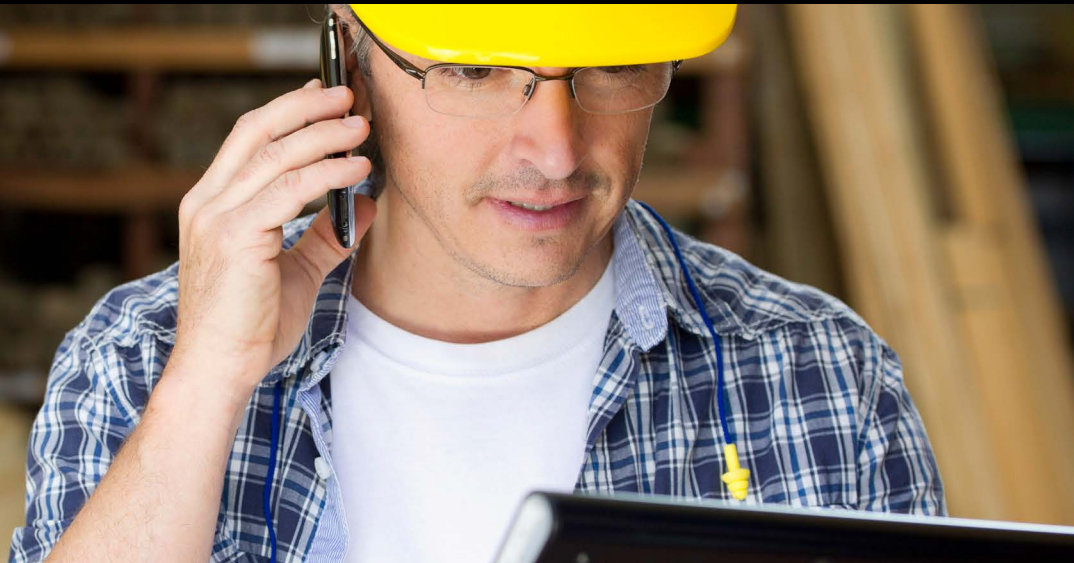**SAP Solution Brief**
SAP Ariba Financial Supply Chain | SAP Ariba Contract Invoicing

# Simplify Invoice Processing for Complex, Project-Based Spend

THE BEST RUN **SAP**

# Take the complexity out of services invoicing

Complex project-based services are vital to many business operations, such as construction, engineering, and facilities management. While processing services invoices can be time-consuming and error prone, you can speed their approval with SAP® Ariba® solutions. A collaborative invoice management process enforces compliance while driving straight-through processing.

With multiple line entries and a wide range of service rates, project-based services often fall outside the scope of traditional e-invoicing. This forces many companies to stay with manual, paper-based processing, causing delays and increasing the risk of payment errors.

The services invoicing capability in the SAP Ariba Contract Invoicing solution allows you to work closely with your suppliers to automate invoice management for even the most complex project-based services. It enables you to collaborate on

the creation and approval of service entry sheets that can be automatically converted to e-invoices.

Because the details on the service entry sheets are agreed upon in advance, you can process these invoices without manual intervention, saving time and resources. You can also capture and analyze detailed, line-level data to improve management of your services spend. In addition, better visibility and faster processing mean you can avoid late-payment penalties and even take advantage of early-payment discounts.

# Establish reliable, touchless invoice processing

The services invoicing capability in SAP Ariba Contract Invoicing creates a collaborative environment that streamlines the processing of complex invoices for project-based services. The cloud-based solution makes it easy for suppliers to create service entry sheets that detail the full scope of work they will perform.

Suppliers can use an online tool to submit a service entry sheet or send it as a CSV or cXML file. Alternately, they can create service entry sheets with Dell Boomi integration, using industry-specific standards such as the Petroleum Industry Data Exchange (PIDX) standard for the oil and gas industry.

The capability supports the transfer of PO data onto service entry sheets, the addition of ad hoc items and comments, and attachment of essential documentation such as field tickets. In addition, you can send service sheet–related purchase orders with a service hierarchy, to reflect the logical grouping of supplier tasks in the ERP system's definition of the service.

Once the work is completed, suppliers can simply "flip" the service entry sheet into an e-invoice. Because you have preapproved the details, your accounts payable department is not involved with invoice review and approval. It happens automatically.

**Establish reliable, touchless invoice processing**

Improve price compliance and budget control

Increase discounting opportunities

Collaborate closely with suppliers – wherever they are

# Improve price compliance and budget control

With the services invoicing capability, you can configure business rules to help ensure that any items included on service entry sheets conform to your business policies. Suppliers can include three types of line items – fixed fee, rate based, or materials – and can access specific contracts and rate data to help ensure that all prices match preexisting agreements.

By connecting over Ariba Network, you can collaborate with suppliers in real time to review and finalize each line item on the service entry sheet. Work begins only after you have approved all project details and received confirmation of the order.

The capability also helps you gain valuable insights into your services spend. You can analyze invoices at the line-item level for better analysis of and control over this important spend category.

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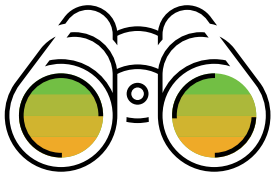
Gain the visibility you need to manage services spend effectively.

# Increase discounting opportunities

The services invoicing capability compresses the processing cycle for complex services invoicing, enabling you to increase on-time payments and also capture early-payment discount opportunities that may have been out of reach. This can enable further price reductions on these vital services while also helping you earn double-digit, risk-free cash returns.

Improved visibility into invoice data means that you know which suppliers you use most, how often you use their services, and your average spend with them. With this information at your fingertips, you can consolidate spend to lower costs and identify additional discount opportunities. This includes the expansion of early-payment discounts to new suppliers or supplier groups that never offered them before. Backed by a more efficient, automated invoice process, you can be confident of capturing these discounts.

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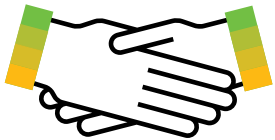


Improve on-time payments and capture more early-payment discounts.

# Collaborate closely with suppliers – wherever they are

The services invoicing capability in SAP Ariba Contract Invoicing is fully integrated with Ariba Network, a global community of millions of trading partners. Companies often find that many of their suppliers are already part of this network, which speeds the transition to electronic invoice processing. And with no technical barriers to participation, you can easily onboard any suppliers that are not connected to the network.

SAP Ariba Contract Invoicing is part of a portfolio of solutions that provides comprehensive support across your source-to-settle process and helps you achieve new collaboration potential. By integrating SAP Ariba Contract Invoicing with our full suite of source-to-settle solutions, you can improve strategic or tactical sourcing, management of contracts, and supplier information and performance management for qualified suppliers.

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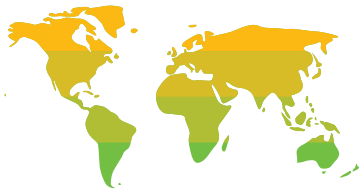
# Millions

Of companies connected worldwide to Ariba Network

# Drive efficiency improvements with streamlined invoicing

The services invoicing capability helps you simplify the way you process invoices for project-based services. It facilitates close collaboration with your suppliers, enabling straight-through invoice processing. By improving upon an inefficient, manual process, you save time, reduce costs, and free up accounts payable staff for strategic activities that offer more value to the business.

Improving management of complex services invoices, for both planned and unplanned projects, helps ensure that all services spend will conform to your policies and procedures. You can achieve error-free invoice processing, improve on-time payment performance, and capture detailed, line-level invoice data for better spend management.

Faster processing of invoices also helps you pay on time – every time. And supported by reliable, streamlined processes, you can make the most of early-payment discounts.

Streamline invoice processing and support alignment between procurement and accounts payable.

## Summary

With the services invoicing capability in the SAP® Ariba® Contract Invoicing solution, you can collaborate with suppliers to enable straight-through electronic processing of invoices for complex, project-based services. Robust business rules and better visibility into spend will keep your complex services spend under control. Meanwhile, faster processing boosts on-time payment performance and enables you to take advantage of early-payment discounts.

## Objectives

- Enable touchless electronic processing of invoices for project-based services
- Ensure compliance with purchasing policies
- Capture and analyze line-level invoice data to control spend

## Solution

- Cloud-based solution for collaborative creation and approval of service entry sheets before work takes place
- Business rules for touchless invoice processing
- Suppliers able to automatically "flip" approved service entry sheets into electronic invoices
- Attachable field tickets and other documentation

## Benefits

- Improve control over complex services invoices
- Support order confirmation to enforce compliance
- Drive error-free invoicing and on-time payment
- Capture line-item detail to control complex services spend
- Save money and increase cash returns with early-payment discounts

## Learn more

To find out more about **electronic invoicing over Ariba Network**, visit us online or call your SAP representative today.

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