SPS COMMERCE

INFINITE RETAIL POWER™

FULFILLMENT

NETSUITE Supplier Integration Bundle

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Introduction

The **SPS Commerce** ***Supplier Integration Bundle*** is a library of the most common data elements. It is used by Suppliers to address the gap between **NetSuite** Order and Invoice forms, and the information Trading Partners require. Installation and use of this bundle ensures Suppliers include all information necessary to exchange data electronically, and provides users full visibility into the data exchanged with Trading Partners.

Prerequisites

1. Installation of the **SPS Commerce** Bundle.

Quick Start

1. Install **SPS Commerce** ***Supplier Integration Bundle***.
2. Configure forms and custom fields for data exchanged with Trading Partners.

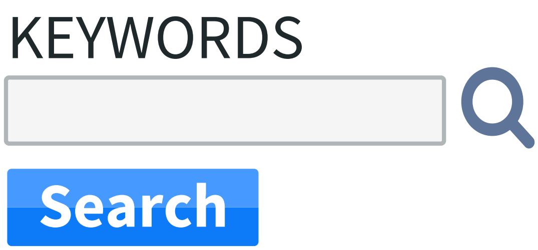
Setup and Configuration

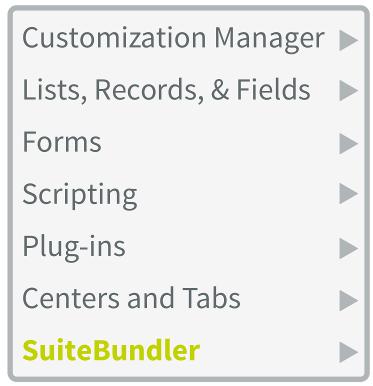
Installation

You must be logged into an Administrative account.

1. Navigate to the ***NetSuite Bundle*** repository by hovering over the the **Customization** tab at the top and navigating to **SuiteBundler** > **Search & Install Bundles**.

2. Search for ***SPS Supplier Integration***.





3. Click on the bundle link name and click the blue **Install** button.

SPS Commerce Dashboard

The **SPS Commerce** center is a common dashboard for all **SPS Commerce NetSuite** customizations. We recommend deploying this dashboard as it centralizes aspects to SPS components, such as the portlet related to ***Sales Order Price Mismatches***.

Connectivity

Data exchange

SPS Commerce uses **NetSuite**'s Web Services to import and export data to and from **NetSuite** in near real time. To ensure continuous connectivity, **SPS Commerce** requires a dedicated **NetSuite** username that is not shared with any other applications integrating with your **NetSuite** instance. This username must have access privileges to create, search, and exchange EDI transactions.

To ensure the username is adequate, it is best practice to use the ***SPS Custom NetSuite*** role to add a username. This role provides access to only transactions imported and exported via Web Services. **SPS Commerce** requires a one-time single sign on, thereafter using a secure token based on authentication for connectivity.

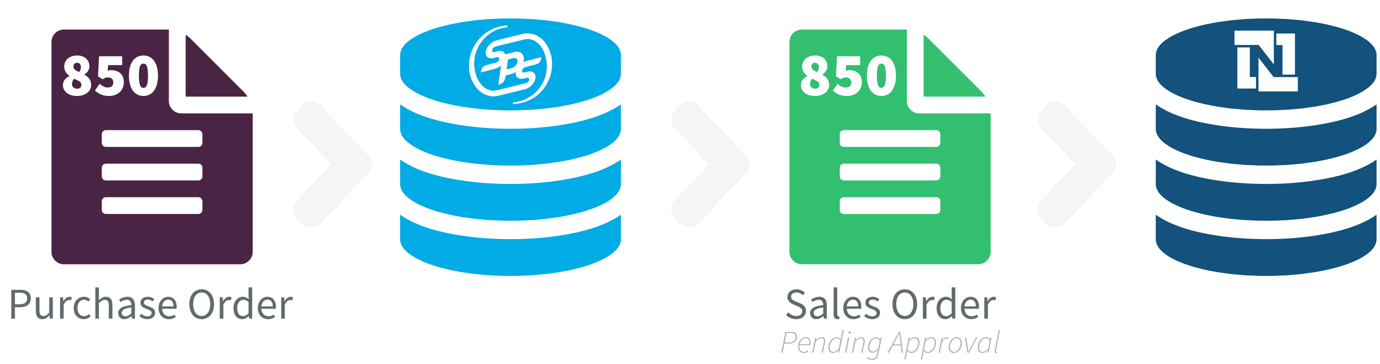
It is best practice to dedicate this **NetSuite** Web Services login to **SPS Commerce**. If you are running low on user seats, the login may be an existing user who accesses **NetSuite** via the User Interface. Please use the following naming convention when creating the SPS user: **spswebservices@yourcompany.com**.

Standard Order Fulfillment

The SPS ***Supplier Integration*** solution fits with the **NetSuite** Order to Cash cycle, handling the most common EDI transaction types with retailers and buying parties in the SPS Trading Partner Network. As the supplier, you are responsible for ensuring the Purchase Orders received are filled on time and without issue.

Sale Order Creation

Purchase Orders initiated by your trading partners are processed through the **SPS Commerce** Engine and are automatically entered into **NetSuite** as Sales Orders. As best practice, SPS creates **NetSuite** Sales Orders in a 'Pending Approval' status. You must configure and manage your own business processes to approve Sales Orders, commit inventory location for fulfillment, or any other unique business process to trigger in **NetSuite** upon Sales Order creation. This can be done manually or automatically through business rules you setup in NetSuite.



Custom Form Usage

SPS Commerce deploys custom form templates, pre-populated with custom fields commonly used in the SPS Network, to support trading partner order processing. The SPS forms are a good starting point for new NetSuite Implementations. If preferred, you may also configure your own forms with pre-mapped SPS custom fields.

Custom Field Usage

Pre-mapped custom fields are deployed for business critical header and body information to ensure all data is captured in **NetSuite** for Order processing. Product specific data is captured in **NetSuite** as well, and is used in conjunction with the custom header and detail fields to ensure valid information is included in return documents and meets specific trading partner requirements.

Sales Order Settings

The **SPS Commerce** Engine translates trading partner-specific data into consumable records within **NetSuite**. The SPS Standard Sales Order supports the following settings:

Trading Partners	Creates the Sales Order against the appropriate NetSuite customer record, cross-referenced from the SPS trading partner identifier.
Shipment Method	Creates the Sales Order with the appropriate shipping method in NetSuite, cross referenced from the Standard Carrier Alpha Code (SCAC) sent by the trading partner.
Ship To Location(s)	Creates the Sales Order against the appropriate NetSuite Address record, cross-referenced from the Trading Partner Ship to Location Code. Alternatively, the SPS Address Service may add custom Ship To details to Sales Orders.
Item Lookups	Please refer to the SPS Item Cross References Bundle User Guide.
Duplicate EDI Sales Orders	Prohibits duplicate Sales Orders from being transmitted through the NetSuite Web Service. Each sales order must have be unique: [PurchaseOrderNumber]+[TransactionPurposeCode]+[ReleaseNumber (if applicable)]+[ShipToCode]+[MarkForCode(if applicable)]
EDI Sales Order Form	References the Customized Sales Order Transaction Form. The SPS Bundle deploys templates by order management model (Drop Ship, Ship to DC/Store, and Cross Dock)
SPS Standardized Custom Fields	SPS Standardized Custom Fields are used to ensure the Sales Order is capturing all necessary data to do business with your EDI trading partners. These fields are pre-mapped for your convenience.

Price Mismatch

The SPS Supplier Integration bundle deploys a ***TP Price*** custom column to capture the product rate requested from trading partners. This field may be used to compare against the price level preset for customers to validate previously agreed upon prices. Price mismatches may be viewed in an SPS Portlet deployed as part of the bundle to view and manage exceptions.

Sales Order Price Mismatch

TP PRICE	RATE	QUANTITY	AMOUNT	ITEM	SO#	PO#
0.00	9.99	12	0.00	VPN-1	Sales Order #31	TARGETPO#ERRORITEM
0.00	9.99	12	0.00	VPN-1	Sales Order #22	TARGETPO#1
8.99	9.99	1	8.99	VPN-1	Sales Order #12	POWALMART2
8.99	9.99	1	8.99	VPN-1	Sales Order #11	POWALMART1
0.00	9.99	12	0.00	VPN-1	Sales Order #6	TARGETPO#ERRORITEM

Creating the Purchase Order Acknowledgement

The SPS Supplier Integration bundle support the Purchase Order Acknowledgement (PO Ack) created in **NetSuite**. Users may configure their own business rules to set fields and statuses to report back on the Purchase Order Acknowledgement, leveraging SPS predefined custom fields. The PO Ack is created by clicking the PO Ack button deployed to Sales Order forms.

Custom Field Usage

The fields required most often on the Purchase Order Acknowledgement are provided in the SPS Supplier Integration Bundle. The primary fields include:

- **Acknowledgement Type** (eg. Acknowledge – With Detail and Change)
- **Item Status Code** (eg. Accept – Price Chnaged)

Please note that you are responsible for customizing the PO Ack forms to set the appropriate indicators and data for your trading partners.

File Creation

You may add your own script to initiate PO Acknowledgements automatically, or manually initiate them by clicking the **Create PO Ack** button. The **Create PO Ack** button generates a **.csv** file that is picked up by SPS Commerce for processing. The **.csv** file generated is based off of a Saved Search template deployed in the SPS Supplier Integration Bundle.

Creating the Advance Ship Notice

SPS Commerce provides a ***Shipment Bundle*** which extends **NetSuite**'s Item Fulfillment record with components to support Advance Ship Notice (ASN) creation, including package details and UCC-128 labels. Please refer to the ***SPS Shipment Bundle User Guide*** for more details.

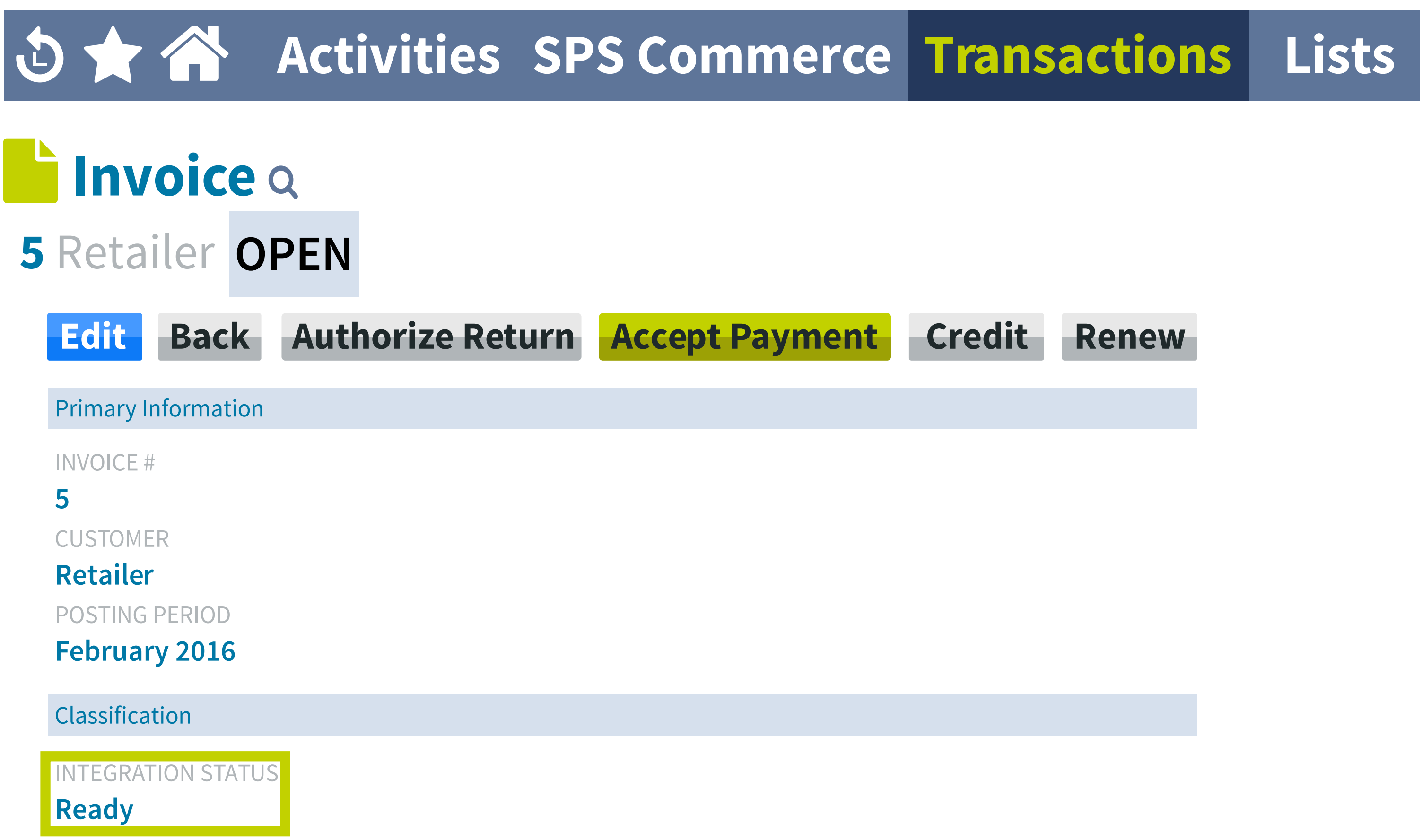
SPS Commerce also supports third party Advance Ship Notices including NetSuite WMS, Oz Development's Shipping and Advanced Packing Solution, and PaceJet.

Exporting the Invoice

Invoices must be set to the SPS Integration Status of Ready to be exported through the direct Web Service data extraction. You may either manually update invoices for extraction, or configure your own business process and scripting to automate setting the Integration Status to Ready. When the export has been successfully completed, the Integration Status will update to ***Sent***. If data fails to meet a trading partner's requirements and errors in the SPS Trading Partner Network, the Integration Status is updated to ***Errored***.

Custom Fields

SPS Commerce custom fields are pre-mapped for Invoice extraction. These fields must be configured on Invoice forms in order to meet trading partner requirements. Please see ***Appendix for Enabling / Disabling Custom Fields on NetSuite Forms***.

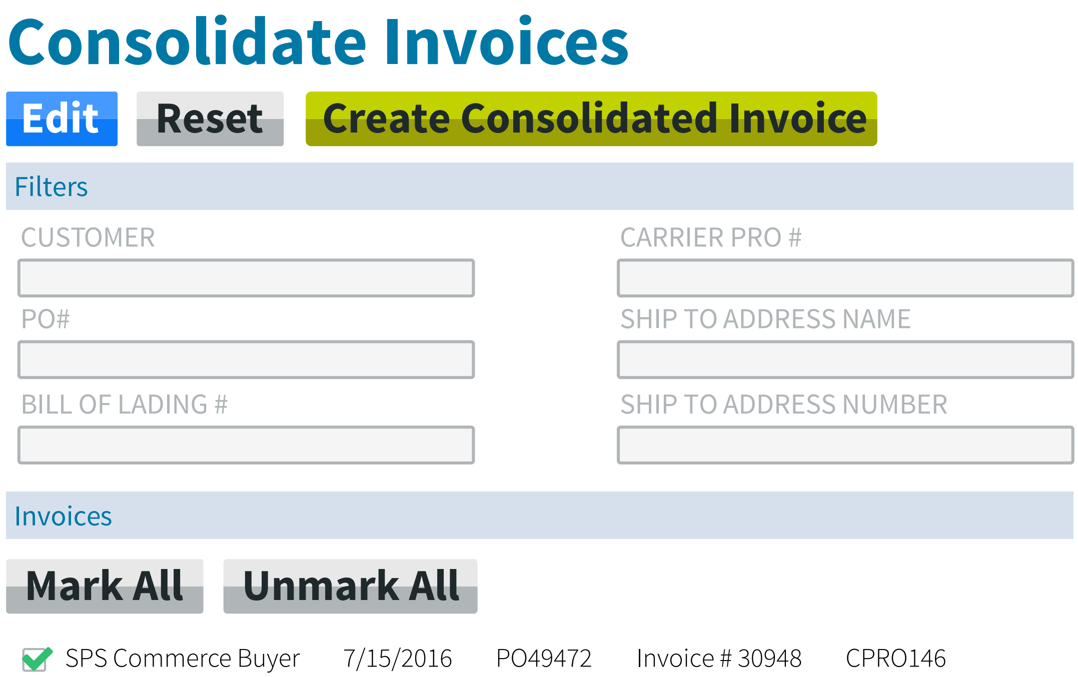


Creating Consolidating Invoices

Invoice consolidation may be leveraged for trading partners that require a single invoice for an order that includes multiple ship to locations. To consolidate Invoices, SPS has a tool to produce a single file that consolidates a group of invoice records.

How to create a consolidated Invoice:

1. Generate Invoices for all Sales Orders associated to the Purchase Order Number.
2. After completing the final Invoice, click the Create Consolidated Invoice button.
3. Consolidation Page - Entered from an Invoice (Entering the Consolidate Invoices page from an Invoice automatically filters to a list of Invoices created from Sales Orders with the same Purchase Order Number).
   a. Select the appropriate Invoices for building a consolidation and,
   b. Click the 'Create Consolidated Invoice' button to generate a single file for SPS to capture and process through the SPS Trading Partner network
   c. You may filter invoices by the below fields for consolidation:
      1) Customer
      2) Purchase Order Number
      3) Bill of Lading Number
      4) Carrier Pro Number
      5) Ship To Address Name
      6) Ship To Address Number
      7) Include Previously Consolidated Fulfillments*



This filters out Item Fulfillment records with the Advance Ship Notice files previously created.

3PL Order Fulfillment

SPS Commerce supports 3PL Order Fulfillment integration to provide you visibility into shipments leaving the warehouse within **NetSuite** and keep inventory levels up to date. **NetSuite *Sales Orders*** are used to communicate Orders for Outsourced Warehouses to fulfill. Warehouse Shipments are processed as NetSuite Item Fulfillments to reflect shipments made in near real time.

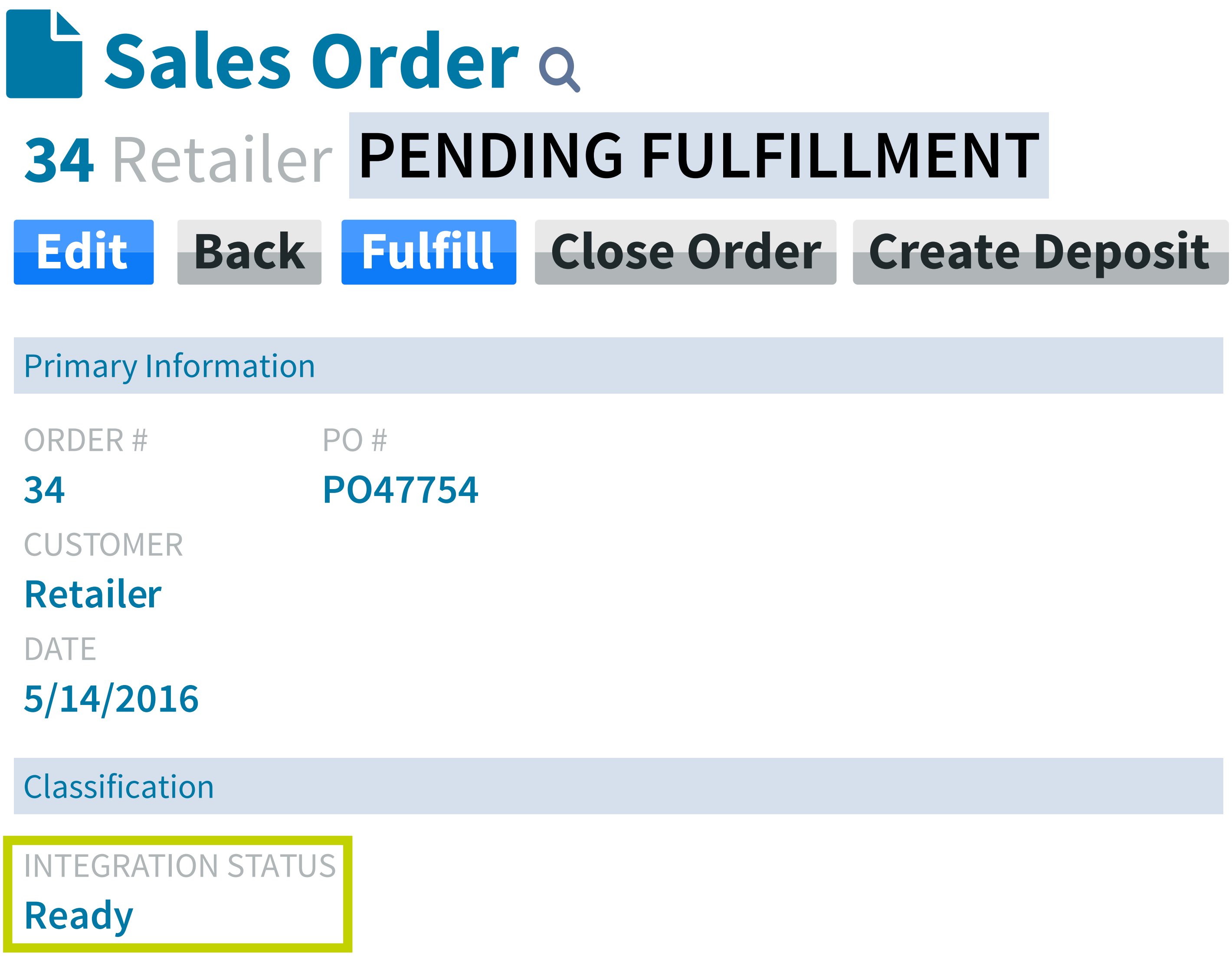
Warehouse Order - Sales Order Export

SPS Commerce exports **NetSuite** Sales Orders through a direct Web Service data extraction. Data is exported when Sales Orders are flagged with an SPS Integration Status to Ready. The Integration Status is updated to reflect a successful extraction by updating the status to Sent. When data fails to meet a trading partner's requirements and errors in the SPS Trading Partner Network, the Integration Status is updated to Errored.

Custom Fields

SPS Custom Fields are pre-mapped for Sales Order extraction. In order to meet trading partner requirements, the SPS fields must be configured on Invoice Forms to be available for SPS to extract. See Appendix for ***Enabling / Disabling Custom Fields on NetSuite Forms***.

SPS Commerce triggers direct extraction of **NetSuite** Sales Order records when users set the SPS Integration Status field to Ready and updates the status to Sent when extracted. Users may manually update Sales Orders for extraction or configure their own business process and scripting to automate setting the Integration Status to Ready. The Integration Status is updated to Errored if the extracted data fails in the **SPS Commerce** Trading Partner Network.



Warehouse Shipment - Item Fulfillment

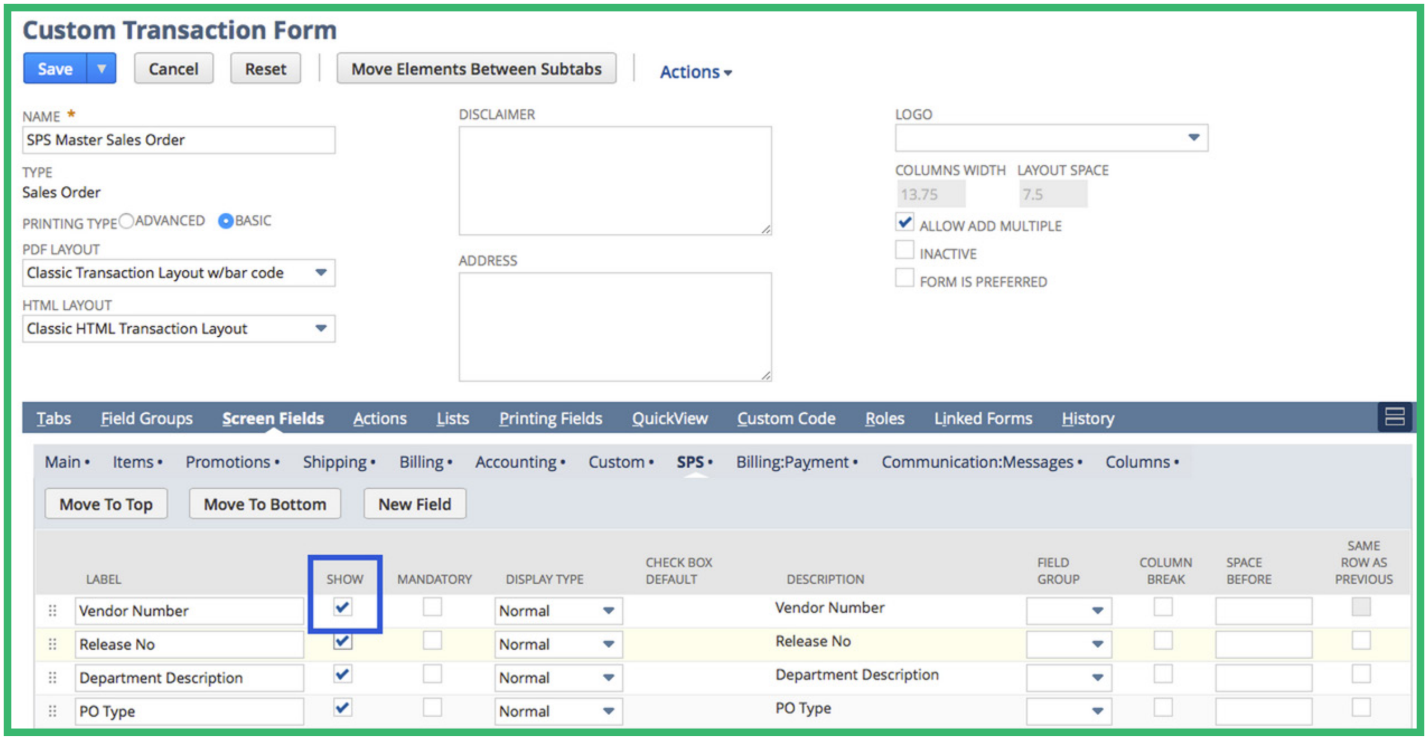
When a warehouse is fulfilling your order, ***Warehouse Shipments*** are processed as Item Fulfillment back into NetSuite. This will update your order from *Pending Fulfillment* to *Pending Billing* or *Partially Fulfilled* allowing you visibility into when your products have shipped and update inventory appropriately within **NetSuite**. The **NetSuite** Sales Order number is included on the outbound order to your warehouse to be referenced when the Item Fulfillment is returned and imported to your **NetSuite** account.

Bundle Components

A complete list of components is located on the ***SPS Supplier Integration Bundle*** on the **NetSuite** SuiteApp repository.

Enabling/Disabling Custom Fields on Forms

The ***SPS Supplier Integration Bundle*** deploys custom fields for use on Sales Transaction Forms. **NetSuite** supports Form customizations to activate or deactivate fields relevant to your trading partnerships. To activate fields on forms go to **Customization** > **Forms** > **Transactions Forms** and locate the form you would like to customize. Once the form is opened for editing, go to the **Screen Fields** tab and locate the sub tab where fields are viewable on the form to activate or deactivate.



Viewing InternalDs

NetSuite stores record by ***Internal IDs***. Internal IDs are used in trading partner settings, such as cross references, to ensure data is translated appropriately to and from NetSuite. If you do not see internalIDs assigned to NetSuite records, go to:
Home > **Set Preferences** > **General** (Tab) > **Defaults** (Section) > **Show Internal IDs**.

Advanced Settings

Purchase Order Acknowledgement Definition Modifications

The file created from the ***Create PO Ack*** action is the result of a **NetSuite** Saved Search. The **SPS Commerce** PO Ack Template Saved Search is deployed as part of the **SPS Commerce** bundle. By default, the search returns native **NetSuite** and SPS Custom Field definitions.

IMPORTANT: *Columns may not be removed from the Search and Custom Labels may not be modified in the Search and the Search Criteria may not be changed. Additional columns can be added to the Saved Search and field sourcing can be adjusted provided the Custom Label remains the same. Modifying the existing criteria and results of the Saved Search will cause issues on the mapping of the Purchase Order Acknowledgment out of your NetSuite account.*

For further information on **NetSuite** Session Limitations, please refer to ***NetSuite's Help Center***. To increase throughput, SPS supports **SuiteCloud Plus**. SuiteCloud Plus supports up to 10 concurrent sessions via Web Services. Please refer to NetSuite's Help Center for additional information on the benefits of SuiteCloud Plus.