, and business locations are no longer concerns since all you need is a computer connection. The processes are also extremely secure – currently used by some of the world’s largest and most security-conscious companies and government agencies.

SAP® Ariba® Snap Technology

- Powerful reporting and management tools
- Fast time to value
- Minimal IT burden
- Integrated best practices
- Single location for managing goods and services
- Certified secure technology, with preconfigured interfaces to all major ERP solutions
- Streamlined catalog maintenance
- Preenabled content
- Rapid enablement of new suppliers
- Consumer-like shopping cart
- User-customizable dashboards
- Flexible global processes, budget checking, and approvals with dynamic purchasing units
- Advanced contract compliance
- Mobile approvals
- Straightforward receipt and reconciliation processes
**IS SAP ARIBA SNAP RIGHT FOR YOU?**
With intuitive deployment, administration, and adoption, SAP Ariba Snap gives you control over spending. Employees appreciate the straightforward buying site that connects to millions of suppliers and SKUs. In turn, you can improve cash flow, control, and compliance without adding complexity.

Our goal is for customers to get the most from an SAP Ariba Snap deployment. Those customers that have revenue of less than US$1 billion or indirect spend of less than $500 million typically achieve the greatest successes from implementing SAP Ariba Snap. Also, most of our customers have not invested in procurement solutions in the past and have critical needs for buying and invoicing functionality, as well as improved processes within their small procurement and payables teams.

Because SAP Ariba Snap can be deployed in 12 weeks or less, it is implemented with preconfigured workflows and spend categories for your industry through our experienced partner ecosystem.

**READY TO GET STARTED?**
More than 3.6 million companies use SAP Ariba solutions to manage their commerce activities. Why not join them? Go online to learn more about [SAP Ariba Snap](#) and the value it can deliver for your organization, or contact your account representative.

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**The SAP® Ariba® Snap Community**

- Access to Ariba® Network, the world's largest business-to-business network of global trading partners, consisting of more than 3.6 million companies
- Effective collaboration among buyers and suppliers and efficient management of the most-difficult purchases
- Support for skills and best practices delivered through a flexible model that concentrates on delivered ROI
- Category and process expertise to develop and implement a flight plan and full savings-realization program
- Training and implementation resources to drive early activity, enable faster spend throughput, and speed ROI

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