

SAP Business Network for Procurement

What is the SAP Business Network?

As part of the Defence ERP Program's upcoming release (T1B Main) Defence will transition to the SAP Business Network (SBN) for Procurement from 12 May 2025. The SBN is an SAP software solution which offers a broad range of online capabilities to manage business transactions between suppliers and buyers, and is the preferred method to transact with Defence in the future.

The transition to the SBN will provide:

- A more efficient, easy-to-use procurement platform which will deliver an improved experience into the future
- Greater visibility and transparency of the order cycle
- Improved reporting capability and insights
- Two-way communication
- Improved speed and accuracy for both Defence and suppliers

The SBN will operate on a buyer-funded model and there will be no fee for suppliers using the SBN for Defence transactions.

Registering with the SBN is encouraged for the benefits and efficiencies it will bring suppliers and Defence, but it will be optional and existing methods will continue to be accepted, except for the MILIS DESE/Webview platform which is being replaced by the SBN.

What will suppliers be able to do on the SBN?

Defence suppliers will be able to use the SBN to do the following:

- Receive Purchase Orders (POs) from Defence
- Submit an Advanced Shipping Notification (ASN) on shipment of goods to Defence for material POs
- Submit a Service Entry Sheet (SES) detailing the work performed or the services provided for service POs
- Submit invoices for goods / services delivered and performed
- Propose order enquiries (expediting delivery of goods)
- Receive Requests for Quotation (RFQs) from Defence and submit quotes
- Receive status for goods receipts, service acceptance and invoices (including payment date and if paid)
- Receive a copy of invoices created automatically by Defence using the Recipient Created Tax Invoice (RCTI) process

SBN Onboarding

There are two types of SBN accounts available for suppliers – Enterprise and Standard – and the onboarding process varies according to which account a supplier is registered for. (*Note: Enterprise account: greater than 100 POs per year / Standard account: less than 100 POs per year*)

Defence reached out to suppliers between July and September 2024 to initiate the SBN onboarding process. During this time, suppliers were provided an introductory email about the transition to the SBN with a request to validate contact details, as well as a Project Notification Letter that included links to training guides and the pre-recorded Supplier Summit from Defence.

• Enterprise accounts:

- Onboarding of suppliers with Enterprise accounts occurred during August and September 2024. Suppliers that were onboarded during this period are now 'Ready to Transact' at the T1B Main Go Live.
- For the T1B Main Go Live on 12 May 2025, onboarding will be restricted to suppliers who have signed the Trading Relationship Request (TRR) and participated in the onboarding process.
- Refresher Supplier Summits will be offered to the above suppliers in April 2025.

• Standard accounts:

- Suppliers who registered for SBN Supplier Summits during the onboarding period, will self-register via the interactive email post the T1B Main Go Live.
- Refresher Supplier Summits will be offered to the above suppliers in April 2025.

Note: If you are a supplier who wants to register for an SBN Account, onboarding has now closed until after the T1B Main Go Live (12 May 2025), and is restricted to suppliers who are already in the process of onboarding. If you haven't participated in SBN onboarding to date and wish to onboard in the future or would like any further information on SBN, please reach out to your Defence key contact.