The SAP® Ariba® Snap program offers select SAP Ariba solutions for midsize businesses that are packaged and priced to fit your business and designed to scale as you grow. With a rapid deployment of just 12 weeks, SAP Ariba Snap is preconfigured with spend categories, is backed by decades of best practices, and delivers a consumer-simple buying site that connects to millions of suppliers.
OVERVIEW OF SAP ARIBA SNAP

What is SAP® Ariba® Snap?

SAP Ariba Snap offers source-to-settle solutions that are preconfigured with best practices, targeted for midsize companies, and designed to achieve fast time to value.

SAP Ariba Snap provides, in essence, the same solution as SAP Ariba Buying and Invoicing. The main difference is the deployment methodology.

The initial deployment of SAP Ariba Snap takes only 12 weeks, which eliminates heavy time and resource constraints, so you can focus on your business outcomes and priorities. The unique deployment methodology of SAP Ariba Snap preloads content from our supplier marketplace and community best practices, enabling you to start simple and add additional functionality over time.

The best part of SAP Ariba Snap is that it is the same platform that Fortune 500 companies use. You can grow into other SAP Ariba solutions without ever outgrowing it. We offer an integrated platform with a single database of suppliers for your company.

BUYING CHANNELS AND PROCESSES ADDRESSED BY SAP ARIBA SNAP

What are the buying channels and processes that SAP Ariba Snap can cover?

At a high level, there are three basic buying channels that SAP Ariba Snap supports, with flexibility built into each one.

Catalogs (goods)

Buyers can select items from a catalog for purchase. This is best used for SKU-based items, such as office supplies, promotional products, and IT hardware and peripherals.

The SAP Ariba Spot Buy Catalog solution is available on day one. The buyer selects items from a public marketplace catalog (eBay, Grainger, and so on) for purchase. SAP Ariba Spot Buy Catalog is most appropriate for infrequent, one-off purchases fulfilled through a public marketplace e-catalog.
Contracts (goods and services)
- Contract-based requisitions – Your buyer can select items from a company-specific catalog linked to a contract based on an item, commodity code, or supplier. Materials and services may include facilities maintenance, items on consignment, and items with tiered pricing.
- Invoice against contract – Contract pricing terms can be entered into the application without the need for a purchase order. These terms are available for the supplier to invoice. Contracts may address simple or complex services for recurring, milestone, or fixed-fee activities to include consulting, professional services, snow removal, janitorial services, rent, and so on.

Forms (services)
- Tactical sourcing and collaborative requisitioning – This process includes tactical sourcing or collaborative requisitioning between a buyer and supplier supporting spot quotes and “three bids and a buy.” This may include simple and complex products and services that require collaboration between the buyer and supplier to include materials with variable pricing, marketing services, temporary labor, and so on.
- Noncatalog requisition – The buyer can enter information manually into the requisition. In many cases, a supplier may attach a quote (three bids and a buy). These are for infrequent, one-off purchases that may be sourced through existing suppliers for materials and services not in a catalog.

SAP Ariba Snap also supports non-PO invoices.

---

Does SAP Ariba Snap have sourcing?

Yes, SAP Ariba Snap provides tactical sourcing capabilities. We call it “three bids and a buy.” SAP Ariba Snap allows for:
- Requests for quotes
- Side-by-side comparison of supplier quotes
- Ability to award bid
- Quote-to-requisition capability
What is the SAP Ariba Spot Buy Catalog solution?

Our marketplace is also called SAP Ariba Spot Buy Catalog. With SAP Ariba Snap, you have access to hundreds of suppliers who are providing pre-negotiated content to our marketplace. More than 95% of any indirect goods should be available in SAP Ariba Spot Buy Catalog on day one for your employees.

Procurement is in complete control of the content that users can see. On the marketplace administrator page, you can simply toggle on and toggle off whatever commodities you want. It is the same for suppliers; if you want your users to see content from Office Depot but not from Staples, you can simply toggle and your marketplace is updated in real time.

What forms are available with the SAP Ariba Snap template?

The forms library within SAP Ariba Snap was designed based on best practices we observed from our customer community, and it houses nearly 100 forms. You have the ability to leverage the forms library on day one of your project. Additional forms can be easily created in the forms builder, and there are no limitations on the number of custom forms you can create.

Does SAP Ariba Snap support contracts?

Yes, SAP Ariba Snap has contracts functionality specifically for procurement end users. Here are some examples of the functionality included:

• Contract against invoicing – Create invoices against a contract without a PO for services
• Contract compliance – Ensure rate and item compliance
• Spend against contract – View all contract purchases and track total spend against the contract
• Contract notifications – Get alerts for important parameters, such as expiration, minimum commitment, and maximum commitment
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
</table>
| Are there other SAP Ariba solutions that support contract management?  | SAP Ariba solutions also include a contract management solution with more comprehensive functionality, which integrates directly with SAP Ariba Snap.  
The typical users for the SAP Ariba Contracts solution are from the legal department, and they use the solution for activities such as contract editing, authoring, storage and retrieval, and template control. |
| Does SAP Ariba Snap support supplier management?                        | Yes, companies benefit from supplier management capabilities with SAP Ariba Snap.  
• Supplier registration and onboarding – digital and free  
• Supplier-managed profiles to capture business information, tax information, bank information, marketing information, and certificates  
• Standard profile questionnaire and ability to attach documents  
• Setup of preferred suppliers as a buying channel |
| What other SAP Ariba solutions support supplier management?             | SAP Ariba solutions include a supplier lifecycle performance solution that enables you to manage the full lifecycle of a supplier in one place, including onboarding, qualification, segmentation, performance, and phase-out. This additional module is ideal for companies with mature procurement teams and processes. |
| How does the supplier onboarding process work?                        | Supplier onboarding is simple and free. It is part of our 12-week deployment.  
You need only a supplier’s e-mail address to get started. The process is initiated in SAP Ariba Snap via a purchase order or e-mail invitation, and it takes suppliers only a couple of minutes to sign up if they are not already in the network. An unlimited exchange of all basic fulfillment documents is supported and can be processed via interactive e-mails. Suppliers trending to higher volumes can also upgrade to full accounts for additional value-added services at their own discretion via an automated process in the tool. |
What are the key product features and benefits of SAP Ariba Snap?

The following is a comprehensive list of the product features of SAP Ariba Snap:

- One-stop-shopping marketplace for purchasing and catalogs
- Industry template for category management
- Transmission of documents via Ariba Network, such as purchase orders, order confirmations, advanced ship notices, and invoices
- Three bids and a buy
- Customer-branded supplier portal hosted by SAP
- Supplier registration via Ariba Network
- Two-, three-, and four-way invoice matching
- Contract compliance and invoicing against contract functionality
- E-mail- and mobile-based workflow approval
- Dashboard reporting and analytics
- ERP agnostic
- 24x7 global help desk

The following are some of the key benefits of SAP Ariba Snap:

- Ability to accelerate cycle time and process invoices within days or even hours
- Automation of exception handling by relying on more than 90 built-in business rules
- Strengthening of compliance and prevention of savings leakage through matching of invoices to contracts, purchase orders, and service entry sheets
- Ability to boost cash returns, capturing more early-payment discounts
- Empowerment of suppliers to monitor payment status themselves
- Dashboard reporting by role or persona
- Supplier enablement dashboard
PRECONFIGURED COMPONENTS OF SAP ARIBA SNAP

The following components are preconfigured in the SAP Ariba Snap template:
• Guided buying experience on eight common categories
• 20 precreated forms
• 10 forms for three bids and a buy or sourcing collaboration
• Nine sourcing policies tied to forms
• Standard approval flows (purchase requisition, receipt, contract request, catalog request, invoice, invoice reconciliation, user profile)
• 60 invoice exception types
• Access to SAP Ariba Spot Buy Catalog on day one, with access to more than 10 million SKUs

What is preconfigured in the SAP Ariba Snap template?

What are the categories that come with SAP Ariba Snap?

The following are the most common categories that are included with SAP Ariba Snap:
• IT goods and services
• Office supplies
• Advertising and printing services
• Marketing services
• Financial services
• Legal and human resources services
• Facilities and maintenance
• Travel

You may also request the following categories that are available and specific to your industry:
• Laboratory equipment
• Clinical and medical
• Maintenance, repair, and operations
• Research and design
• Engineering
• Environment, health, and safety
• Warehouse
• Packaging
• Chemicals and gas
• Food and beverage
IMPLEMENTATION PROCESS OF SAP ARIBA SNAP

When implementing SAP Ariba Snap, our goal is to get you and your colleagues working in the software as quickly as possible. You will start on the first day with a prepackaged and preconfigured procure-to-pay application. The 12-week implementation is divided into six 2-week “sprints.” Each sprint has different business goals and outcomes that need to be achieved before moving on to the next sprint (see the figure below).

In addition, each user who fulfills a role in the procure-to-pay workflow will be involved in the implementation process. For example, users may be asked to conduct end-user testing, train other users, or approve workflow rules. Other users may provide guidance and requirements for report design and supplier criteria.

SAP Ariba Snap is implemented through SAP’s ecosystem of qualified implementation partners. To find an SAP partner, click here.
LEARN MORE ABOUT SAP ARIBA SNAP

How can I learn more?
On our Web site, we provide a number of resources where you can learn more about trends in e-procurement, SAP Ariba solutions, and SAP Ariba Snap. Below are links to some of those key resources.

Top 5 Predictions About the Future of Procurement
SAP Ariba solutions resource library
SAP Ariba Snap
SAP Ariba Spot Buy Catalog

Who else has implemented SAP Ariba Snap?
We are proud of the benefits and success that SAP Ariba Snap has brought to our customers in the past year. Read and hear what some of them have to say about SAP Ariba Snap and Ariba Network.

Step Up For Students (SAP Ariba Snap implementation)
Customer testimonial video
Customer blog
Press release

NatureSweet (SAP Ariba Snap implementation)
Press release

Muru Office Supplies (Ariba Network)
Customer testimonial video

Can-Am Wireless (SAP Ariba Spot Buy Catalog)
Customer testimonial video