

SAP Ariba 

Cummins Supplier Guide

INTERNAL



THE BEST RUN 

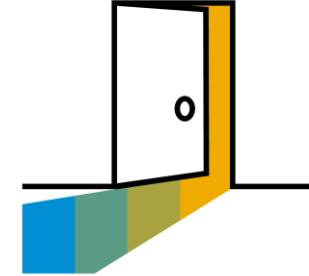
HOME- Table of Contents



**Section 1:
Ariba Network Overview**



**Section 2:
Account Set Up**



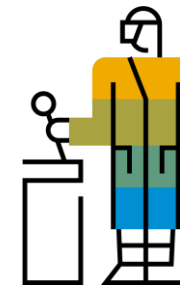
**Section 3:
Purchase Orders**



**Section 4:
Other Documents**



**Section 5:
Invoice Methods**



**Section 6:
Help Resources**

SECTION 1: Ariba Network Overview



What is Ariba Network?



Cummins Project Scope

Cummins Message

Supported Documents

Not Supported Documents



Supplier Value



Fee Schedule

Subscription Offerings

\$USD

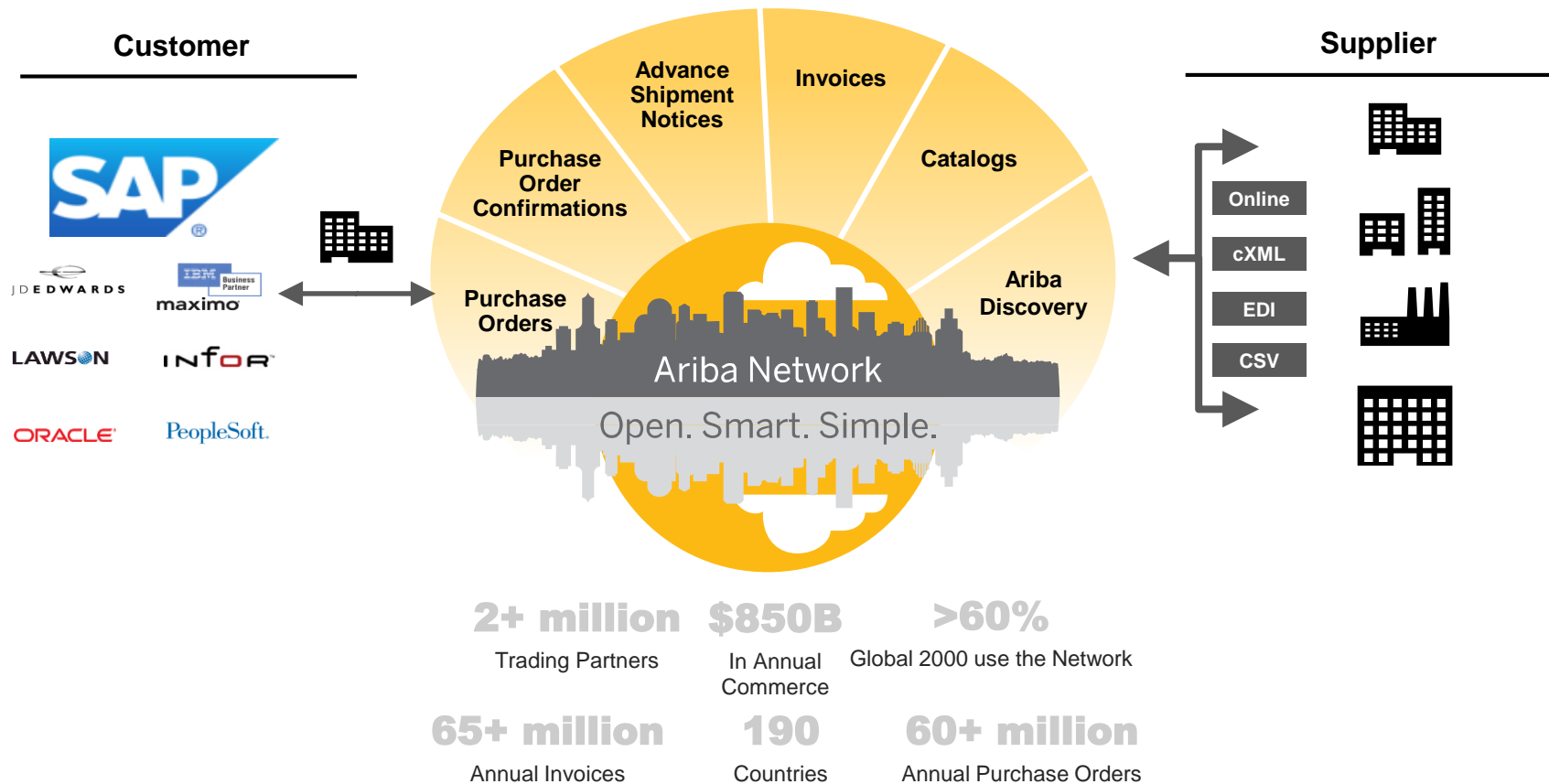
£GBP

€EUR

\$AUD

What is Ariba Network?

Cummins has selected Ariba Network as their electronic transaction provider. As a preferred supplier, you have been invited by your customer to join Ariba Network and start transacting electronically with them.



Cummins Message

Maintaining operational excellence in Cummins Purchasing demands we use a good, standard tool to streamline the transactions between Cummins and our suppliers. Cummins has therefore selected Ariba as our Indirect Purchasing software and Ariba Supplier Network as our electronic transaction solution. As a preferred supplier, you are invited to join our Ariba Supplier Network and begin electronic transactions with Cummins on items such as purchase orders and invoices.

Ariba has various levels of membership to fit your particular needs when transacting with Cummins and other customers. For you, our supplier, there are numerous benefits to using this software, including potentially lowering your cost of doing business with Cummins, optimizing the process, improving the payment cycle through more accurate documentation and helping you avoid late payments due to missing information issues. The Ariba Supplier Network will help Cummins identify potential new providers for opportunities where we do not yet have a partner identified.

Review Cummins Specifications

Supported Documents

Cummins project specifics:

- **Tax data** is accepted at the header/summary level or at the line item level of the invoice.
- **Shipping data** is accepted at the header/summary level or at the line item level.

Supported

- **Purchase Order Confirmations**
Apply against a whole PO or line items
- **Advance Shipment Notices**
Apply against PO when items are shipped
- **Detail Invoices**
Apply against a single purchase order referencing a line item
- **Partial Invoices**
Apply against specific line items from a single purchase order
- **Service Entry Sheets**
Apply against a single purchase order referencing a line item

Review Cummins Specifications

NOT Supported Documents

NOT Supported:

- **Summary or Consolidated Invoices**
Apply against multiple purchase orders; not accepted by Cummins
- **Invoicing for Purchasing Cards (P-Cards)**
An invoice for an order placed using a purchasing card; not accepted by Cummins
- **Duplicate Invoices**
A new and unique invoice number must be provided for each invoice; Cummins will reject duplicate invoice numbers unless resubmitting a corrected invoice that previously had a failed status on Ariba Network
- **Paper Invoices**
Cummins requires invoices to be submitted electronically through Ariba Network; Cummins will no longer accept paper invoices
- **Header Level Credit Memos**
Credit Memos applied against whole invoices; not accepted by Cummins
- **Non-PO Invoices**
Apply against a PO not received through Ariba Network
- **BPO Invoices**
Invoices against a blanket purchase order
- **Service Invoices**
Invoices that require service line item details
- **Contract Invoices**
Apply against contracts
- **Line Level Credit Invoices/Credit Memos**
Item level credits; price/quantity adjustments

SAP Ariba Helps You...



60% average reduction in operating costs

Lower costs

- Reduce time and paper usage
- Eliminate postage costs
- Reduce costs associated with Resources used to generate/ rework the invoices



30% growth in existing accounts
35% growth in new business

Increase your revenue

- Become searchable customers using the AN worldwide
- Establish new customer relationships via Ariba Discovery
- Publish your Catalogs in front of thousand buyers



15% increase in customer retention

Satisfy your customer

- Support your customer's strategic business plan
- Become a preferred supplier
- Simplify the communication process

80% efficiency & transform business operations



Stay organized

- Consolidate Network relationships under one account
- Enjoy a simple way to store POs and invoices
- Get better visibility into customers' spend and payments
- View invoice status in real time

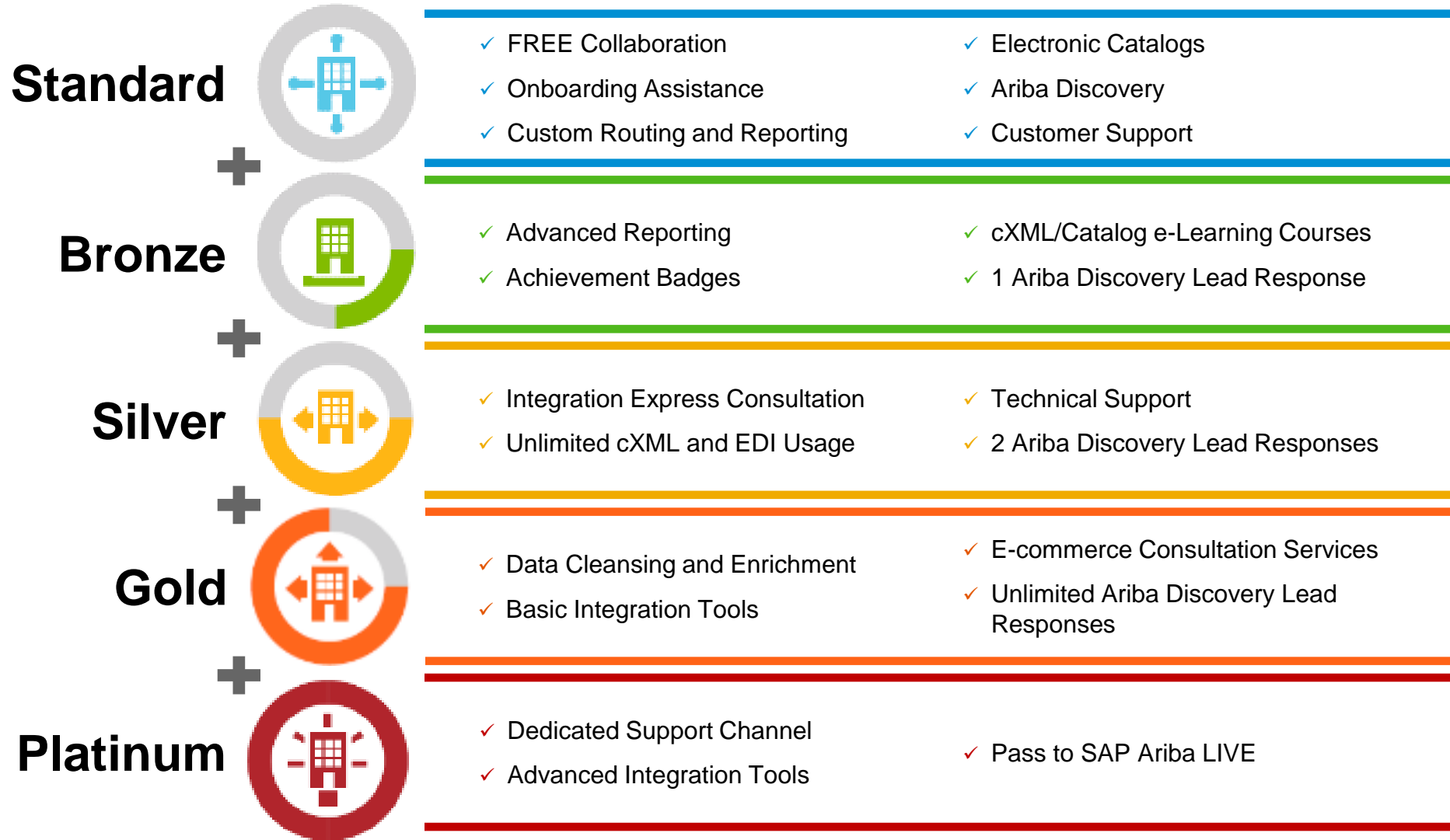
62% decrease in late payments



Receive faster payments

- Help your invoice reach the correct contact in the approval flow
- No need to confirm the orders via email/phone
- Feel confident all order information is complete and accurate
- Prevent errors through system checks

Ariba Network Supplier Subscription Offerings



Supplier Fee Schedule

Please select your currency:



\$USD



GBP



EUR



AUD

Supplier Fees - USD

Transaction Fees

Billed every quarter

0.155% of transaction volume
Capped at \$20,000/year (per relationship)



Subscription Fees

Billed once a year

Annual Document Count Across <u>All</u> Customer Relationships	Subscription	Annual Fees
5 to 24 documents	*Bronze	\$50
25 to 99 documents	Silver	\$750
100 to 499 documents	Gold	\$2,250
500 and more documents	Platinum	\$5,500

***Chargeable suppliers transacting less than \$250,000 in annual financial volume will be assigned to the Bronze level irrespective of annual document count**

Fee Threshold

\$50,000 and 5 Documents

Suppliers who do not cross the Fee Threshold will not be charged fees

Supplier Fees - GBP

Transaction Fees

Billed every quarter

0.155% of transaction volume
Capped at £13,200/year (per relationship)



Subscription Fees

Billed once a year

Annual Document Count Across <u>All</u> Customer Relationships	Subscription	Annual Fees
5 to 24 documents	*Bronze	£35
25 to 99 documents	Silver	£500
100 to 499 documents	Gold	£1,500
500 and more documents	Platinum	£3,770

***Chargeable suppliers transacting less than £155,000 in annual financial volume will be assigned to the Bronze level irrespective of annual document count**

Fee Threshold

£34,250 and 5 Documents

Suppliers who do not cross the Fee Threshold will not be charged fees

Supplier Fees - EUR

Transaction Fees

Billed every quarter

0.155% of transaction volume
Capped at €15,500/year (per relationship)



Subscription Fees

Billed once a year

Annual Document Count Across <u>All</u> Customer Relationships	Subscription	Annual Fees
5 to 24 documents	*Bronze	€45
25 to 99 documents	Silver	€670
100 to 499 documents	Gold	€2,000
500 and more documents	Platinum	€4,900

***Chargeable suppliers transacting less than €185,000 in annual financial volume will be assigned to the Bronze level irrespective of annual document count**

Fee Threshold

€44,600 and 5 Documents

Suppliers who do not cross the Fee Threshold will not be charged fees

Supplier Fees - AUD

Transaction Fees

Billed every quarter

0.155% of transaction volume
Capped at A\$20,000/year (per relationship)



Subscription Fees

Billed once a year

Annual Document Count Across <u>All</u> Customer Relationships	Subscription	Annual Fees
5 to 24 documents	*Bronze	A\$50
25 to 99 documents	Silver	A\$750
100 to 499 documents	Gold	A\$2,250
500 and more documents	Platinum	A\$5,500

***Chargeable suppliers transacting less than A\$235,000 in annual financial volume will be assigned to the Bronze level irrespective of annual document count**

Fee Threshold

A\$50,000 and 5 Documents

Suppliers who do not cross the Fee Threshold will not be charged fees

Thank you.