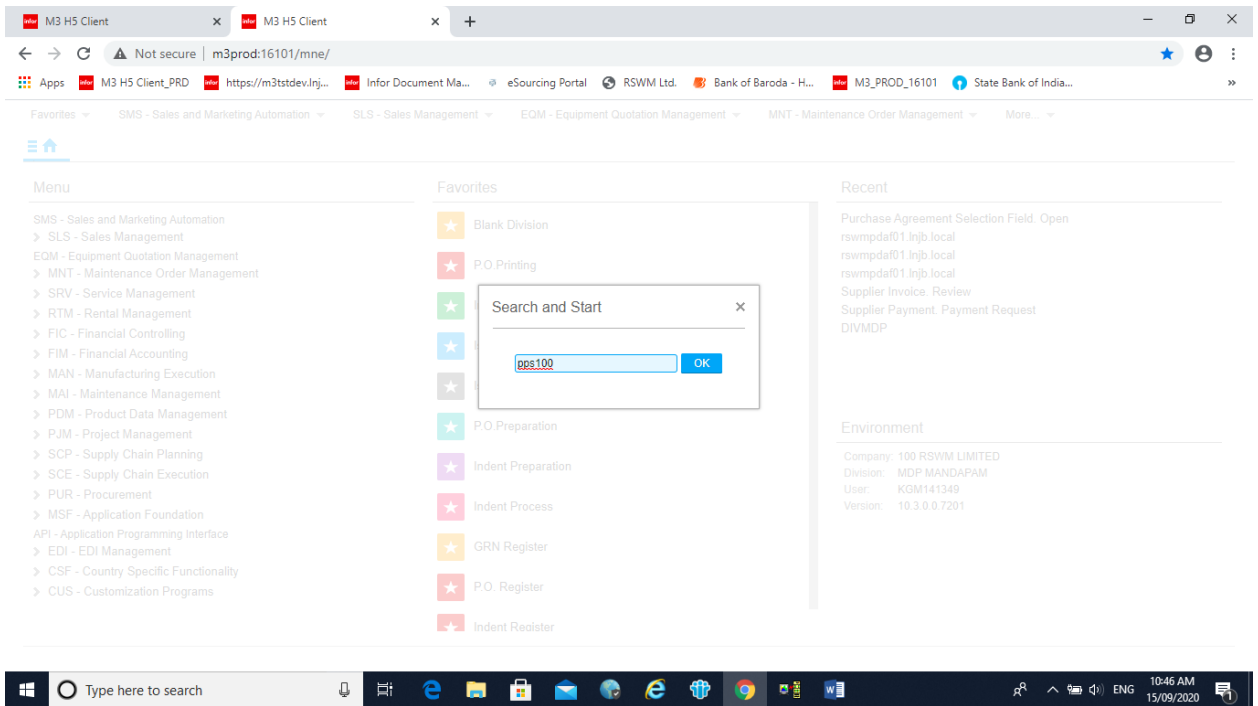


Purchase Agreement

Create a Normal Purchase Agreement

A Normal purchase agreement is used when prices, yearly requirements, delivery times, etc. are agreed upon with the supplier. A purchase agreement can be created manually from 'Purchase Agreements. Open' (PPS100) and defaulted to a purchase order when an order is placed with a supplier.

On Canvas - Control R and Call Program PPS100



Press Enter then PPS100/B1 panel displayed

The screenshot shows the M3 H5 Client interface. At the top, there are browser tabs and a navigation bar with various application links. The main content area displays a table of purchase agreements with the following columns: Supplier, Agr no, Atp, Val fr, Val to, Sts, and Text. The table contains 17 rows of data, including entries for 'Spindle Re-Buttoning Work' and several 'INTERNATIONAL CARGO CARRIER' entries. A 'Display' button is visible at the bottom right of the table area.

Supplier	Agr no	Atp	Val fr	Val to	Sts	Text
S110003882	2030025	001	010820	310321	40	Spindle Re-Buttoning Work
S130000001	010720	003	010720	310321	40	INTERNATIONAL CARGO CARRIER
S130000001	010820	003	010820	310121	40	INTERNATIONAL CARGO CARRIER
S130000001	160820	003	160620	310321	40	INTERNATIONAL CARGO CARRIER
S130000001	1630002	003	010416	310317	40	INTERNATIONAL CARGO CARRIER
S130000001	1630006	003	010416	310317	40	INTERNATIONAL CARGO CARRIER
S130000001	1630013	003	011016	311016	10	INTERNATIONAL CARGO CARRIER
S130000001	1630016	003	010416	310318	40	INTERNATIONAL CARGO
S130000001	1630017	003	011016	311016	40	INTERNATIONAL CARGO CARRIER
S130000001	1730007	003	010417	000000	40	BSW-ICC- WEF 01.04.17
S130000001	1730023	003	010417	000000	40	ICC-KGM-WEF01.04.17
S130000001	1730025	003	010417	310318	40	INTERNATIONAL CARGO CARRIER
S130000001	1730037	003	010417	300617	40	BSW-ICC- WEF 01.04.17-NEW

Press F13 to activate the P panel.

The screenshot shows the M3 H5 Client interface with the 'Settings' panel active. The 'Opening panel' dropdown is set to 'B-Browse'. The 'Panel sequence' field contains 'EFGT12'. The 'Date format' dropdown is set to '-Blank'. A 'Next' button is visible at the bottom right of the settings area.

Set the panel sequence to EFT12 and press Enter.

PPS100/B1 panel displayed

Enter a supplier and an agreement type (if sorting order 1 is used), and select New.

Enter Supplier and agreement types then press create

Supplier	Agr no	Atp	Val fr	Val to	Sts	Text
S110003882	2030025	001	010820	310321	40	Spindle Re-Buttoning Work
S130000215	1730035	001	010617	000000	40	NKH- FIRST FLIGHT COURIERS
S130000215	1730042	001	010717	310318	40	FIRST FLIGHT COURIERS LIMITED
S130000215	1730080	001	010417	310319	40	FIRST FLIGHT COURIERS LIMITED
S130000215	1830002	001	040518	310320	10	FIRST FLIGHT COURIERS LIMITED
S130000215	1830003	001	010418	000000	10	FIRST FLIGHT COURIERS LIMITED
S130000215	1830004	001	010418	310320	10	FIRST FLIGHT COURIERS LIMITED
S130000385	1630032	001	081016	251016	20	S.CHOUHAN MARKETING
S130000571	CTL/GAI	001	010417	310318	40	AMC FOR BANDWIDTH
S130001137	1930011	001	010219	310719	90	RATHORE TRANSPORT(01.02.19)NEW
S130001137	1930012	001	010219	310719	90	RATHORE TRANSPORT(01.02.19)NEW

Display

PPS100/B1 RSWM LIMITED MANDAPAM

PPS100/E Panel displayed

Panel Header

Supplier: S110003882 BRIM ENTERPRISES
 Agreement no:
 Agreement type: 001 Normal agreement
 Subject: Spindle Re-Buttoning Work

Details

Discount agr no:

Valid from: 010820
 Valid to: 310321
 Status: 10-Preliminary

Buyer: KGM141340
 Reference: 10-BHI
 Obj access grp:
 Currency: INR INDIAN RUPEE
 Exch rate type: 1 MAIN RBI RATES
 Discount 2: 0.00
 Payment terms: N40 100% ADV. SUPPL
 RFQ number:
 Suppl agrmt no: SP-007/27.07.20 /E.MAIL. 17.07.

Agreement date: 150920
 Renewal date: 010421
 Per of notice:
 Agreement prio: 50
 Upd purch qty: 1-At pin order or

Packaging terms: Unspecified
 Delivery method: 001 BY ROAD TRANSP
 Delivery terms: FML EXW
 Freight terms: CCD TRADER

Next

On the E Panel , enter required details like Subject, Valid From, Valid To, Buyer, Reference, Update Purchase Quantity, Renewal date, Agreement Priority, currency, payment terms, Delivery Method, Delivery Terms, Freight Terms, Supplier agreement number then press next.

Valid From- The field indicates the date from which an agreement takes effect. The date specified is compared with the order's planned or confirmed delivery date.

The date you enter must always be before "To" valid date.

Valid To- The field indicates how long the agreement is valid.

Renewal Date- The field indicates when the agreement is to be renewed. This renewal date is disabled when the agreement is changed to status 40.

Agreement Date-The agreement date specifies when the agreement was created

Agreement Priority-The field indicates the priority for the actual agreement, which is to be compared with other agreements for the actual supplier.

Supplier agreement Number-The field indicates the supplier quotation reference.

Update Purchase Quantity- the Update purchased quantity field indicates if the purchased quantity on the agreement must be updated. The valid alternatives are:

0 = No update

1 = Update when planned orders are created (If agreement used in PR to PO then 1 to be selected)

2 = Update when purchase orders are registered (If agreement used in PO then 2 to be selected)

Alternative 1 or 2 must be entered for the purchased quantity so as to reduce the agreed quantity.

Status-The status of a supplier agreement is used to show the progress of an agreement in the agreement flow.

The following status values are used:

10 - Preliminary / default status

20 - Completed agreement

30 – Distributed/Printed agreement

40 - Valid agreement

80 - Fulfilled

90 - Cancelled agreement.

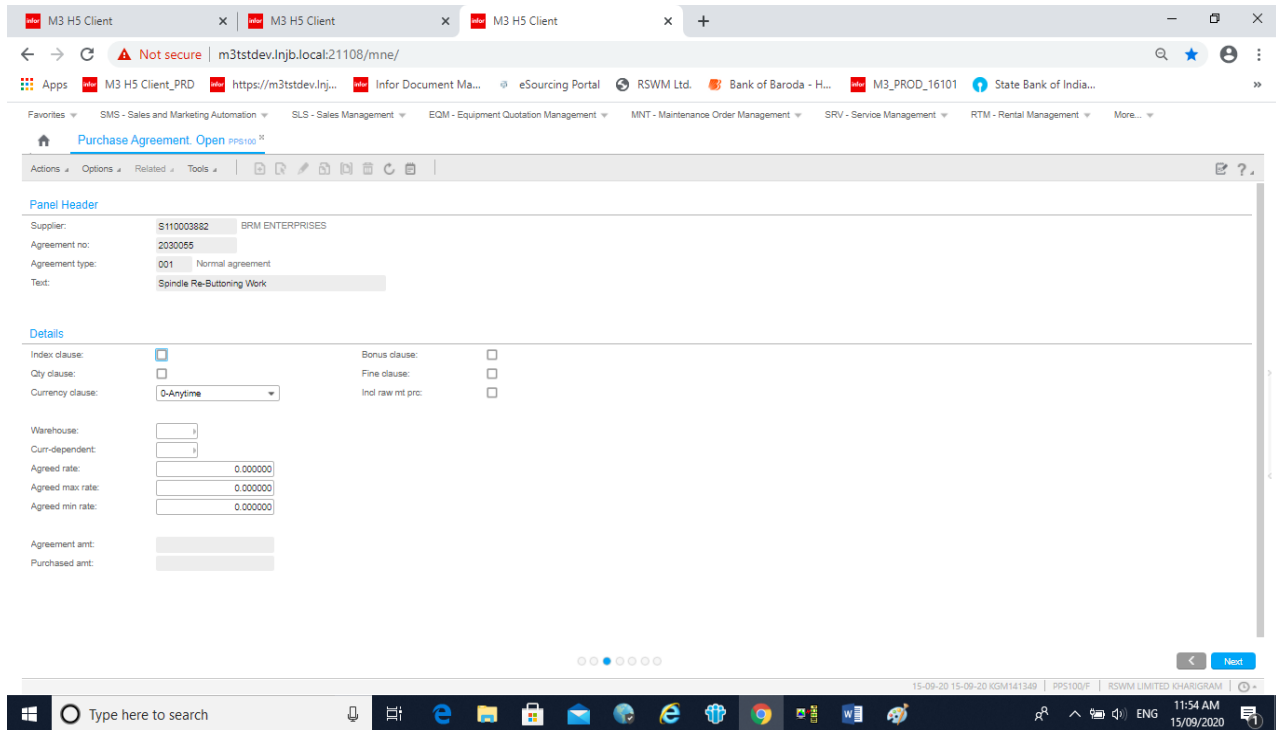
The status of a supplier agreement cannot be changed to 40 unless the supplier has a status of 20=approved.

If status is <20 or >=80, the agreement is not used in purchase order line entry.

If status is 20, 30 or 40, the agreement is valid and can be associated with a purchase order line.

Status 80 indicates that the actual received quantity is equal to or greater than the agreed quantity.

Press Enter PPS100/F panel displayed.



In above screen agreement number displayed on panel header.

On the F panel, the agreement amount and purchase amount are updated.

Check details and press next

After create PPS101/E panel displayed

The screenshot displays the SAP PPS101/E panel for a purchase agreement. The browser address bar shows the URL: `m3stddev.injbl.local:21108/mne/`. The page title is "Purchase Agreement. Open Lines PPS101".

Panel Header

Supplier: S110003882 BRM ENTERPRISES
Agreement no: 2030055 Spindle Re-Buttoning Work
Item number: SPRFREPM0024 REPCARGES OF REBUTTONING WOR

Valid from: 010820 - 310321 Agreement price: 50
Sequence no: 0

Details

Status agr line: 20-Active
Purchase price: 4 NO Setup price:
Currency: INR Exch rate type: 1
Discount 3: 0.00 Country of orig: IND INDIA
Agreed qty: 8000 Pur commitment: 1-Inform only
Purchased qty: 0.00 Purchased amt: 0-Anytime
PO UoM: NO
Received qty: 0.00

At the bottom, a dropdown menu for "Pur commitment" is open, showing options: 1-Inform only, 0-Anytime, 1-Inform only (highlighted), 2-Min quantity, and 3-Max quantity.

On the E panel, enter the purchase price, discount 3, agreed quantity, and purchase commitment.

The agreed quantity indicates the quantity specified in the agreement.

The purchase commitment indicates if a buyer must purchase a specific volume. The volume is defined by the agreement quantity.

The valid alternatives are:

0 = No, there is no agreement.

1= No, there is no agreement.

2= No, there is no agreement.

3= Yes, the agreed volume is the maximum quantity possible. If the accumulated ordered quantity is exceeded, a warning is issued when you enter a purchase order or create the purchase order from an order proposal for the proposal line Press Enter to return to PPS101/B.

Press Next PPS101/F Panel displayed

Supplier: S110003882 BRM ENTERPRISES
Agreement no: 2030055 Spindle Re-Buttoning Work
Item number: SPRFREPM0024 REP.CHARGES OF REBUTTONING WOR

Valid from: 010620 - 310321
Sequence no: 1

Details

Purch price btd: Renewal qty:
Bonus gen: Renewal amount:
Bonus item: Supply lead tm:
Order disc base: Goods rec mtd:
Warranty lim 1:
Warranty lim 2:
Warranty lim 3:
Warranty lim 4:

Next

On the F panel, enter the Goods received Method = DP

Press enter or next then line text panel displayed

M3 Text

Text block:
Name: Language:
Int/Ext:
Per Spindle Re-Buttoning Work With Replace Spring & Button

<< Previous Next >> Exit Refresh Text block

Press next then PPS102/B panel displayed

The screenshot displays the SAP PPS102/B interface. At the top, there are navigation tabs for 'Purchase Agreement. Enter Prices PPS102', 'Purchase Agreement. Open Lines PPS101', and 'Purchase Order. Open PPS200'. The main area shows the following details:

- Agreement no.: 2030055 Spindle Re-Buttoning Work
- Supplier: S110003882 BRM ENTERPRISES
- Item number: SPRFREPM0024
- Order quantity: 0.00
- PO U.M.: NO
- Purch price U.M.: NO
- Purch price qty: [empty]
- Currency: INR
- Exch rate type: 1
- Valid from: 010620 - 310321

Below these details is a table with the following columns: From qty, Purch price, Disc 3, and Npr. The first row is highlighted in blue and contains the values: 0.00, 4.00, 0.00, and 1. The subsequent rows are empty.

From qty	Purch price	Disc 3	Npr
0.00	4.00	0.00	1
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0
		0.00	0

At the bottom right of the table area, there is a 'Next' button. The Windows taskbar at the very bottom shows the date and time as 12:30 PM on 15/09/2020.

PPS102 is only displayed if the agreement is connected to an agreement type that allows volume-based prices and discounts.

On the B panel you can enter the From quantity, purchase price, and discount 3.

The normal price is the representative purchase price for the item displayed in PPS101/B and is used for purchase costing.

Press F3 then PPS101/B panel displayed with agreement line.

The screenshot displays the SAP M3 H5 Client interface. The browser address bar shows the URL `m3stddev.injb.local:21108/mne/`. The main content area is titled "Purchase Agreement. Open Lines PPS101".

Key fields in the header include:

- Agreement no.: 2030055 Spindle Re-Buttoning Work
- Supplier: S110003882 BRM ENTERPRISES
- Group ID: 50 Item
- Purch price dt: [Calendar icon]
- Valid from: 010820 - 310321
- Agreement prio: 50
- Currency: INR

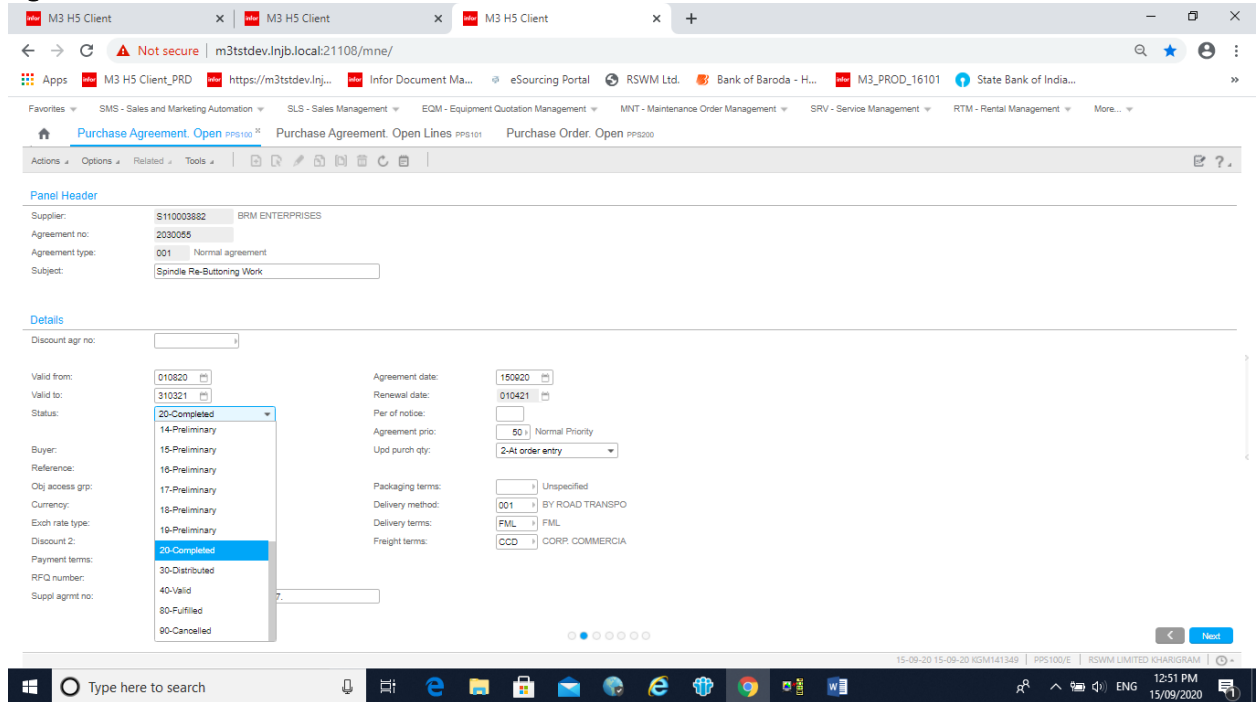
An "Apply" button is located below the header fields.

Item number	Str dt	Purch price	Prot	Setup price	Diso 3	Agreed qty	Purch qty	Purch amount	Received qty
SPRFREPM0024	010820	4.00		0.00		5000.00	0.00	0.00	0.00

The Windows taskbar at the bottom shows the system clock as 12:34 PM on 15/09/2020.

If new line to be added then same process to be adopted else press F3 till PPS100/B panel.

If Agreement work is completed then status changed to 20 by user and print the agreement.

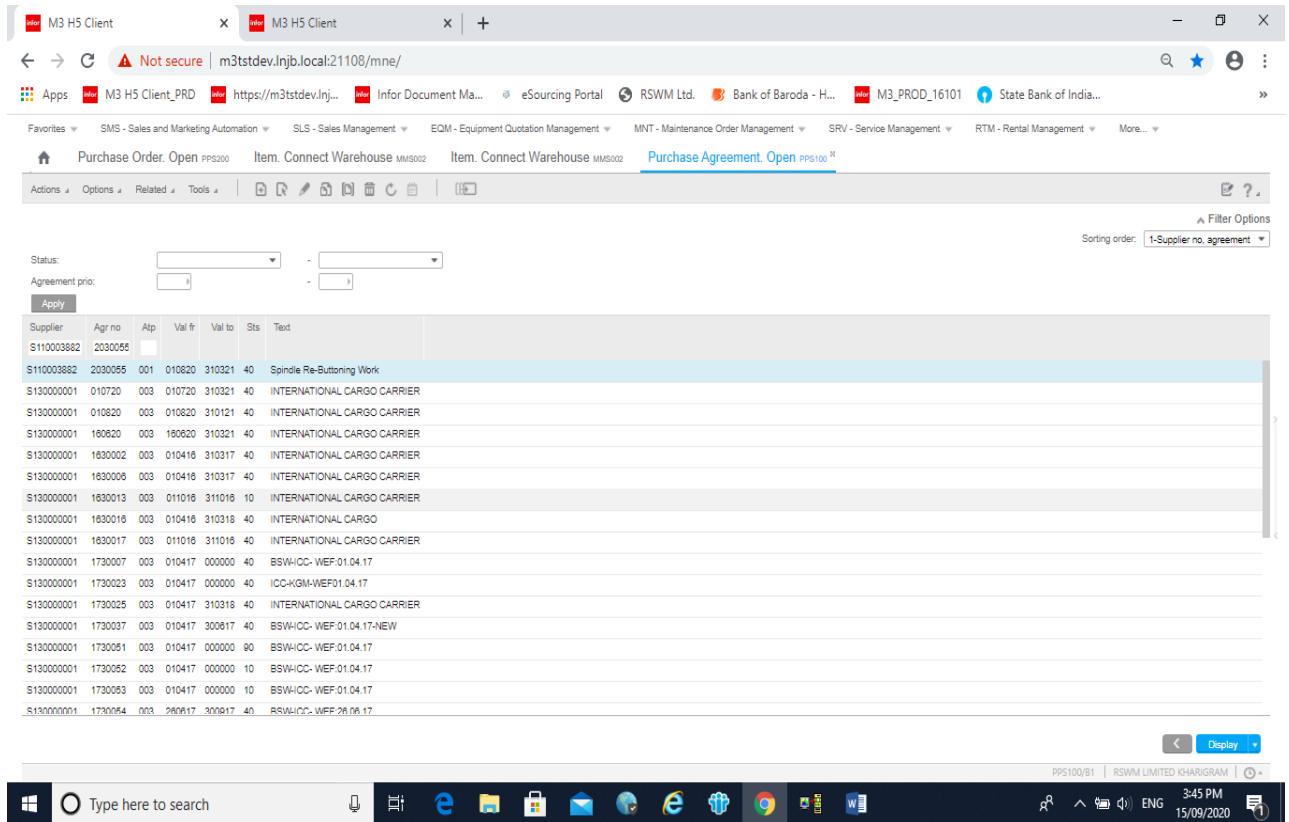


Print a Purchase Agreement

You can print a purchase agreement for physical references. Use option 6 = Print Documents in 'Purchase Agreements. Open' (PPS100/B). You can also print the purchase agreement from 'Purchase Agreement. Print Documents' (PPS530/E) by raising the status to 30.

An agreement report, displaying data from the agreement lines, can be printed from 'Purchase Agreement. Print Report' (PPS535/E).

After printing the agreement documents, inform to nominated person to change the status to 40 – Valid.



Cancel a Purchase Agreement

You can cancel a purchase agreement when the agreement expires and you no longer need it. You can manually cancel a purchase agreement by changing the status to 90 in 'Purchase Agreements. Open' (PPS100/B).

Use Agreements in Purchase Order

This document explains how you use agreements in planned purchase orders and purchase orders.

Start Program PPS200

M3 H5 Client

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Favorites SMS - Sales and Marketing Automation SLS - Sales Management EQM - Equipment Quotation Management MNT - Maintenance Order Management SRV - Service Management RTM - Rental Management More...

Purchase Order. Open ms200

Actions Options Related Tools

Filter Options

Sorting order: 1-PO number View: STD01-01-Standard view

Lowest status: -
 Highest status: -

Apply

PO no	Who	List	Stat	Ord dt	Buyer	Qty	Supplier	Supplier name	Order cost	Your reference	Gross wt	Changed by	Total qty	Mda
0018801033	M79	PO PRINTED	PO PRINTED	270219	MDP001725	TRP	S17000009	RSWM LIMITED - MDP	289950.000000	.	1159.800	RG200058	1159.80	
1	NKH	PO ENTRY STARTED	PO DELETED	181117	KAN001326	SPA	S11000071	LOBHCHAND MANGAL CHADER WALA(P)JTD				KAN001313	0.00	
101900001	F51	PO INVOICING	PO INVOICING	051219	FBCF11642	YRD	S110005800	VALSON INDUSTRIES LIMITED-UNIT II	175500.000000	DOM/TIM PO 192753		DNMD90592	1500.00	
101900002	F51	PO INVOICING	PO DELETED	051219	FBCF11642	YRD	S110000011	BANSWARA SYNTEX LIMITED	3289000.000000	CEN/LO/TIM PO 192455/192484		FBCF11642	6810.00	
101900003	F51	PO INVOICING	PO DELETED	051219	FBCF11642	YRD	S110005788	CHENAB TEXTILE MILLS	297050.000000	DOM/TIM PO-192486		FBCF11642	1300.00	
101900004	F51	PO PRINTED	PO PRINTED	051219	FBCF11642	YRD	S110002893	GIMATEX INDUSTRIES PVT.LTD.	40401.000000	DOM		DNMD90592	201.00	
101900005	F51	PO INVOICING	PO INVOICING	051219	FBCF11642	YRD	S110005799	MAHESHWAR YARN AGENCY	203500.000000	EXPORT		FBCF10488	1100.00	
101900006	F51	PO PUT AWAY	PO DELETED	051219	FBCF11642	YRD	S110005407	RAJ SYNTHETICS	248850.000000	DOM/TIM PO-191881,192271,192848		FBCF11642	1325.00	
101900007	F51	PO INVOICING	PO INVOICING	051219	FBCF11642	YRD	S110000004	RELIANCE INDUSTRIES LIMITED	283300.000000	DOM		FBCF10488	2800.00	
101900008	F51	PO PUT AWAY	PO DELETED	051219	FBCF11642	YRD	S170000004	RSWM LIMITED - RGS	5087115.000000	SISA/TIM PO-192297,192433,192745		FBCF11642	25565.00	
101900009	F51	PO INVOICING	85	051219	FBCF11642	YRD	S170000008	RSWM LIMITED - BSW	1099410.000000	DOM		FBCF10488	6910.00	
101900010	F51	PO INVOICING	PO INVOICING	051219	FBCF11642	YRD	S110005789	VISAKA INDUSTRIES LIMITED	138305.000000	BEST BUY		FBCF10488	585.00	
101900011	F51	PO PRINTED	85	051219	FBCF11642	YRD	S110001813	SANGAM (INDIA) LTD	3420590.000000	DUB937/DO/TIM PO-192434,680,686,728		FBCF10488	17805.00	
101900012	F51	PO PUT AWAY	PO DELETED	051219	FBCF11642	YRD	S170000008	RSWM LIMITED - KGM	17253988.880000	EXPORT		FBCF11642	78525.70	
101900013	F51	PO PRINTED	PO INVOICING	051219	FBCF11642	YRD	S170000007	RSWM LIMITED - VRD	1488000.000000	P.C.JAIN		FBCF10488	8000.00	
101900014	F51	PO INVOICING	PO INVOICING	101219	FBCF11642	YRD	S170000008	RSWM LIMITED - RSW	293250.000000			FBCF10488	1340.00	

Display

Type here to search

RSWMLIMITED KHARGRAM

2:47 PM 15/09/2020

Press Create button

M3 H5 Client

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Favorites SMS - Sales and Marketing Automation SLS - Sales Management EQM - Equipment Quotation Management MNT - Maintenance Order Management SRV - Service Management RTM - Rental Management More...

Purchase Order. Open ms200

Actions Options Related Tools

Facility: KGM CENTRAL PURCHASE & DISPATCH
 Warehouse: KGM KGM-CENTRAL PURCHASE & DISPATCH WH
 PO number:
 Supplier:
 Req delivery dt:
 Order type:
 Agreement no:
 Panel sequence: EP0T1H4S

M3 H5 Client

Confirm option 1 with Enter

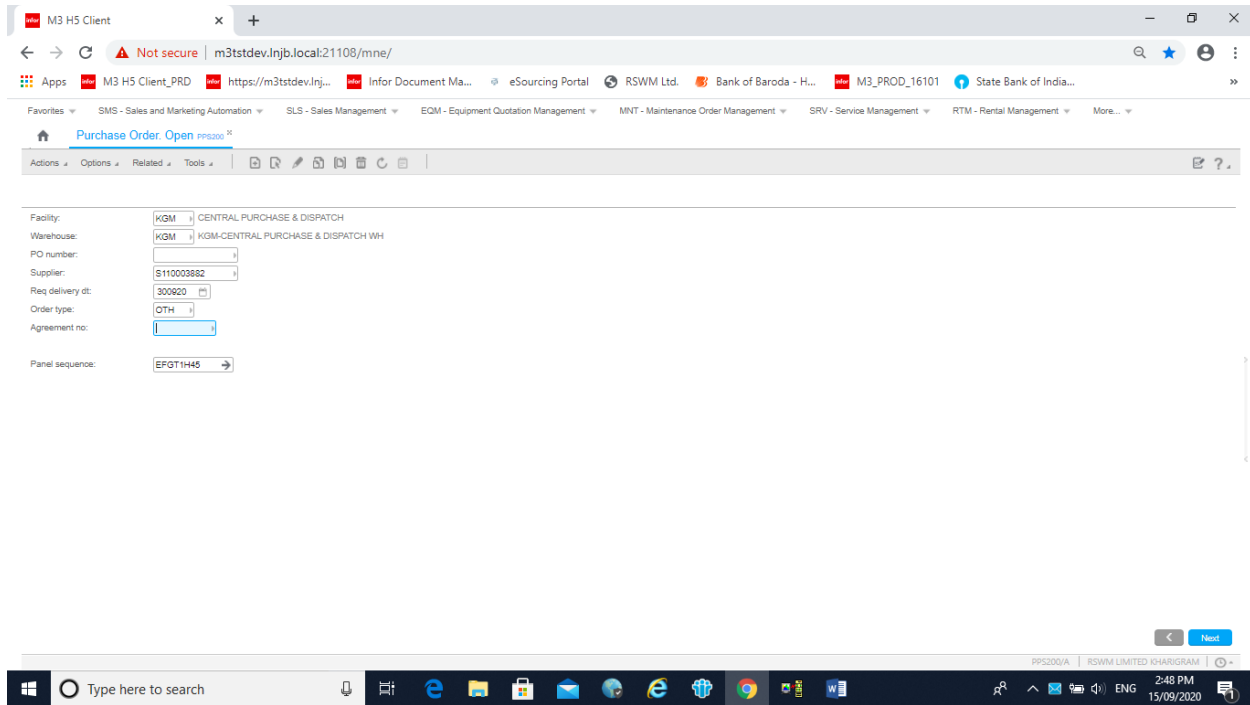
OK

Type here to search

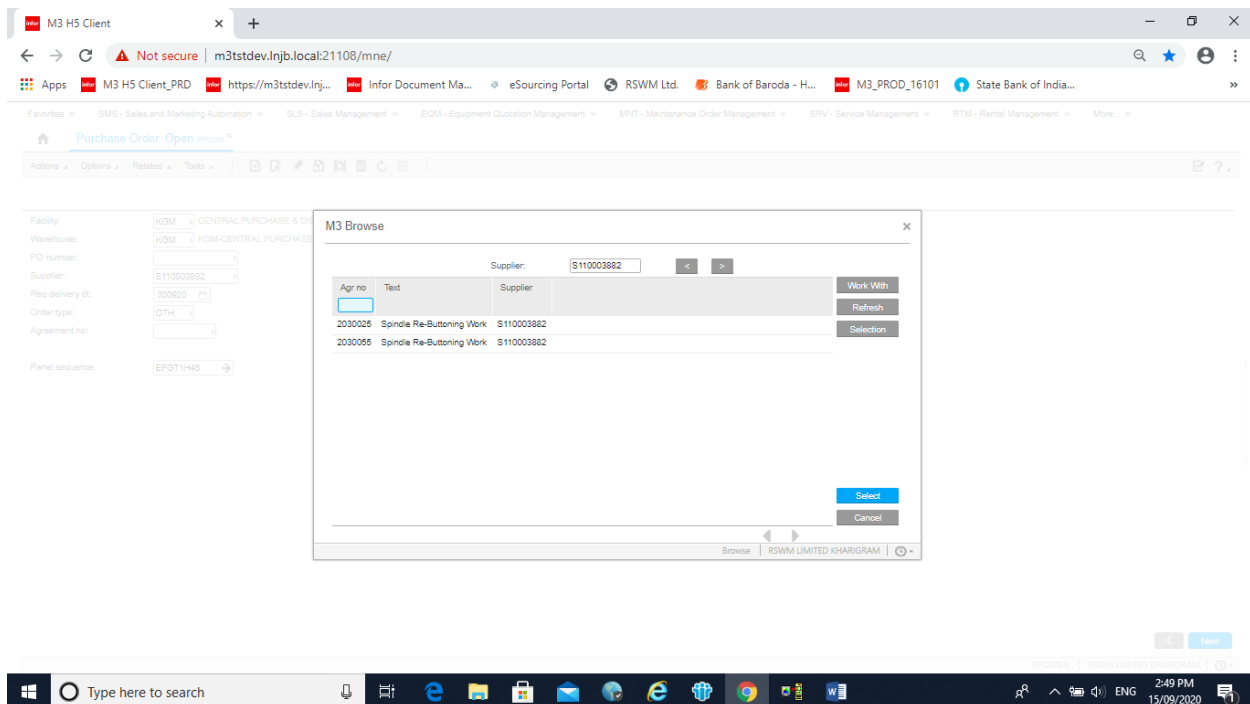
RSWMLIMITED KHARGRAM

2:47 PM 15/09/2020

Press OK



On a above screen enter supplier code , required delivery date & Order type and press F4 on agreement no. field then all valid agreement displayed for this supplier.



Selected desired agreement no. and press enter

PPS200/E panel displayed

Panel Header

Warehouse: KGM KGM-CENTRAL PURCHASE & DISPATCH WH
Supplier: S110003882 BRM ENTERPRISES
Order type: OTH WORK IN MILL
PO number: Status: 06 / 06

Details

Buyer: KGM141349
Requisition by: KGM141349
Order date: 150920
Est. delivery dt: 300920

Delivery terms: FML
Order re group: CCD CORP COMMERCIAL
Packaging terms: Unspecified
Payment terms: N40 40 DAYS
Currency: INR INDIAN RUPEE
Revision no:

Delivery method: 001 BY ROAD TRANSP
Harbor/airport: Unspecified
Rail station:

Monitoring list:
Payment mtd AP: CHK CHEQUE PAYMENT
Language: GB English
Telephone order:

Our ref no: 203055 1-Agreement no
Your ref 1: SANDEEP
Final dest: RSWM LTD.
Ship-via addr:

Please do not changed highlighted fields

Changed payment method to CCD if payment made through CCD/CFD

PPS200/E | RSWM LIMITED KHARIGRAM

On the E panel, the 'Our reference number' field displays the value of reference type 1. Reference type 1 indicates the agreement number.

Press next then PPS200/F displayed

M3 H5 Client x M3 H5 Client x +

Not secure | m3tstdev.lnjb.local:21108/mne/

Apps M3 H5 Client_PRD https://m3tstdev.lnjb... Infor Document Ma... eSourcing Portal RSWM Ltd. Bank of Baroda - H... M3_PROD_16101 State Bank of India...

Favorites SMS - Sales and Marketing Automation SLS - Sales Management EQM - Equipment Quotation Management MNT - Maintenance Order Management SRV - Service Management RTM - Rental Management More...

Purchase Order: Open PPS200

Actions Options Related Tools

Panel Header

Warehouse: KGM KGM-CENTRAL PURCHASE & DISPATCH WH
Supplier: S110003882 BRM ENTERPRISES
Order type: OTH WORK IN MILL
PO number: Status: 06 / 06

Details

Last reply date:
Due date:
Project number:
Currency terms:

Media profile: 41 E-Mail
Facsimile no:
Proj element:
Agreed rate: 0.000000

Agent:
Payee:
Delivery terms: FML
Terms text:
Signature:

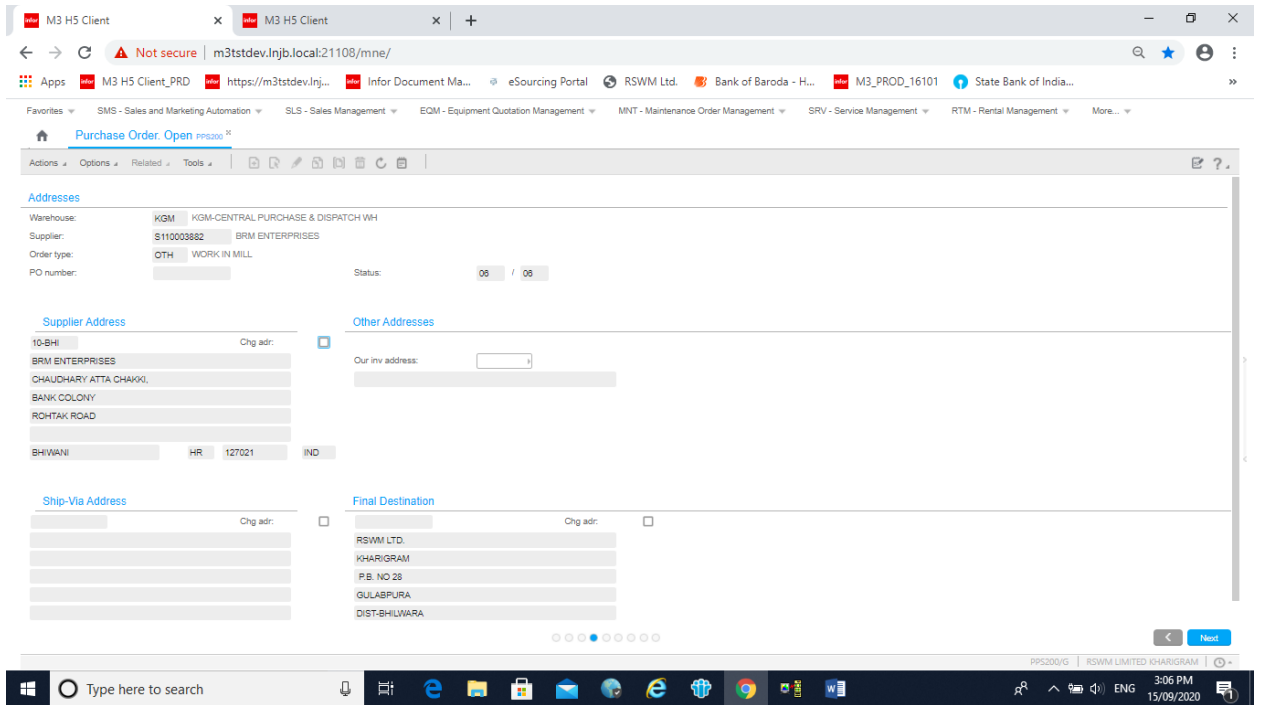
PPS200/F | RSWM LIMITED KHARIGRAM

Type here to search

3:04 PM 15/09/2020

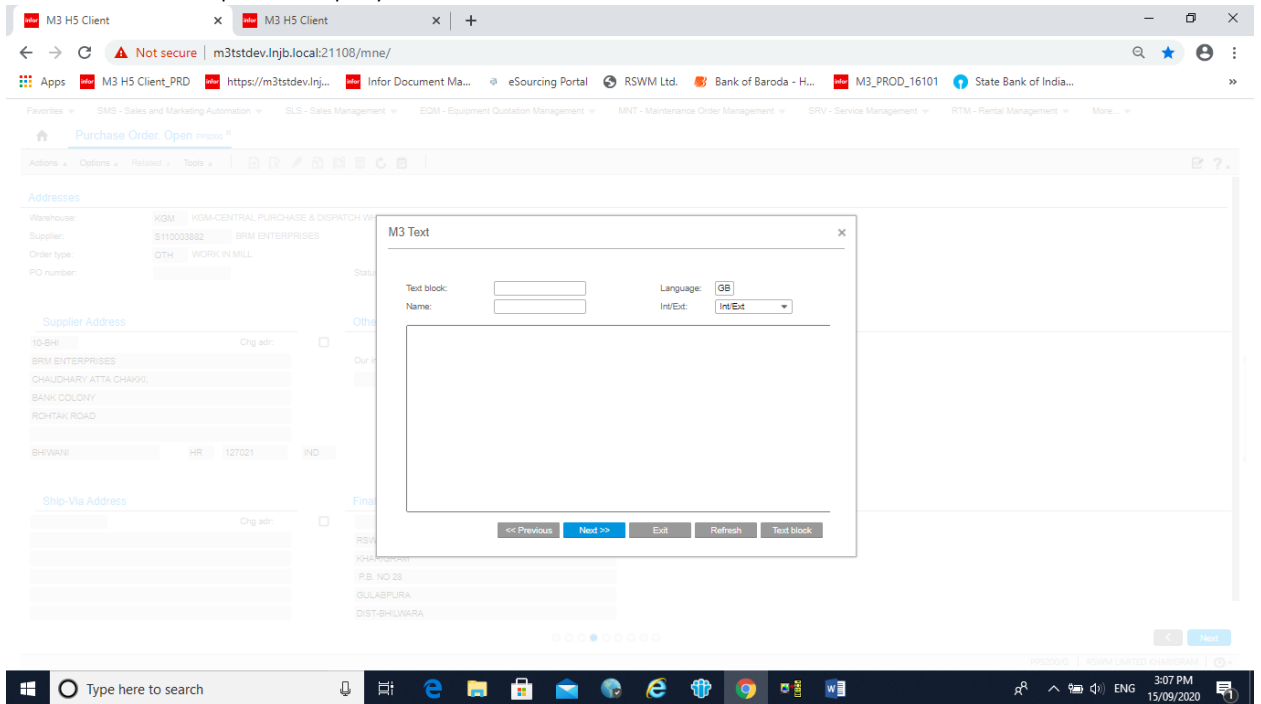
Signature - If authorization is needed, the authorization code is entered in the signature field.

Press next then PPS200/G displayed



The G panel shows different address fields. The address fields are opened for changes by activating the 'Chg adr' box followed by Enter.

Press Enter Text panel displayed



Press next button then PPS201/B1 panel displayed

Purchase Order: Open Lines PPS201

Panel Header

PO no: 132002340
 Suppl: S110003882 BRM ENTERPRISES

Details

Line	Sub	Lst	Whs	Item number	Name	Description 2	Order qty	U/M	Ltp

Net order value: INR

Line Entry

Whs: KGM Ln: Sub: Item number: SPRFREPM0024 Order qty: 1000 PO: Purch price: Ppu: Dtp:

Req del dt: 300920

Add

Enter Item code (same as per mentioned in agreement and Order Qty and press enter

'Item number' and 'order quantity' must be filled in.

After Press enter then PPS201/E Panel displayed

Panel Header

Warehouse: KGM KGM-CENTRAL PURCHASE & DISPATCH WH
 Supplier: S110003882 BRM ENTERPRISES
 PO no: 132002340 10 Status: 06 / 06
 Item number: SPRFREPM0024 REP.CHARGES OF REBUTTING WCR
 Stock zone:

Quantity, Date, Price

Order qty: 1000.00 NO Priority: 5 NORMAL

Req del dt: 300920 Cnf del dt: 011020 Plan date:

Delivery date: 300920 Yarn Length - Cone: 0

Purchase price: 4.00 NO INR Purch price qty: 0
 Discount 1/2/3: 0.00 0.00 0.00 Purch price bid: 0

Country of orig: IND INDIA Freight ref typ: 0-Use varies
 Our ref no: 2030055 1-Agreement no: Freight ref: 0
 Delivery terms: F.M.L. F.M.L. Delivery method: 001 BY ROAD TRANSPOR

Suppl quotation no: Harbor/airport: Unspecified Rail station: 0
 Pickup address: Place of load: 0
 Origin address: 0
 Ref order no: 0 0-Use varies
 Line total: 0

Units, Discount and 'prices' will automatically be retrieved from an agreement (PPS100)

On the E panel, the 'Our reference number' field displays the value of reference type 1. Reference type 1 indicates the agreement number.

'Units , Discount and 'prices' will automatically be retrieved from an agreement (PPS100)

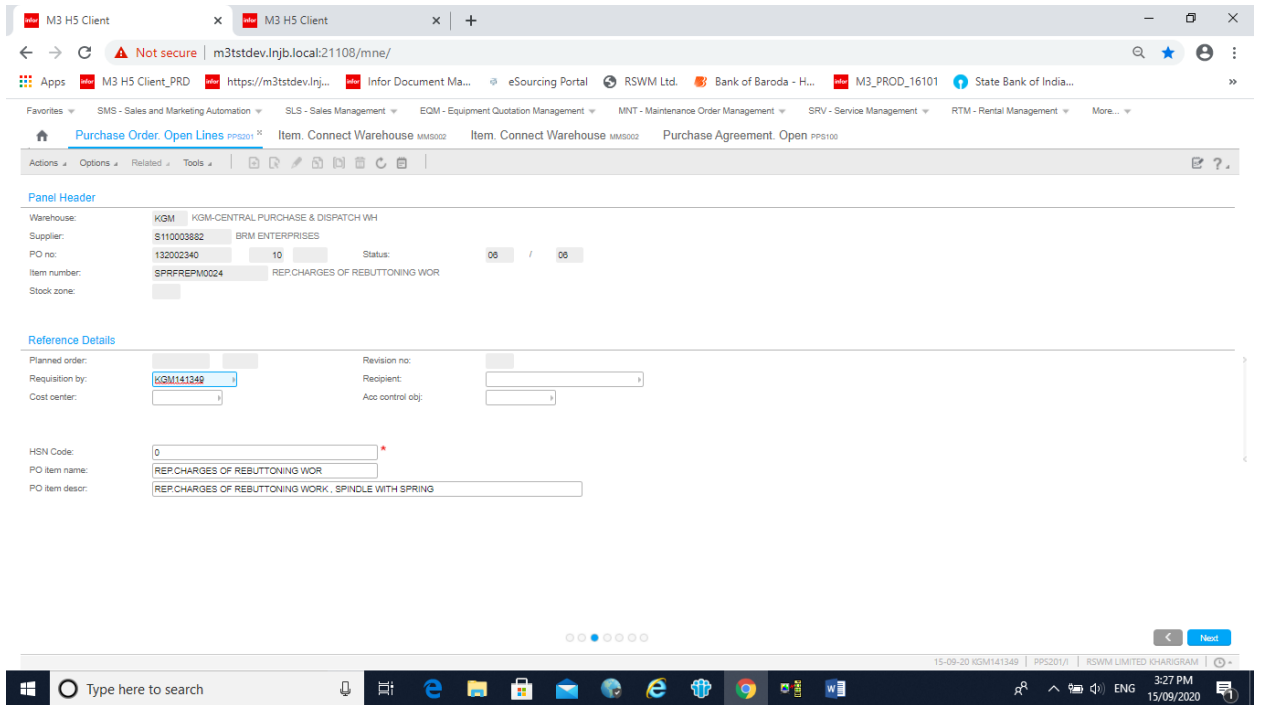
Three different type of discounts can be entered or defaulted:

Discount 1: Discount from the supplier master

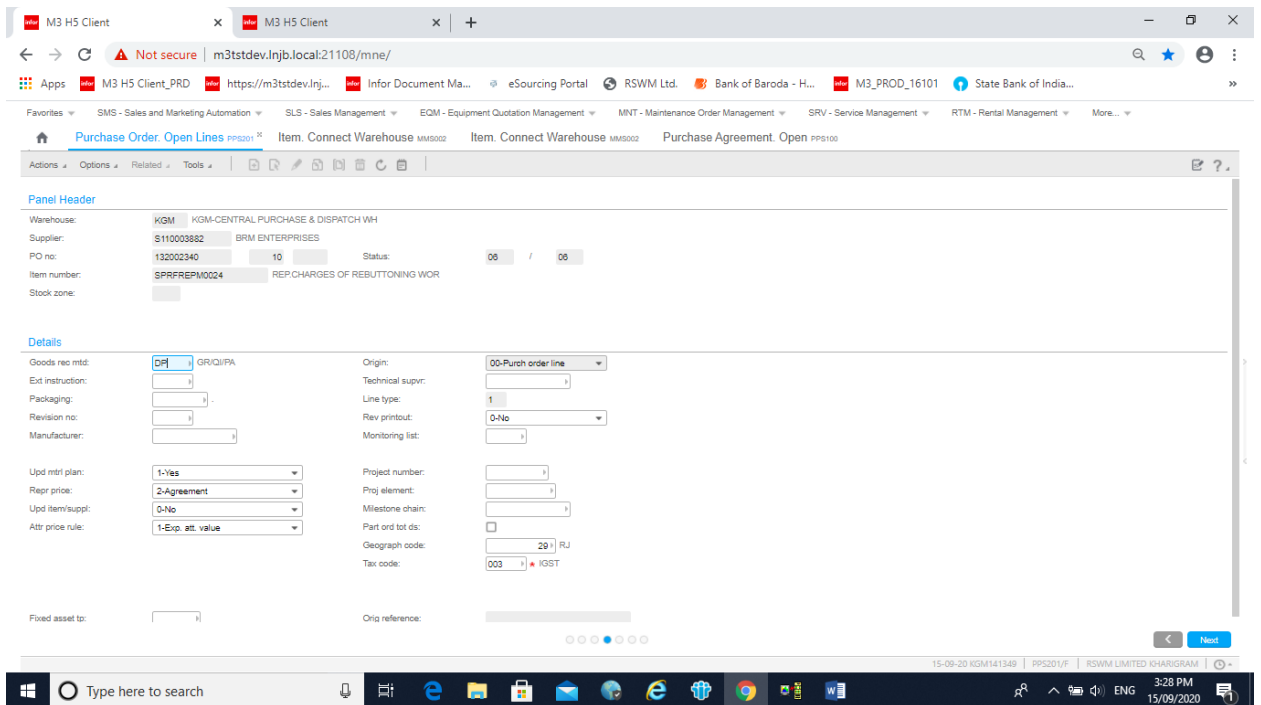
Discount 2: Discount from the agreement header

Discount 3: Discount from the agreement line

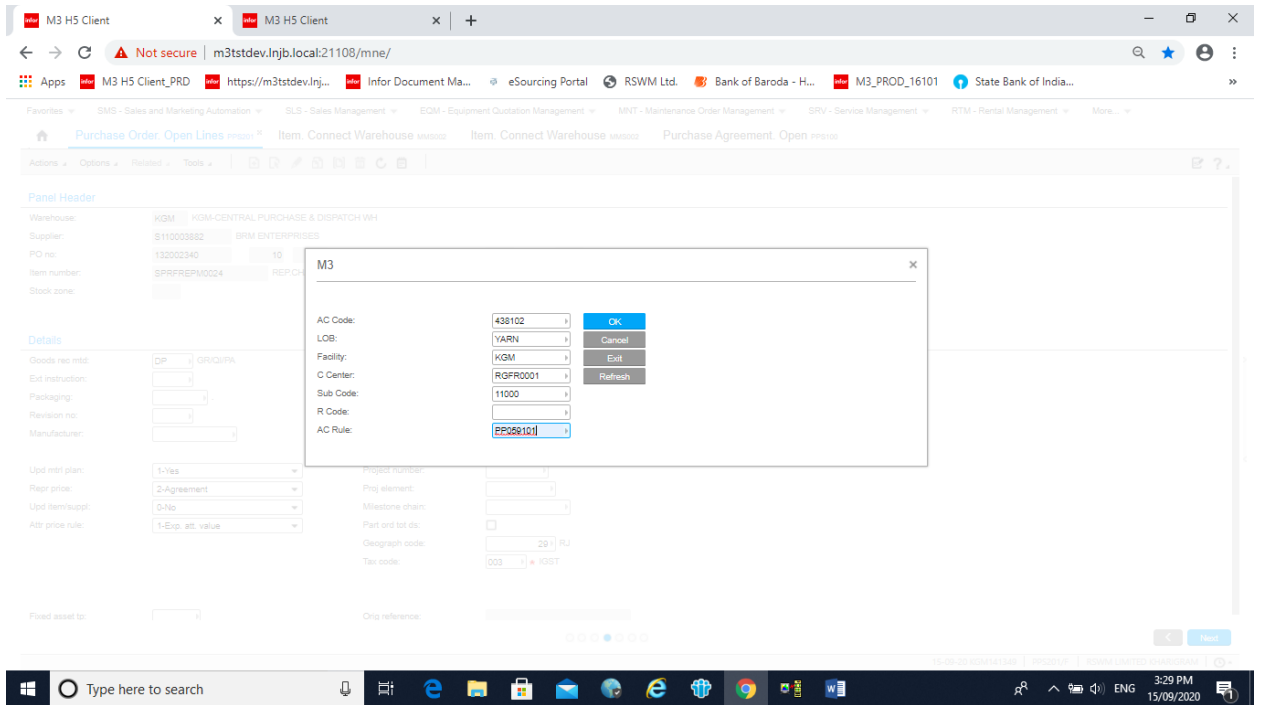
Press enter PPS201/I Panel Displayed



Press Enter PPS201/F Panel displayed



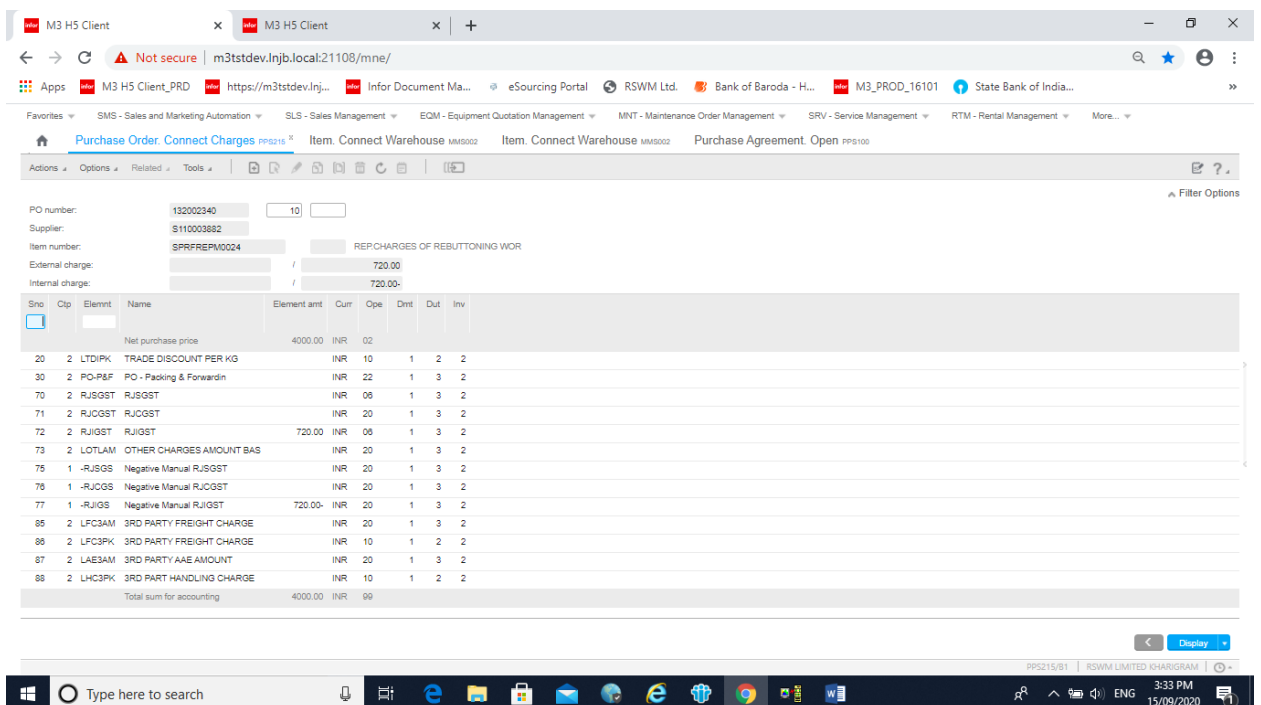
Press Enter accounting screen displayed



Accounting rule to be defined MM209071.

Accounting code to be defined for consumption like 438102.

Press Ok then PPS215 screen displayed



Press F3 then PPS201/B1 panel displayed.

After preparation of PO quantity updated in agreement

The screenshot displays the SAP M3 H5 Client web interface. The browser address bar shows the URL `m3tstdev.lnjb.local:21108/mne/`. The page title is "Purchase Agreement. Open Lines PPS101". The main content area shows the details of a purchase agreement:

- Agreement no: 2030055 Spindle Re-Buttoning Work
- Supplier: S110003882 BRM ENTERPRISES
- Group ID: 50 Item
- Valid from: 010820 - 310321
- Currency: INR

Below the details is a table with columns: Item number, Str dt, Purch price, Protz, Setup price, Disc 3, Agreed qty, Purch qty, Purch amount, and Received qty. The table contains two rows:

Item number	Str dt	Purch price	Protz	Setup price	Disc 3	Agreed qty	Purch qty	Purch amount	Received qty
GNAMAMCG0008	010820	100.00		0.00	5.00	0.00	1.00	95.00	0.00
SRFRREP00024	010820	4.00		0.00		5000.00	1000.00	4000.00	0.00

The bottom of the screenshot shows the Windows taskbar with the search bar, task icons, and system tray showing the time as 3:38 PM on 15/09/2020.