



NTT DATA Business Solutions

SAP Service Description Document for G-Cloud for:

SAP S/4HANA Financial Close Solutions

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NTT DATA Business Solutions is a Global Value-Added Reseller of SAP and provides all SAP products in the same form as if they were purchased directly from SAP.

NTT DATA Business Solutions

We Transform. SAP® Solutions into Value

We understand the business of our clients and know what it takes to transform it into the future. At NTT DATA Business Solutions, we drive innovation - from advisory and implementation, to managed services and beyond, we continuously improve SAP solutions and technology to make them work for companies - and for their people.

Aiming to transform, grow and become more successful? We provide you with more than in-depth expertise for SAP solutions: As your passionate partner, we connect your business opportunities with the latest technologies – and offer you a unique approach to get the job done as smoothly as possible. Our close ties to SAP and other partners give you access to innovative solutions and developments. Being part of the global NTT DATA group enables us to master any scope of project.

With operations in more than 30 countries, we have enabled thousands of companies become more efficient and effective during the last three decades. Our more than 14,000 experts around the world will also accompany you on your journey toward a truly intelligent enterprise – wherever you want to start! We have specialised in making SAP solutions work for companies – and for their people: We Transform. SAP® solutions into Value.

We are proud to be consistently recognised within the SAP ecosystem, having won multiple SAP accolades over the years. We are also delighted to announce our recent achievement of four SAP Pinnacle Awards in the categories of GROW with SAP, SAP Business AI Customer Adoption, Business Transformation Management, and Cross-Portfolio Success. These awards celebrate the exceptional performance of the world's foremost SAP partners, underscoring our commitment to excellence and innovation. With four wins and five finalist positions, we stood out as the leading winner in 2025. Additionally, our greatest asset and our most significant differentiator is our people. In 2025, the NTT DATA Group was named a Global Top Employer in 33 countries by the Top Employers Institute. This award highlights our dedication to creating a thriving work environment and confirms our status as a choice destination for IT professionals.

Service

SAP S/4HANA Financial Close Solutions

- Automate and streamline finance – from reconciliation and consolidation to compliance and reporting
- Streamline financial consolidation and close processes by unifying operational and group reporting
- Plan and manage the financial close with automation to improve governance, compliance, and transparency.

SAP Advanced Financial Closing

With the SAP Advanced Financial Closing solution, you can meet regulatory disclosure mandates and gain real-time insights to make better decisions, reduce time and effort, and help ensure compliance.



Improving transparency and insight

Monitor closing progress across your subsidiaries and headquarters with real-time insight into the status of each financial close.



Boosting efficiency and speed

Streamline manual tasks and accelerate your closing by using notifications, optimising workflows, and automating escalations and key controls.



Safeguarding your close

Define a game plan for entity close and use it across companies and closing cycles, and improve governance and compliance with a clear audit trail.

Closing templates

Utilise closing templates, delivered with best practice entity close content, map sequences & dependencies within an entity close template & reuse templates across multiple entities and close cycles. Within the templates embedded features such as task lists, workflow approvals & notifications are available as standard.

Closing Automation

Increase the efficiency and speed of your close with automation routines, schedule & execute jobs across your landscape, according to a pre-determined sequence or dependency, enable user self-service access to closing transactions.

Monitoring & Insights

Achieve real-time insight into your financial close process enhancing capacity for business analysis & decisions. Ensure the quality and governance of each close, to meet regulatory disclosure mandates, facilitate analysis of critical paths to continuously optimise your close.

SAP S/4HANA Cloud for Group Reporting

With SAP S/4HANA Finance solution for group reporting, you can drill down consolidated reports to see documented details real time in the general ledger. The functionality supports unified entity & group close reporting, with advanced group consolidation capability.



Real-time data access

Consolidate planned and actual data in real time, both before and after closing. Necessary adjustments can be made locally and results provided immediately.



An accelerated financial close process

Combine financial, managerial, and operational data into a single repository and accelerate performance with real-time processes and analytics.



Unified consolidation and transactional tasks

Manage consolidation with an integrated environment, reduce data movements, and eliminate time-consuming reconciliation processes and analysis of inconsistencies.

Unified entity and group close reporting

Access a single source of truth for local operational and group-level data, drill down from consolidated reports to transactional data & integrate with the SAP S/4HANA solution for central finance

Continuous accounting

Identify and correct issues pre-close, distribute workloads continuously and evenly over the accounting period, achieve real-time performance monitoring

Advanced group consolidation features

Enable finance team collaboration across embedded intercompany reconciliation processes, support inter- and intra-segment elimination with innovative reporting functionality, use flexible user-defined validation rules and drill down to context information and underlying journals.

SAP Group Reporting for Data Collection

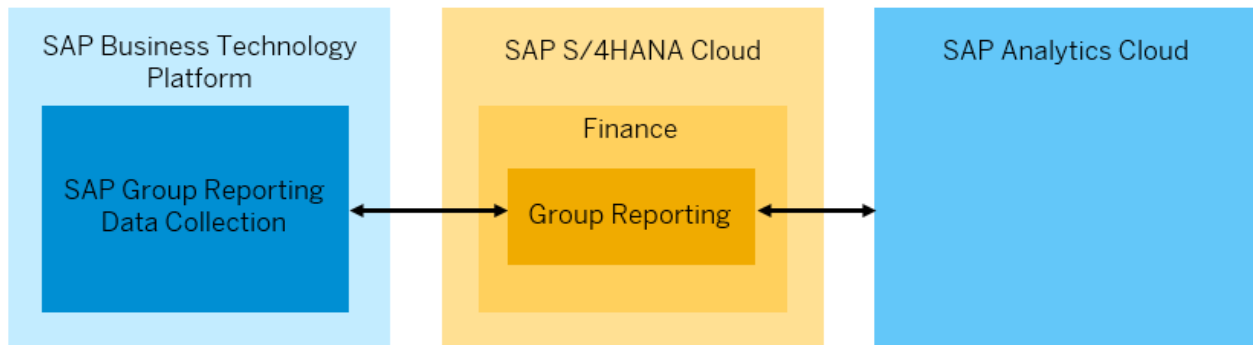
SAP Group Reporting Data Collection enables you to gather financial data for a business unit. Once the data is saved, the data can be used for consolidation purposes in SAP S/4HANA Cloud.

Predefined forms are provided to enable data collection, you can gather financial data for each of your companies and your entire group or corporation. These forms gather financial data on, for example, financial assets, current assets, financial liabilities, provisions, and equity.

A grid display shows the existing data uploaded from SAP S/4HANA Cloud. You can also manually enter new data.

In Addition to pre-defined forms, a form designer function supports creation, change & deletion of forms, as well as definition of how forms are displayed.

The graphic below shows the link between SAP Group Reporting for Data Collection & SAP S/4HANA Cloud for Group Reporting. Connection to SAP Analytics Cloud is an additional reporting option available.



SAP S/4HANA Cloud for Contract and Lease Management

SAP S/4HANA Cloud Contract and Lease Management provides a single point of entry for collection and validation of lease contract data. Valuation calculations are performed, and financial postings generated from these calculations.

SAP S/4HANA Cloud Contract and Lease Management supports the requirements for the new IFRS 16 and US GAAP ASC 842 standard.

Master Data Maintenance, Contract Management, Invoicing, Valuation & Reporting are delivered as standard functionality within SAP S/4HANA Cloud Contract and Lease Management.

Available on SAP Cloud ERP only

SAP S/4HANA Cloud for Contract, Lease and Real Estate Management

The Financial Accounting Standards Board (FASB) and the International Accounting Standards Board (IASB) have defined accounting principles (such as IFRS 16, US-GAAP ASC 842, and FAS 13) that specify how rental and leasing contracts are to be expressed in financial statements. These specify in particular; lease-ins of real estate and other equipment must be valued as assets and leasing liabilities in the financial statement. In this context, the assets represent the right of use (RoU) acquired as a result of the lease-in.

This solution enables the parallel valuation of rental and leasing contracts according to different accounting principles for lease-in and lease-out relationships. Based on these valuations, postings are made in Asset Accounting and in the financial statement.

The solution provides you with a comprehensive overview of your contract data. This helps you gain an in-depth understanding of the legal, financial, and business effects associated with your rental and leasing strategy, enabling the decision-making process easier for you

Contract data

To map the data of your rental and leasing contracts, create a contract in the system for the contract & create assets automatically for the leased objects and subsequently valuations are performed.

Parallel valuation

You can create one or more valuation rules for each accounting principle. A valuation rule contains information to control how the valuation is to be calculated and posted.

Valuation run

You can trigger the valuation of the contract from contract processing directly. Alternatively, you can value multiple contracts in a mass run. In both cases, a valuation cash flow is generated.

Posting of the balance sheet valuation

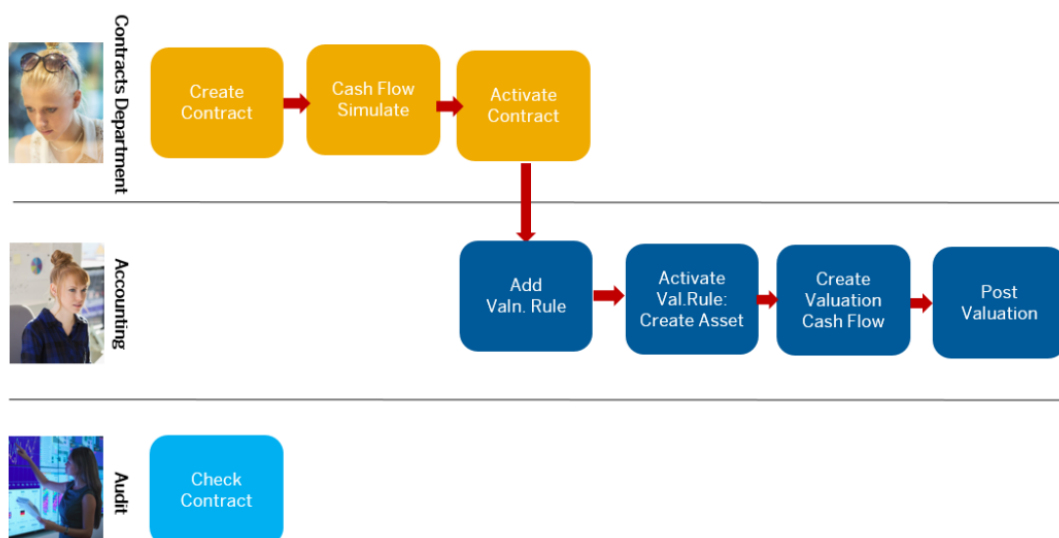
The balance sheet valuation is posted for each accounting principle based on the valuation cash flow. You can also do this from contract processing directly.

Follow-on valuations

If contract changes are made for the leased object, you can perform a new valuation of the contract.

A unified dataset for all users

The solution supports close collaboration between the employee responsible for contract maintenance, the balance sheet accountant and the asset accountant. All use the same dataset (including contract conditions and contract terms), but their activities can be restricted using the relevant authorisations.



Available on SAP Cloud ERP Private Only

Onboarding

The SAP software is made available to the customer from the point of contract signature as a Software-as-a-Service.

Full use of the service is enabled through an implementation project. NTT Data Business Solutions are able to deliver the implementation project through our listing for SAP Cloud Support Services (Implementation), also on G-Cloud.

There is a pre-requisite software service of RISE/GROW journey with SAP Cloud ERP or SAP Cloud ERP Private to support the following elements

- SAP Advanced Financial Closing
- SAP S/4HANA Cloud for Group Reporting
- SAP Group Reporting for Data Collection - BTP

There is a pre-requisite software service of RISE with SAP Cloud ERP Private to support the following elements

- SAP S/4HANA Cloud for SAP S/4HANA Cloud for Contract, Lease and Real Estate Management
- SAP S/4HANA Cloud for Accounting Integration, Private Edition

There is a pre-requisite software service of RISE with SAP Cloud ERP to support the following elements

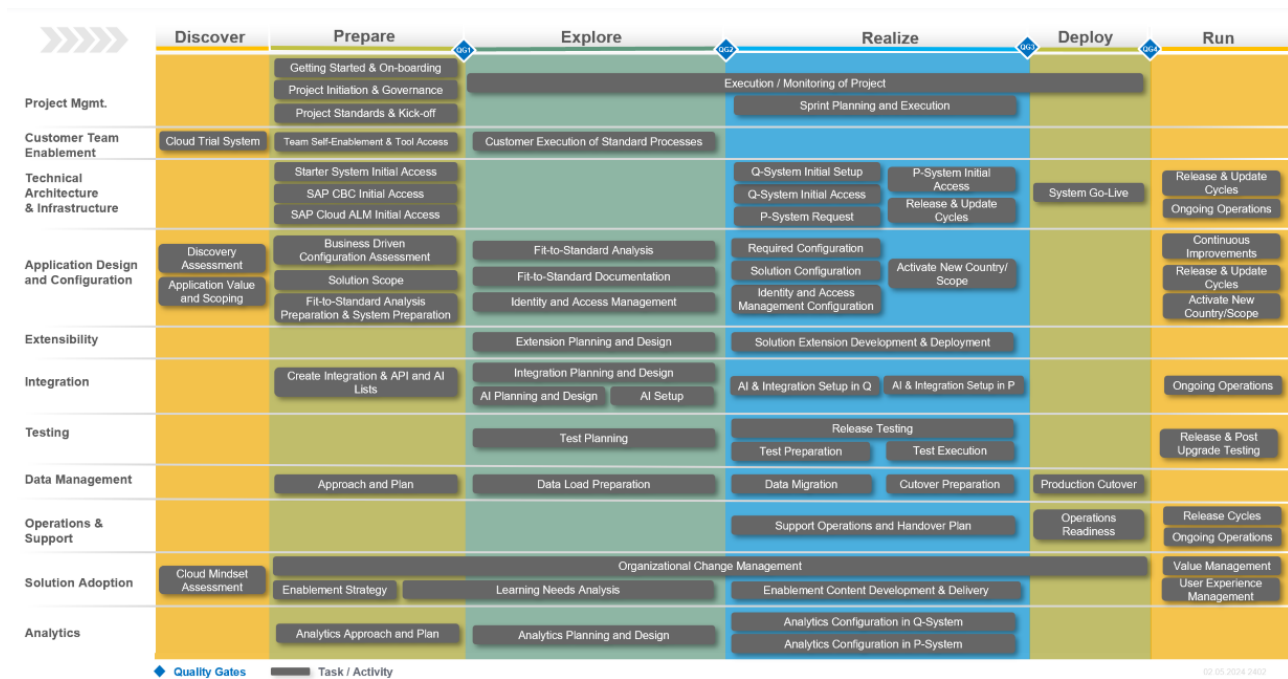
- SAP S/4HANA Cloud for Contract and Lease Management

General Implementation Approach

NTT Data Business Solutions offer implementation and advisory consulting services for the implementation and onboarding of the SAP software, available through our Lot 3 listing – NDBS Cloud Support Services (Implementation). These services cover:

- Application skills for implementation, configuration, testing support
- Value Added services for: change management, training and training strategy, data migration
- Technical skills for development of applications, enhancements, and integrations to the SAP platform

Customers achieve fast and cost-efficient deployment of SAP products and innovations through a consistent and proven methodology, SAP Activate®



The implementation approach encompasses the management of the key workstreams (left axis) throughout the 6 phases of implementation (top axis). Key activities during implementation include:

Discover Phase Activities:

- User enablement via the trial system
- Solution scoping via the SAP Digital Discovery Assessment tool
- Value discovery

Prepare Phase Activities:

- Define project goals, a high-level scope, and a project plan
- Identify and quantify business value objectives
- Secure executive sponsorship
- Establish project standards, organisation and governance
- Define and secure approval for the implementation/upgrade strategy
- Define roles and responsibilities for the project team
- Validate the project objectives
- Establish project management, tracking, and reporting mechanisms for value delivery
- Begin self-enablement
- Develop enablement strategy
- Receive and access the initial systems
- Kick off the project

Explore Phase Activities:

- Project management execution, monitoring and controlling
- Customer project team enablement
- Fit-to-standard analysis
- Configuration definition
- Integration prerequisites confirmation
- Solution extension preparation
- Data load preparation

Realise Phase Activities:

- Establish the solution landscape
- Implement the solution in the quality environment using incremental build in time-boxed iterations (sprints)
- Conduct overall end-to-end testing of the solution
- Set up production environment
- Prepare for data migration and data archiving
- Conduct project team and key user training
- Testing of the solution
- Finalise end user training materials and documentation
- Track and report on value delivery

Deploy Phase Activities:

- Finalise the solution and business processes for production go-live
- Proceed with cutover activities including data migration
- Execute transition and cutover plans including organisational change management (OCM) plans
- Complete all scheduled end user training
- Track and report on value delivery
- Develop post-go live support plan

Run Phase Activities:

- Ongoing system operations
- Continuous change management
- Continuous learning
- Continuous improvement
- Release cycles

Our approach embeds the following principles:

- **START with BEST PRACTICES** - with the solution delivered through proven, re-useable Knowledge Assets and pre-built content, including Process Flows, pre-configuration, Test Scripts, Data Migration Assets, and end-user documentation and help
- **VALIDATE the SOLUTION** - Validation to Best Practices and Fit-Gap Analysis
- **MODULAR and AGILE** – SAP provides the ability to deliver the solution incrementally, ensuring to value and focus on key business benefits
- **PRE-ASSEMBLY & CLOUD READY** – Pre-built Best Practices enable customers to accelerate implementation whilst leveraging the flexibility and speed of the cloud
- **QUALITY BUILT-IN** – A stage gate approach with embedded quality milestones delivers early identification and management of risk, with a “total quality” approach to implementation
- **A FOCUS ON ADOPTION** – Utilisation of Best Practices as an accelerator allows the project to focus less on the technical aspects of the solution, and more on the data and adoption aspects that are critical to success

Implementation projects for all products and services are tailored to the customer, and delivered in line with client needs and requirements.

This service is typically implemented in parallel with RISE with SAP Cloud ERP

Service Levels and Support

For productive system the service level for availability is 99.7%. For non-productive systems (development, test) the service level for availability is 99.5%.

Software Support is provided by SAP Enterprise Support. Additional cost options are available for enhanced support from SAP and details are available on request.

NDBS can also provide additional application and technical managed service support for the application which enhances the SAP Enterprise Support with additional support for the application and the technical elements of the application. This can include 'how do I?' and 'break-fix' type support.

Maintenance Windows

SAP Cloud ERP

Half yearly updates, with published scheduled downtime for updates.

Customers are always on the latest version as the bi-annual upgrade is mandatory.

Maintenance window of 4 hours per week (Saturday 22:00UTC for Europe)

Major Upgrade window of 24 hours per each bi-annual upgrade (Saturday 04:00UTC for Europe)

SAP Cloud ERP Private

Major updates available every 2 years along with interim Feature Packs every 6 months. Optional to take the updates and / or Feature Packs – but the customer must be on a supported / maintained release.

Maintenance and Upgrades are scheduled by the customer and in collaboration with SAP.

Offboarding, and Access to Data

When offboarding, SAP provides tools (as available for the cloud service) to download the data from the service. It is the customer responsibility to download the data prior to contract termination. Additional cost options can provide enhanced support from NDBS to support the customer in the offboard and data extraction elements up to the contract termination.

Business Continuity

For Public Cloud services, the production system is backed up daily along with multiple archive logs taken daily. Non-productive systems are backed up weekly along with multiple archive logs taken daily. Backups are stored in a secure offsite location. Backup cycles for production data is 28 days; for non-production data the cycle is 14 days.

Enhanced Business Continuity coverage is available as an additional cost service.

After Sales Support

SAP provides Enterprise Support for the duration of the subscription (software support). NDBS can enhance the Enterprise Support, by providing highly flexible Application and Technical Managed Services for the

buying organisation. As these can be tailored for individual customer requirements, NDBS can provide specific detail on application.