

	WORK INSTRUCTION	Page: 1 of 29
	SUPPLIER RELATIONSHIP MANAGEMENT (SRM)	Revision: Approved
	SUS Manage SRM Supplier Collaboration (Material – for Bidder)	

Transaction Overview

What

Use this procedure to:

- Perform PO confirmation (By Supplier)
- Accept GR (By Supplier)
- Create Invoice (By Supplier)
- Check Payment Status (By Supplier)

When

Perform this procedure when the above scenarios occurred.

Prerequisites

- PO has been created in ECC6 backend and transferred to SRM SUS

Menu Path

To login to SRM SUS portal, go to <https://supplier-selfservice.petronas.com.my/irj/portal>

Transaction Code

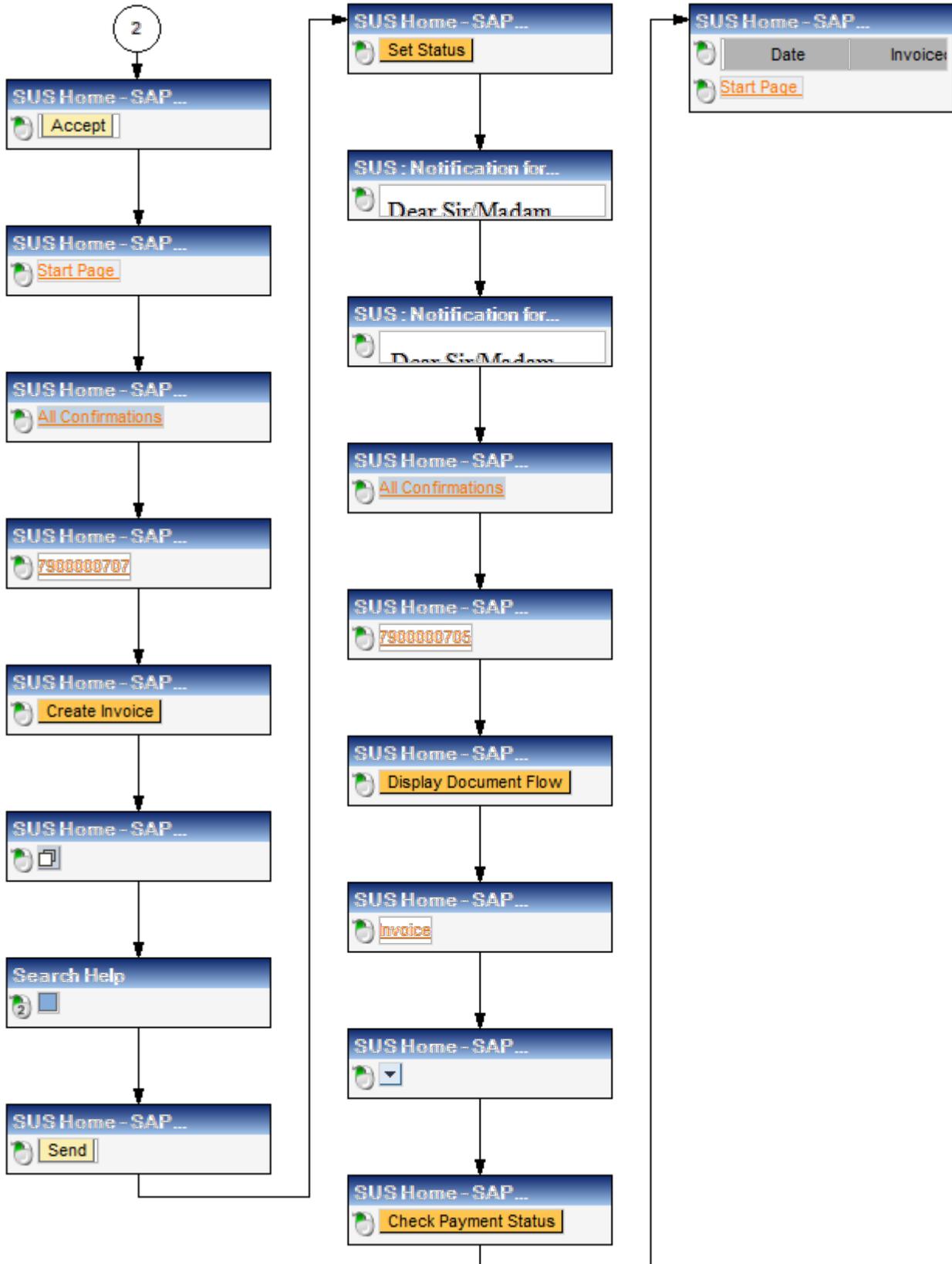
Not Applicable

Roles

- SUS Supplier

Helpful Hints

R	Required field entry
O	Optional field entry
C	Conditional field entry

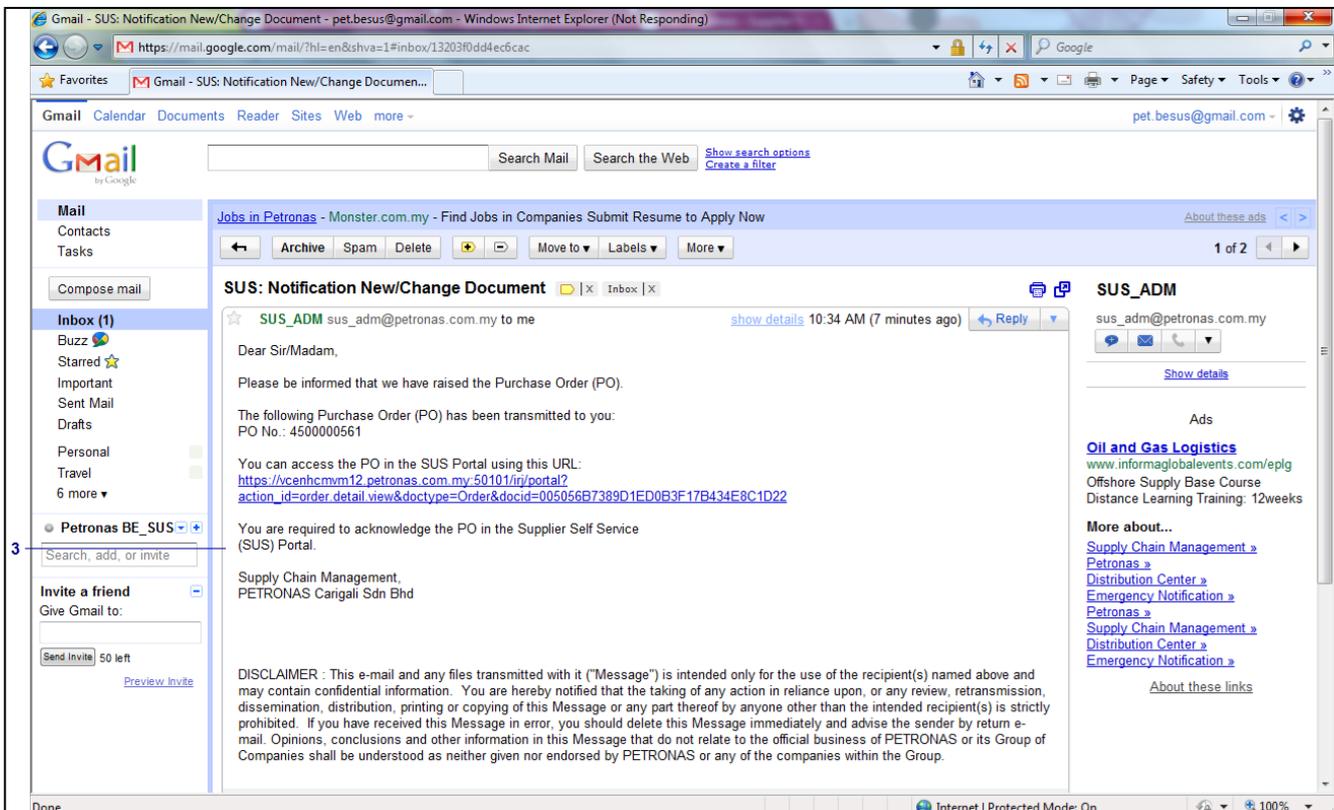


Procedure

- Start the transaction by login to SRM SUS portal at <https://supplier-selfservice.petronas.com.my/irj/portal>.
- Perform one of the following:

If	Then
To perform PO confirmation (By Supplier)	Go to Step 3
To accept GR / RGR (By Supplier)	Go to Step 10
To create invoice (By Supplier)	Go to Step 31
To check payment status (By Supplier)	Go to Step 40

Gmail - SUS: Notification New/Change Document - pet.besus@gmail.com - Windows Internet Explorer



The screenshot shows a Gmail inbox in a Windows Internet Explorer browser window. The email is from SUS_ADM (sus_admin@petronas.com.my) to pet.besus@gmail.com, titled "SUS: Notification New/Change Document". The email content includes:

Dear Sir/Madam,

Please be informed that we have raised the Purchase Order (PO). The following Purchase Order (PO) has been transmitted to you: PO No.: 4500000561

You can access the PO in the SUS Portal using this URL: https://vcnhrmm12.petronas.com.my:50101/irj/portal?action_id=order_detail_view&doctype=Order&docid=005056B7389D1ED0B3F17B434E8C1D22

You are required to acknowledge the PO in the Supplier Self Service (SUS) Portal.

Supply Chain Management,
PETRONAS Carigali Sdn Bhd

DISCLAIMER : This e-mail and any files transmitted with it ("Message") is intended only for the use of the recipient(s) named above and may contain confidential information. You are hereby notified that the taking of any action in reliance upon, or any review, retransmission, dissemination, distribution, printing or copying of this Message or any part thereof by anyone other than the intended recipient(s) is strictly prohibited. If you have received this Message in error, you should delete this Message immediately and advise the sender by return e-mail. Opinions, conclusions and other information in this Message that do not relate to the official business of PETRONAS or its Group of Companies shall be understood as neither given nor endorsed by PETRONAS or any of the companies within the Group.

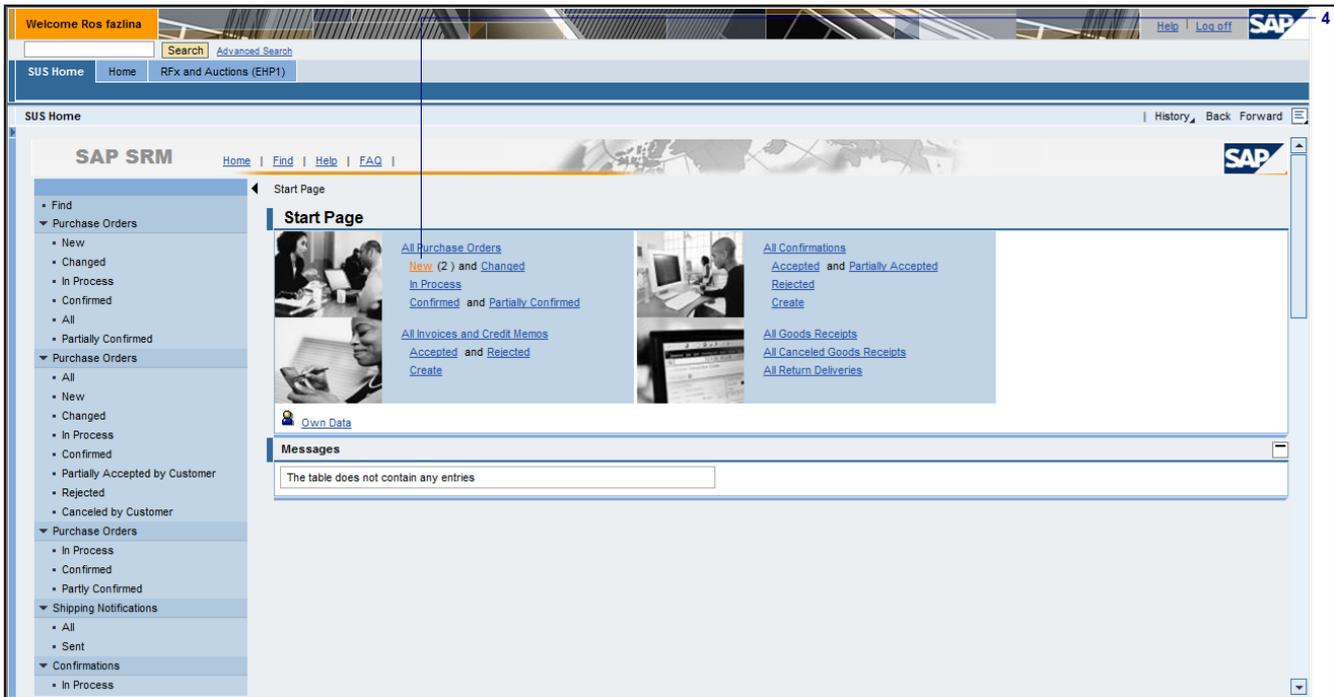
- Once PO is created in ECC6, an email notification will be sent to supplier. Refer to the above

figure. You can click on the link provided in the email to go to the SRM SUS portal.

An email notification will be sent to supplier based on the following scenarios:

<i>Document</i>	<i>Status</i>	<i>Email Notification</i>
PO	<i>New</i>	<i>Yes</i>
	<i>Submitted</i>	<i>Yes</i>
	<i>Changed</i>	<i>Yes</i>
GRN	<i>New</i>	<i>Yes</i>
Invoice	<i>Submitted</i>	<i>No</i>
	<i>Rejected</i>	<i>Yes</i>
	<i>Payment</i>	<i>Yes</i>

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer

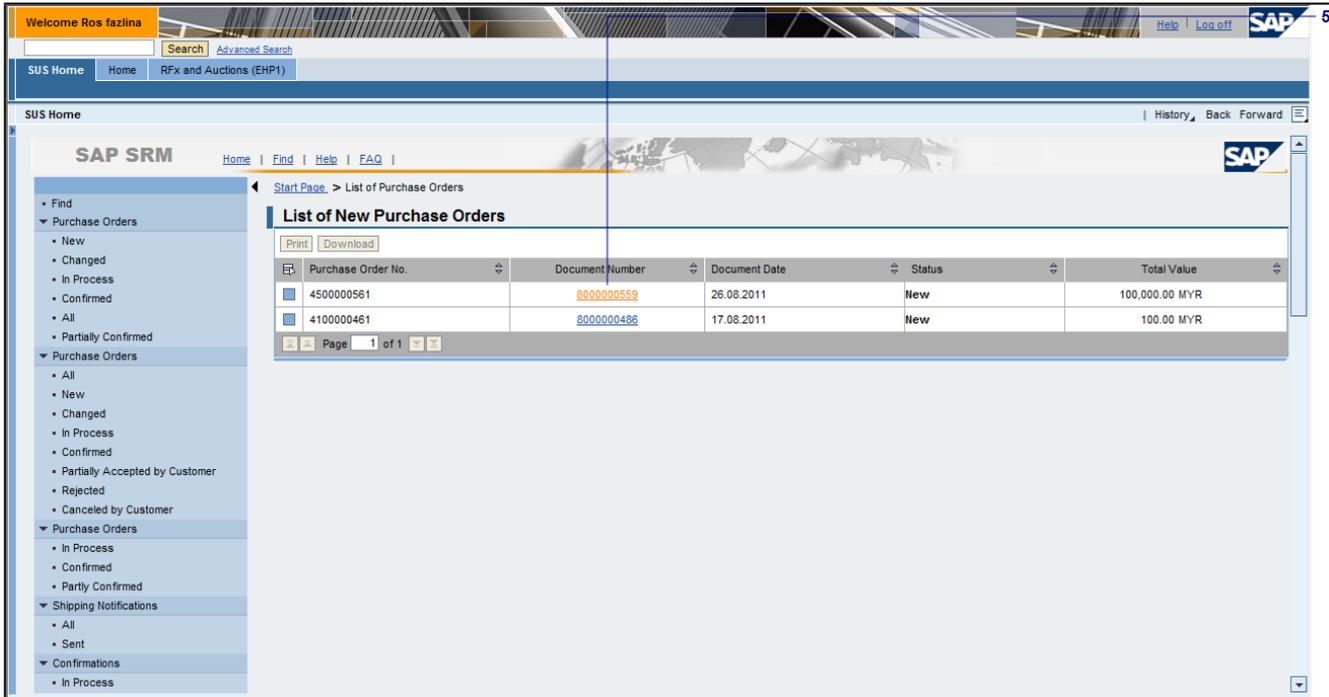


- Click New link label **New** to display a list of new purchase order(s). These steps show how to perform PO confirmation.



Click "Change" to display list of changed Purchase Order(s).

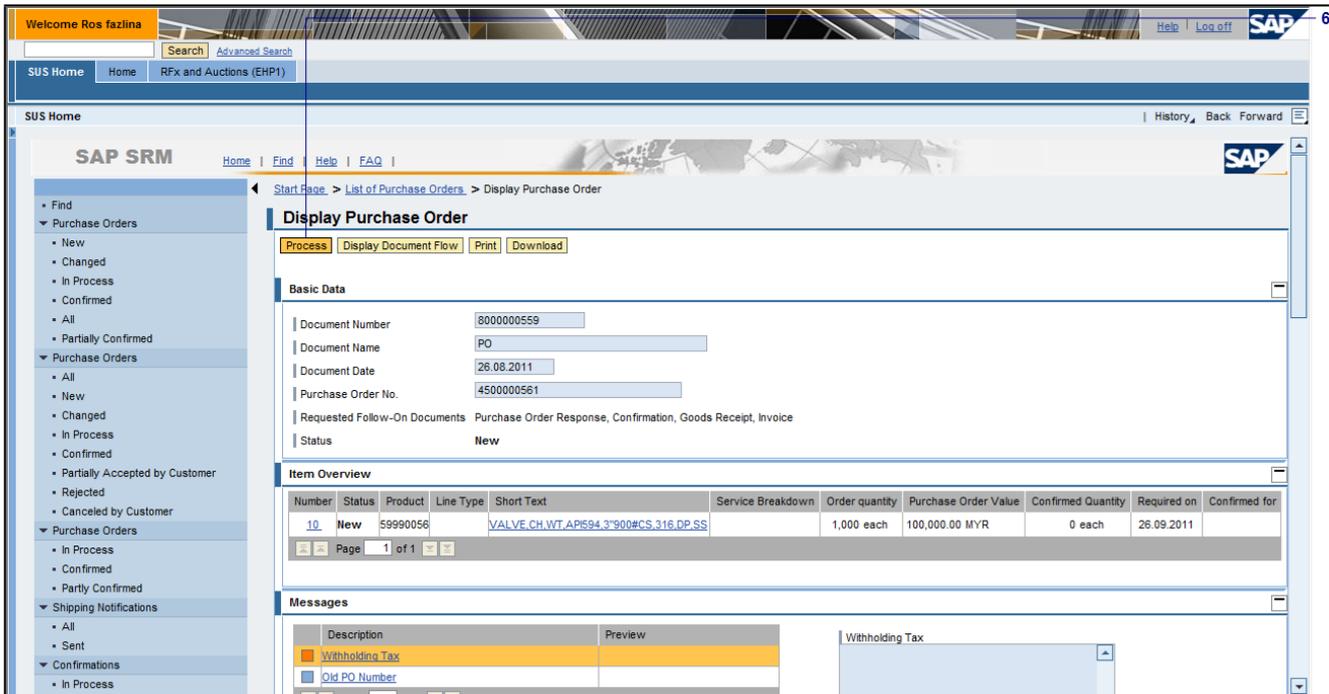
SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



5

5. Click 8000000559 link label **8000000559** to display PO.

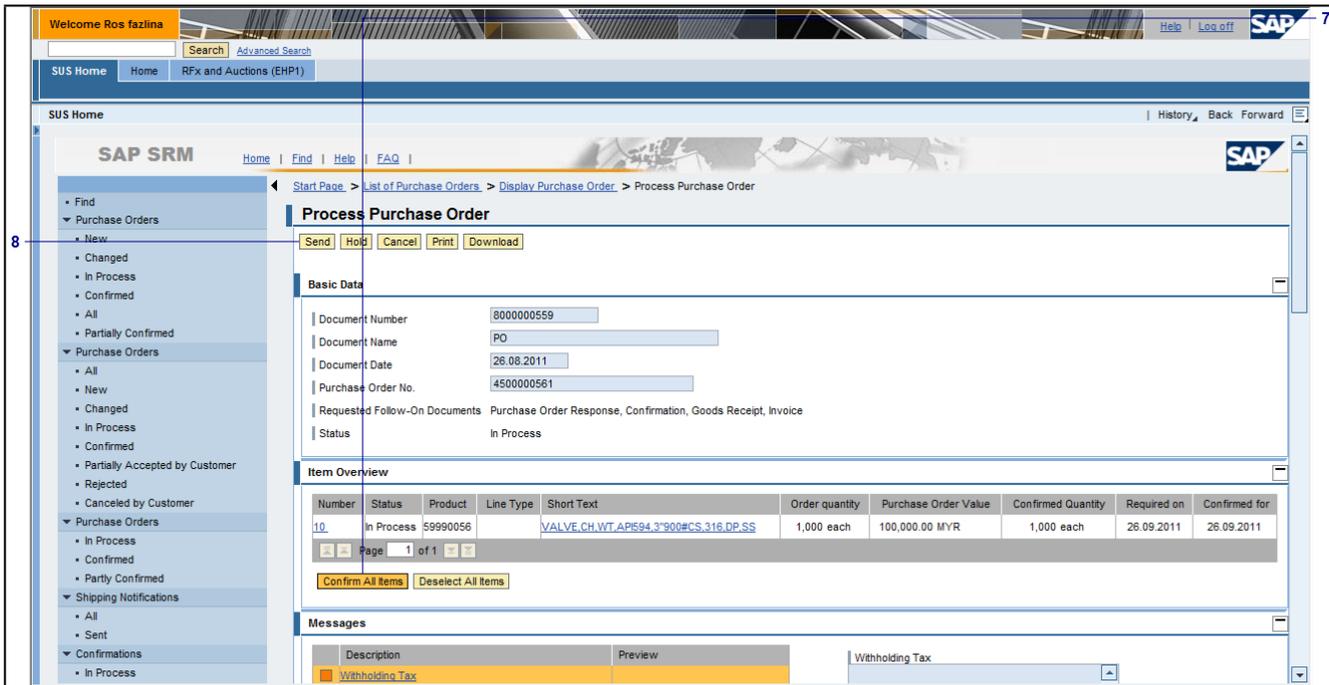
SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



6

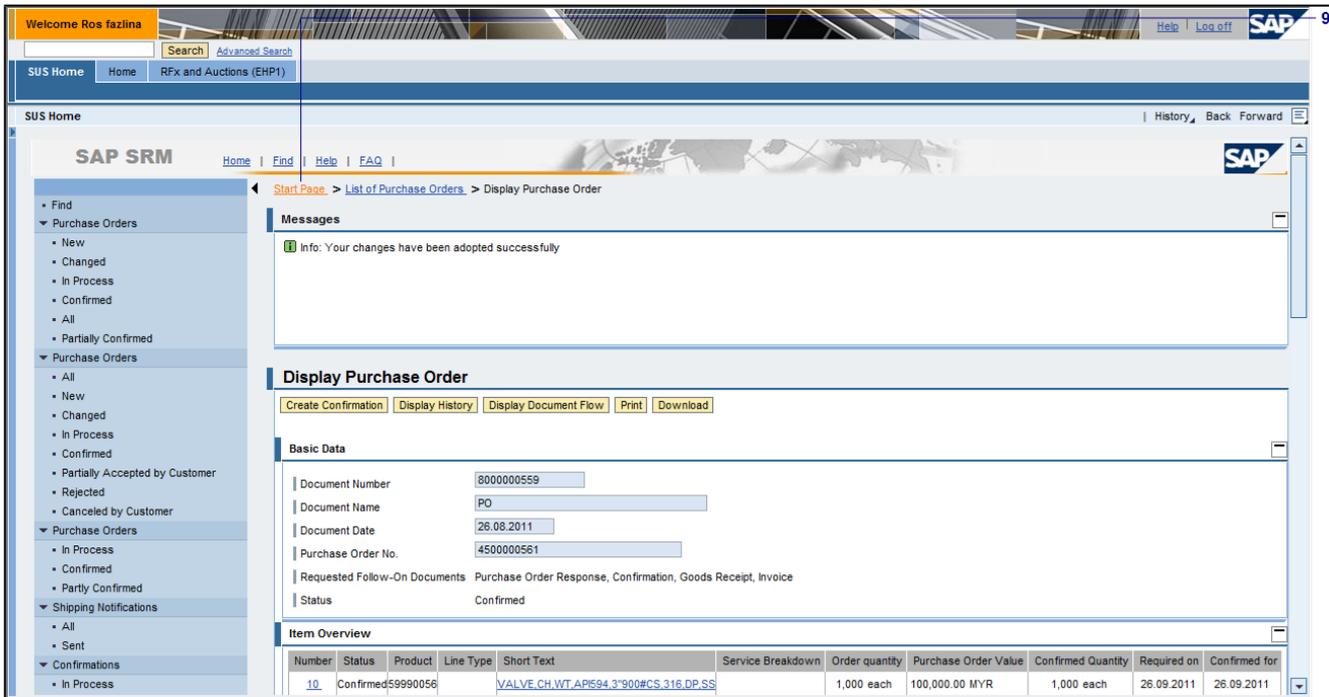
6. Click Process button **Process**.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



- Click Confirm All Items button **Confirm All Items** to confirm PO information.
- Click Send button **Send** to send the PO confirmation to the purchaser.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



- Click Start Page link label **Start Page**.



The system displays message "Your changes have been adopted successfully".

Purchaser is able to display the PO confirmation in ECC6 PO screen under Confirmation

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	SUPPLIER RELATIONSHIP MANAGEMENT (SRM)	Revision: Approved
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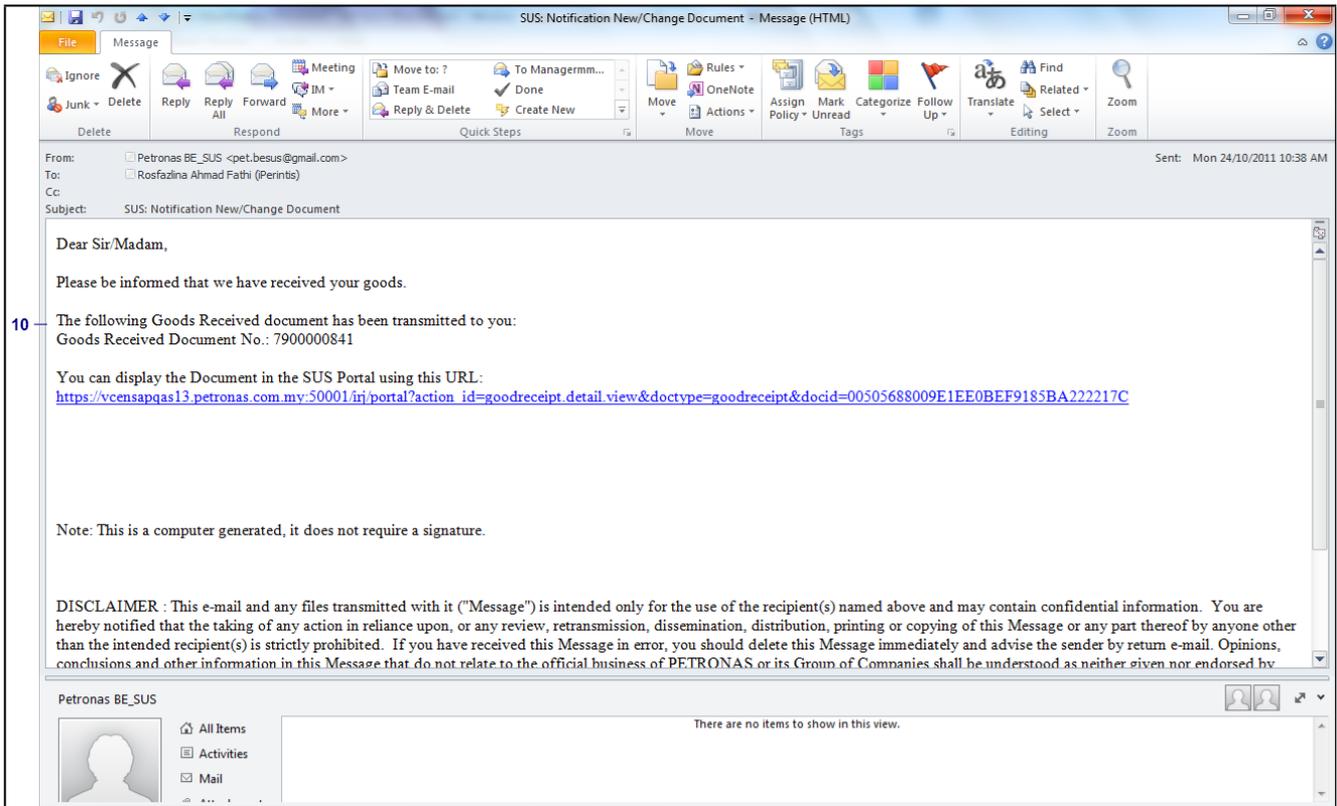
tab. Steps as below.



Once PO is confirmed, purchaser may proceed with Goods Receipt in ECC6.

Once GR is done in ECC6, an email notification will be sent to the particular supplier.

SUS: Notification New/Change Document - Message (HTML)



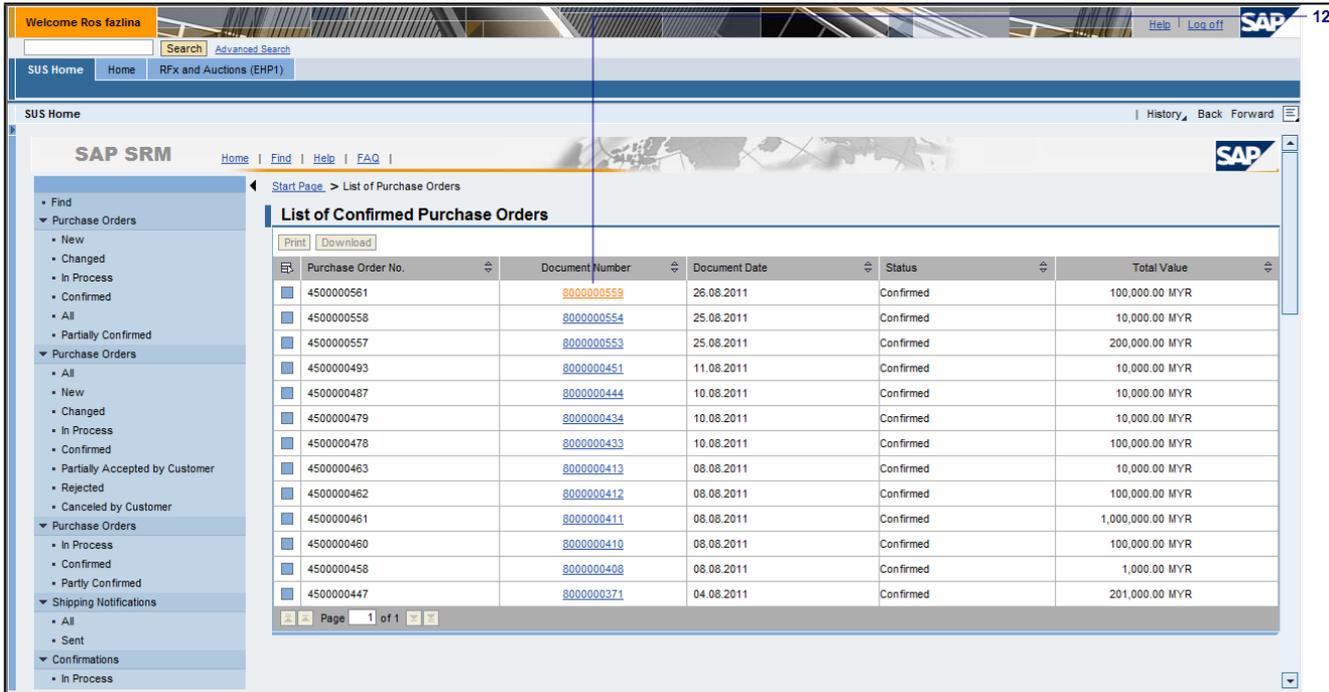
10. Supplier will receive an email notification and able to accept GR (Goods Received) in SRM SUS portal via URL provided in the email.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



11. Click Confirmed link label **Confirmed**.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer

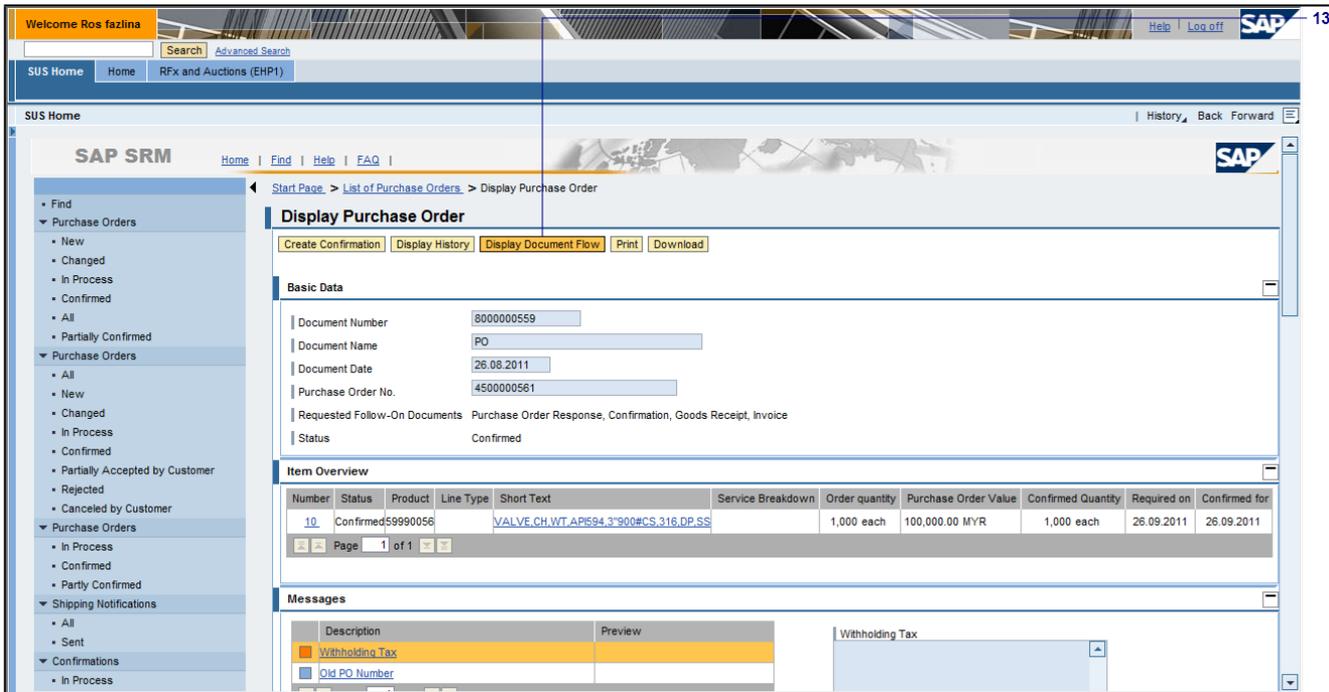


The screenshot shows the SAP NetWeaver Portal interface. The main content area displays a table titled "List of Confirmed Purchase Orders". The table has columns for Purchase Order No., Document Number, Document Date, Status, and Total Value. The document number 8000000559 is highlighted in orange.

Purchase Order No.	Document Number	Document Date	Status	Total Value
4500000561	8000000559	26.08.2011	Confirmed	100,000.00 MYR
4500000558	8000000554	25.08.2011	Confirmed	10,000.00 MYR
4500000557	8000000553	25.08.2011	Confirmed	200,000.00 MYR
4500000493	8000000451	11.08.2011	Confirmed	10,000.00 MYR
4500000487	8000000444	10.08.2011	Confirmed	10,000.00 MYR
4500000479	8000000434	10.08.2011	Confirmed	10,000.00 MYR
4500000478	8000000433	10.08.2011	Confirmed	100,000.00 MYR
4500000463	8000000413	08.08.2011	Confirmed	10,000.00 MYR
4500000462	8000000412	08.08.2011	Confirmed	100,000.00 MYR
4500000461	8000000411	08.08.2011	Confirmed	1,000,000.00 MYR
4500000460	8000000410	08.08.2011	Confirmed	100,000.00 MYR
4500000458	8000000408	08.08.2011	Confirmed	1,000.00 MYR
4500000447	8000000371	04.08.2011	Confirmed	201,000.00 MYR

12. Click 8000000559 link label **8000000559** to display PO.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



The screenshot shows the SAP NetWeaver Portal interface displaying the details of a purchase order. The main content area displays a form titled "Display Purchase Order". The form has sections for Basic Data and Item Overview. The document number 8000000559 is highlighted in orange.

Basic Data

Document Number	8000000559
Document Name	PO
Document Date	26.08.2011
Purchase Order No.	4500000561
Requested Follow-On Documents	Purchase Order Response, Confirmation, Goods Receipt, Invoice
Status	Confirmed

Item Overview

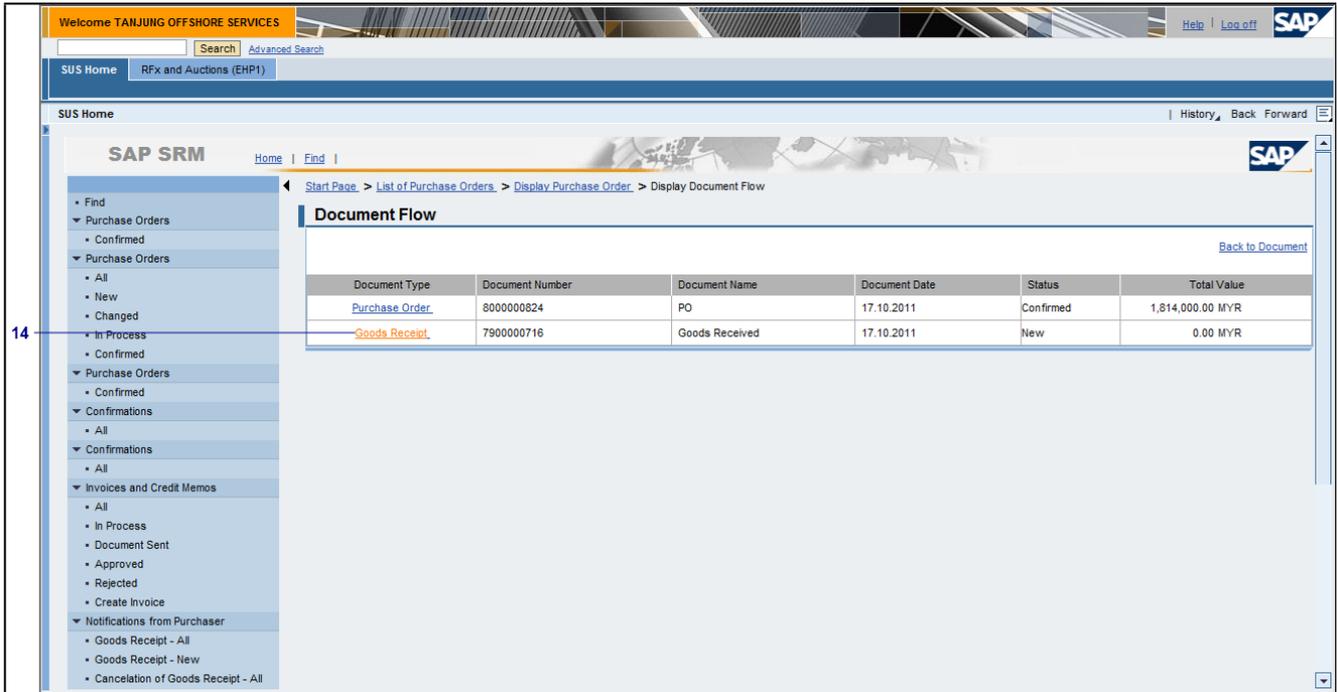
Number	Status	Product	Line Type	Short Text	Service Breakdown	Order quantity	Purchase Order Value	Confirmed Quantity	Required on	Confirmed for
10	Confirmed	599900056		VALVE,CH.WT.APS94.3*900#CS.316.DP.SS		1,000 each	100,000.00 MYR	1,000 each	26.09.2011	26.09.2011

Messages

Description	Preview
Withholding Tax	
Old PO Number	

13. Click Display Document Flow button **Display Document Flow**.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



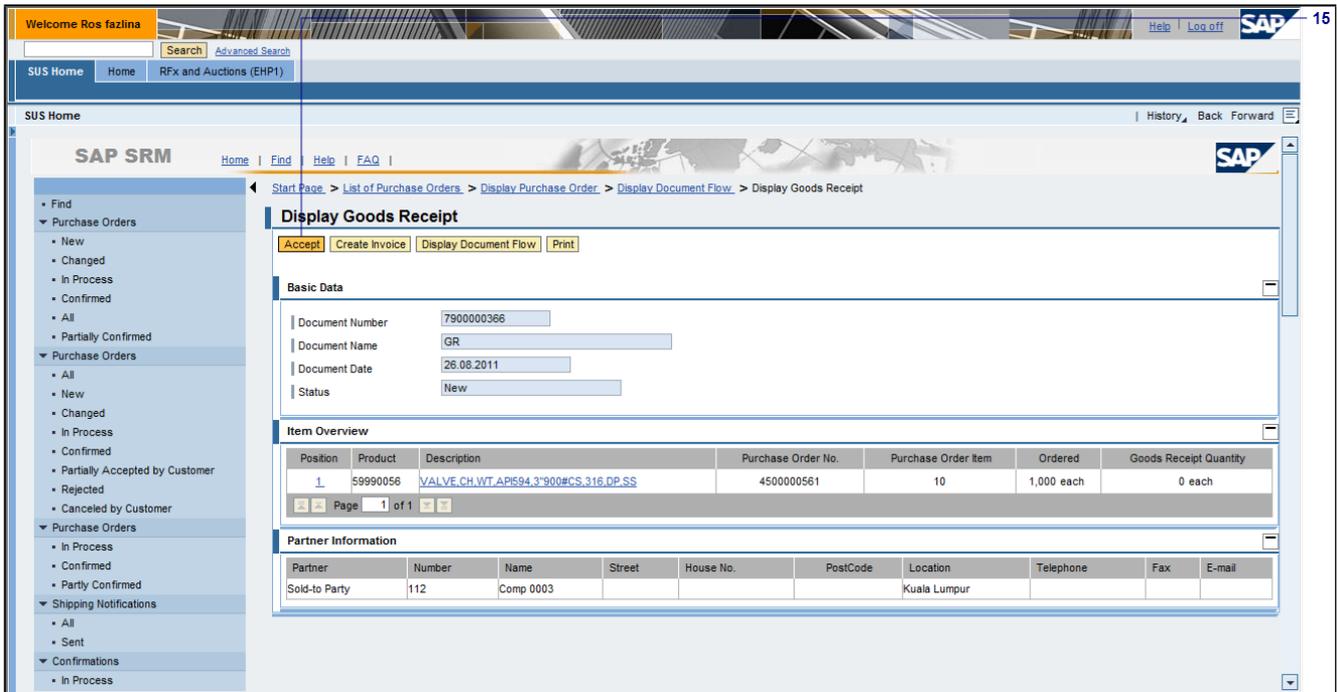
The screenshot shows the SAP SRM 'Document Flow' page. The breadcrumb trail is: Start Page > List of Purchase Orders > Display Purchase Order > Display Document Flow. The main content area displays a table with the following data:

Document Type	Document Number	Document Name	Document Date	Status	Total Value
Purchase Order	800000824	PO	17.10.2011	Confirmed	1,814,000.00 MYR
Goods Receipt	7900000716	Goods Received	17.10.2011	New	0.00 MYR

A blue arrow labeled '14' points to the 'Goods Receipt' link in the table.

14. Click Goods Receipt link label [Goods Receipt](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



The screenshot shows the SAP SRM 'Display Goods Receipt' page. The breadcrumb trail is: Start Page > List of Purchase Orders > Display Purchase Order > Display Document Flow > Display Goods Receipt. The page includes several sections:

- Buttons:** Accept, Create Invoice, Display Document Flow, Print
- Basic Data:**
 - Document Number: 7900000366
 - Document Name: GR
 - Document Date: 26.08.2011
 - Status: New
- Item Overview:**

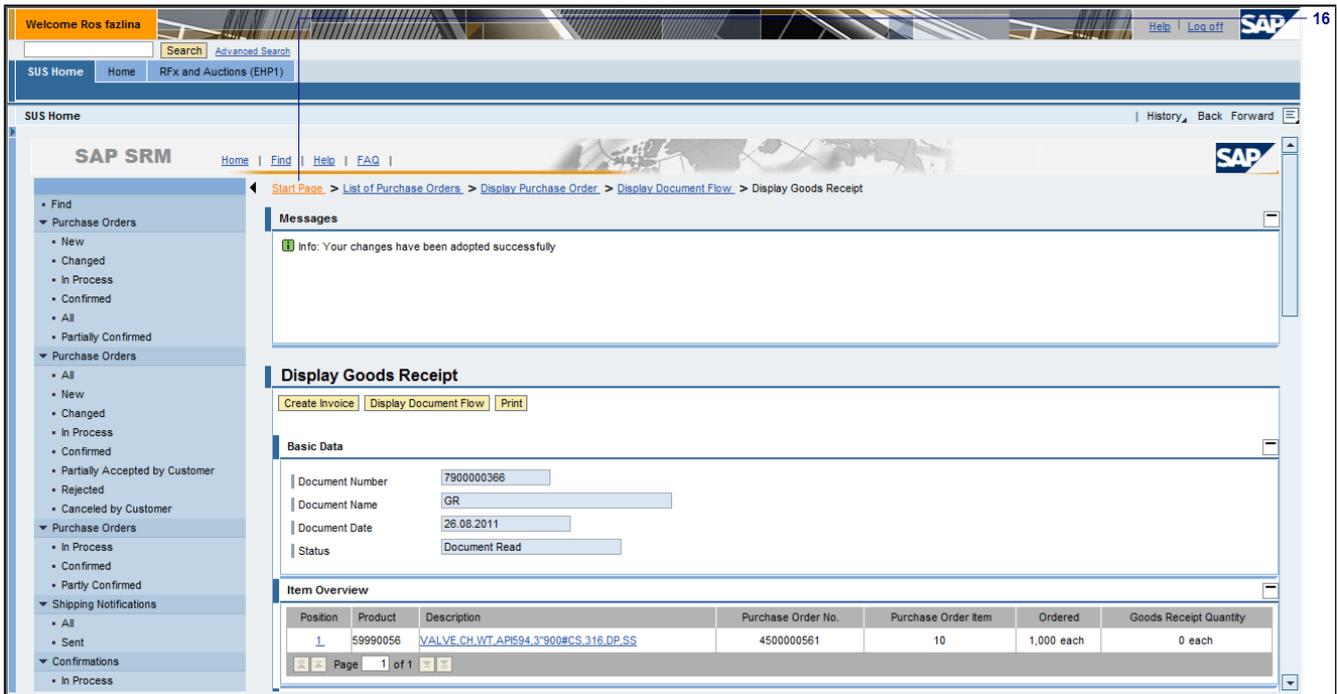
Position	Product	Description	Purchase Order No.	Purchase Order Item	Ordered	Goods Receipt Quantity
1	59990056	VALVE,CH.WT.AP594.3*900#CS.316.DP.SS	4500000561	10	1,000 each	0 each
- Partner Information:**

Partner	Number	Name	Street	House No.	PostCode	Location	Telephone	Fax	E-mail
Sold-to Party	112	Comp 0003				Kuala Lumpur			

A blue arrow labeled '15' points to the 'Accept' button.

15. Click Accept button [Accept](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



The screenshot shows the SAP NetWeaver Portal interface. The breadcrumb trail is: **Start Page** > List of Purchase Orders > Display Purchase Order > Display Document Flow > Display Goods Receipt. A message box displays: "Info: Your changes have been adopted successfully". Below this is the "Display Goods Receipt" section with buttons for "Create Invoice", "Display Document Flow", and "Print". The "Basic Data" section shows: Document Number: 7900000366, Document Name: GR, Document Date: 26.08.2011, Status: Document Read. The "Item Overview" table is as follows:

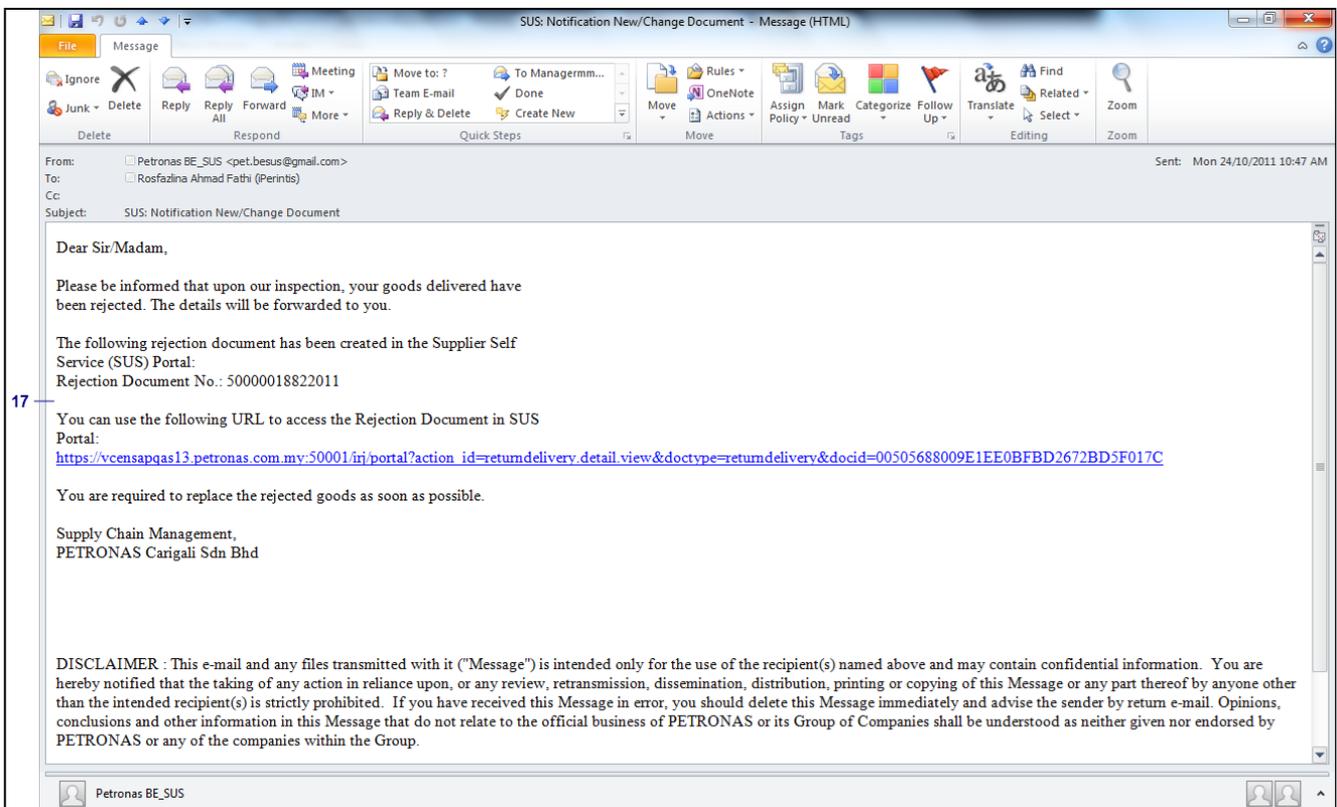
Position	Product	Description	Purchase Order No.	Purchase Order Item	Ordered	Goods Receipt Quantity
1	59990056	VALVE CH.WT.AP594.3*900#CS.316.DP.SS	4500000561	10	1,000 each	0 each

16. Click Start Page link label **Start Page**.



The system displays message "Your changes have been adopted successfully".

SUS: Notification New/Change Document - Message (HTML)



The screenshot shows an HTML email notification in a browser window. The email header is: From: Petronas BE_SUS <pet.besus@gmail.com>, To: Rosfazlina Ahmad Fathi (Perintis), Subject: SUS: Notification New/Change Document. The email body contains the following text:

Dear Sir/Madam,

Please be informed that upon our inspection, your goods delivered have been rejected. The details will be forwarded to you.

The following rejection document has been created in the Supplier Self Service (SUS) Portal:
Rejection Document No.: 50000018822011

You can use the following URL to access the Rejection Document in SUS Portal:
https://vcensapas13.petronas.com.my:50001/fri/portal?action_id=returndelivery_detail.view&doctype=returndelivery&docid=00505688009E1EE0BFBD2672BD5F017C

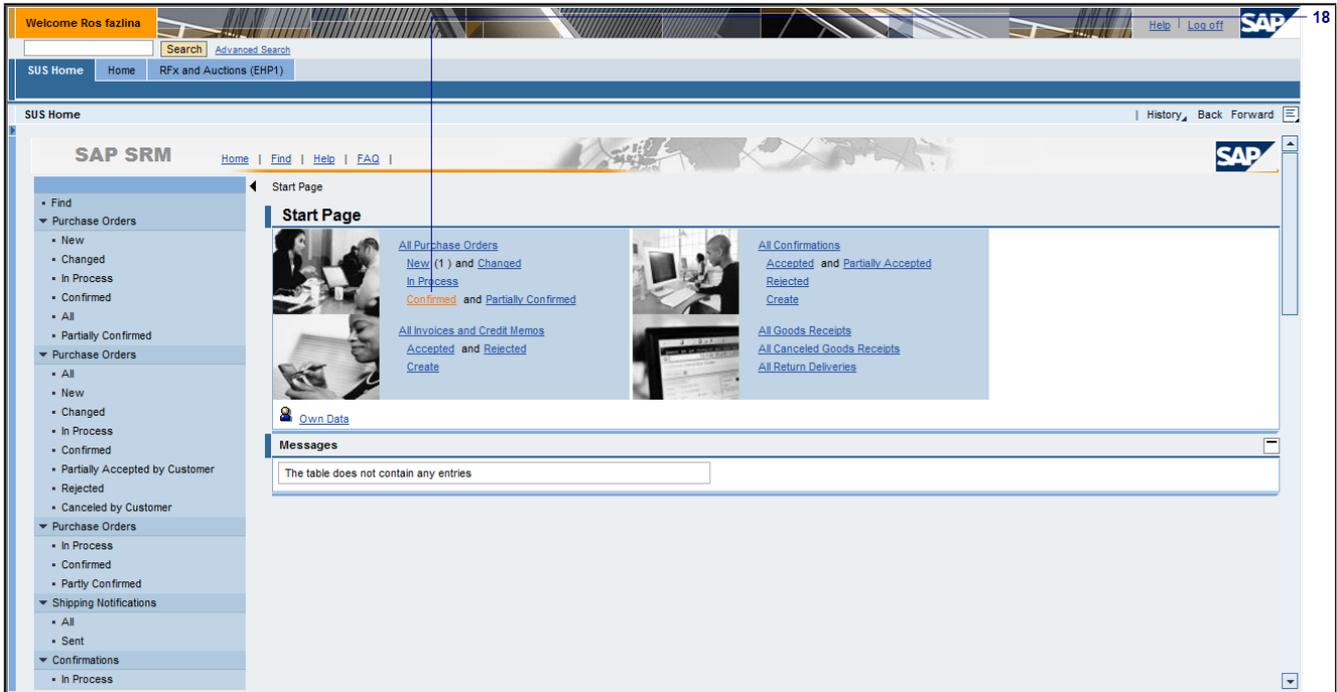
You are required to replace the rejected goods as soon as possible.

Supply Chain Management,
PETRONAS Carigali Sdn Bhd

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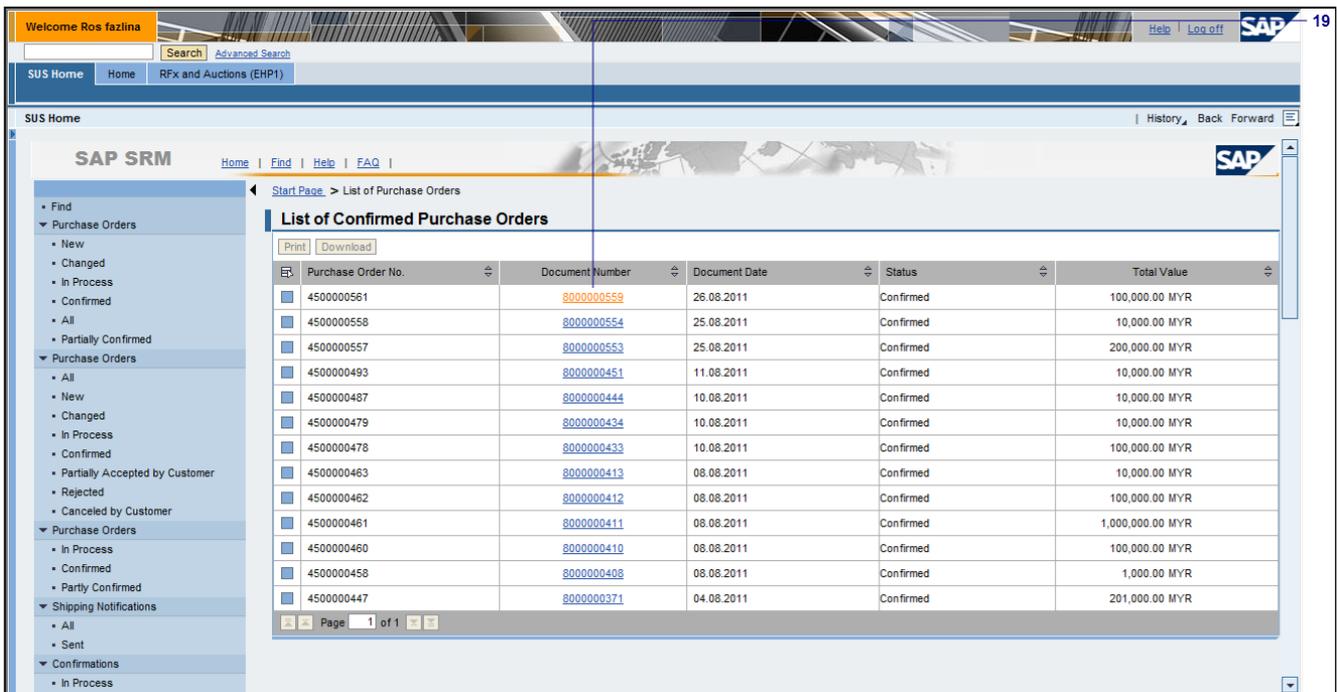
17. There are cases whereby the goods need to be returned to supplier due to some quality issues or etc. therefore return delivery needs to be done against the GR. Supplier will receive an email notification as above. Supplier can proceed to accept the reversal (Goods Returned) in SRM SUS portal via URL provided in the email.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



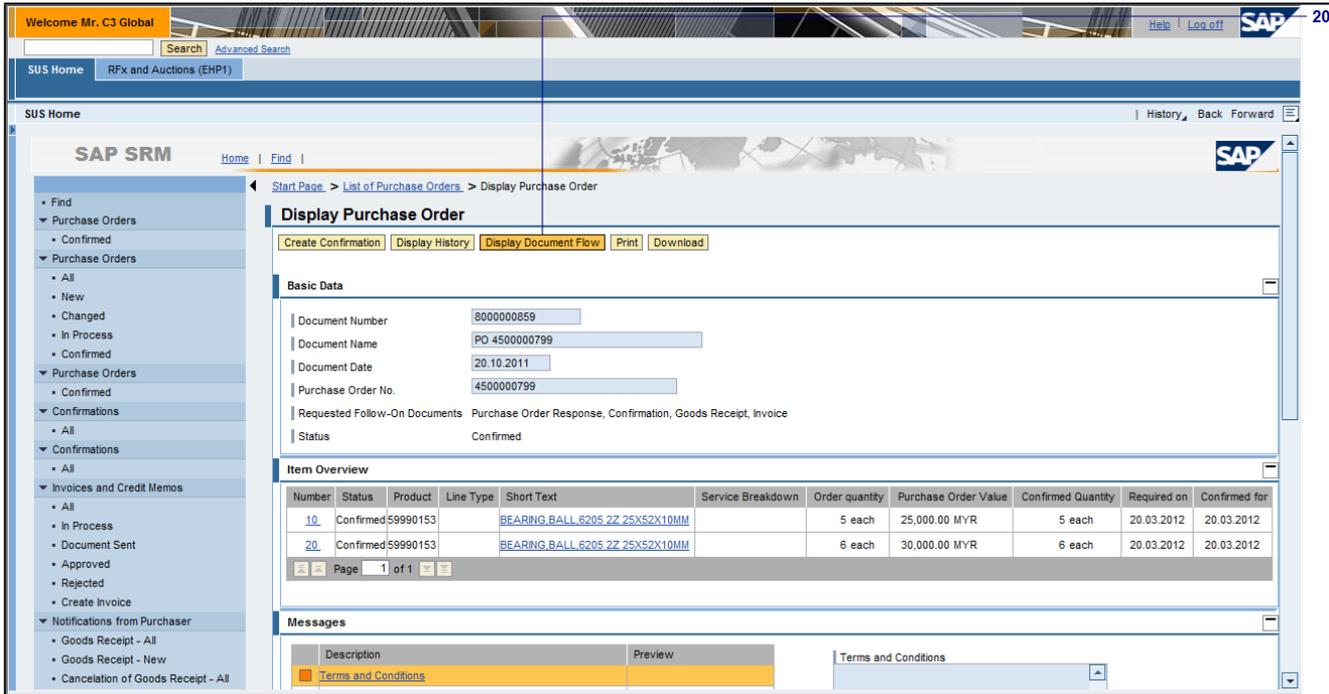
18. Click Confirmed link label **Confirmed**.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



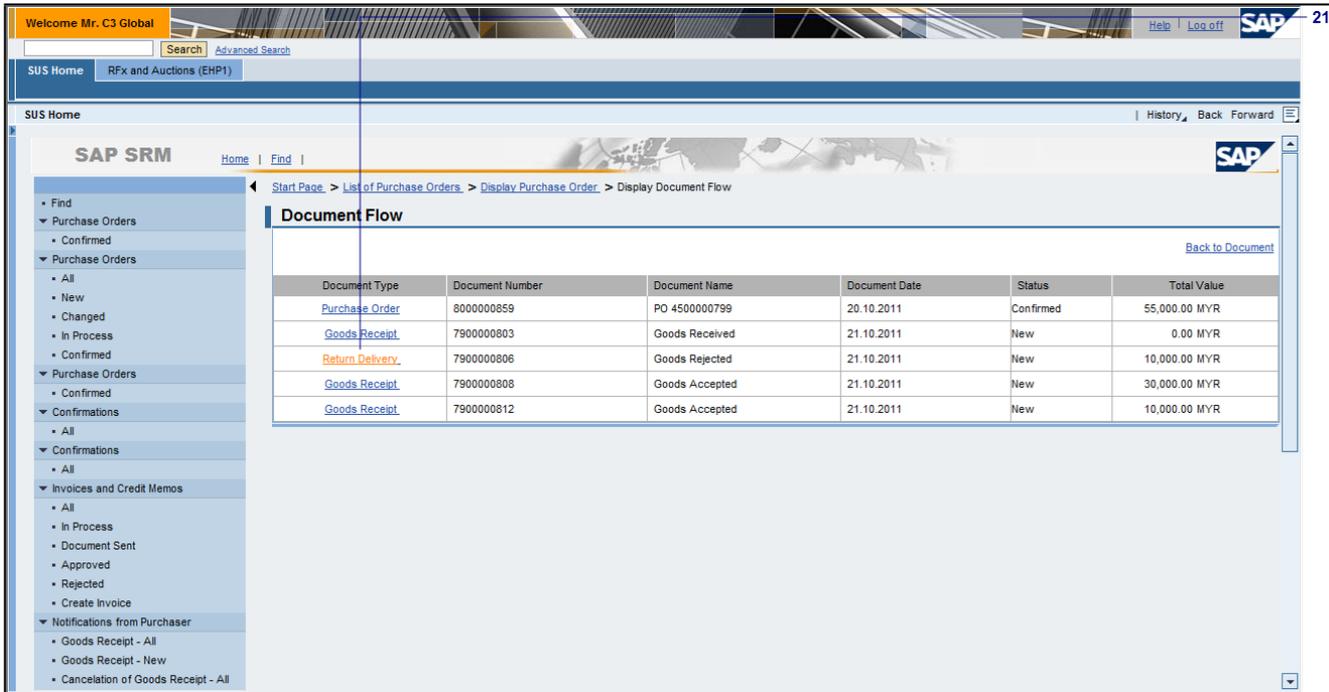
19. Click 8000000559 link label **8000000559** to display PO.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



20. Click Display Document Flow button **Display Document Flow**.

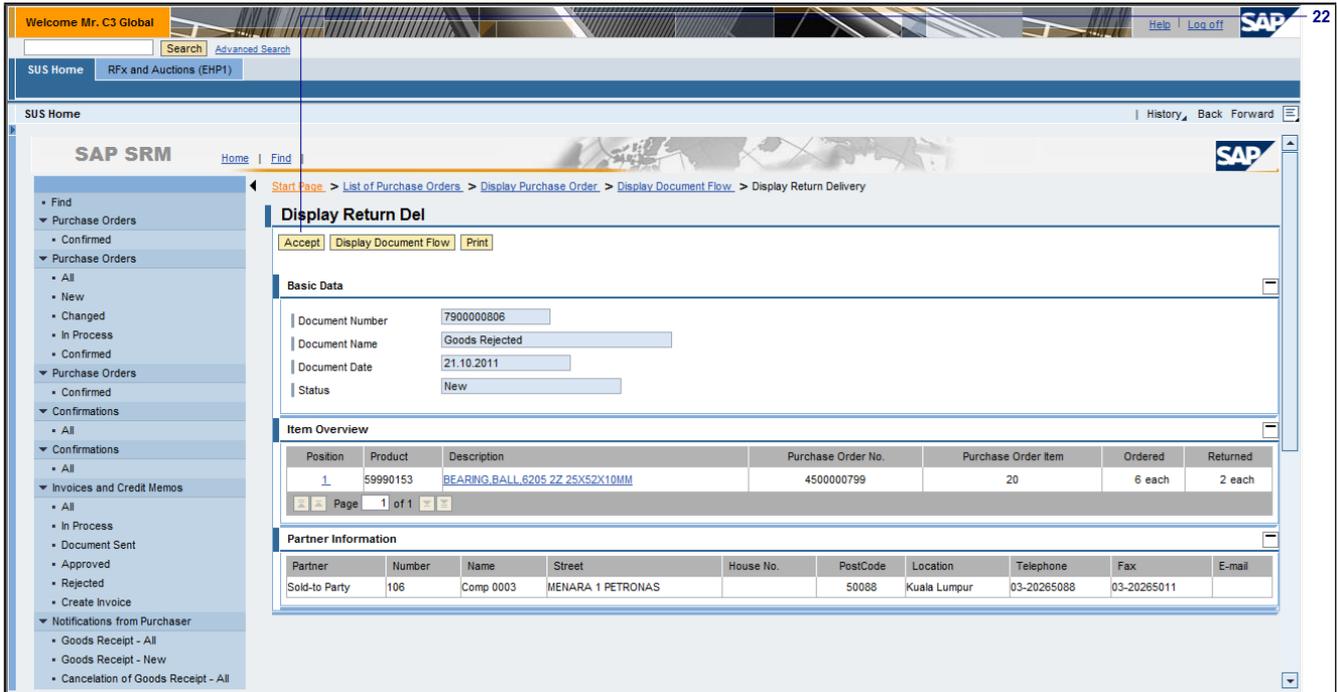
SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



21. Click Return Delivery link label **Return Delivery**.

Document Type	Document Number	Document Name	Document Date	Status	Total Value
Purchase Order	8000000859	PO 450000799	20.10.2011	Confirmed	55,000.00 MYR
Goods Receipt	7900000803	Goods Received	21.10.2011	New	0.00 MYR
Return Delivery	7900000806	Goods Rejected	21.10.2011	New	10,000.00 MYR
Goods Receipt	7900000808	Goods Accepted	21.10.2011	New	30,000.00 MYR
Goods Receipt	7900000812	Goods Accepted	21.10.2011	New	10,000.00 MYR

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



Welcome Mr. C3 Global

SUS Home RFX and Auctions (EHP1)

SAP SRM

Start Page > List of Purchase Orders > Display Purchase Order > Display Document Flow > Display Return Delivery

Display Return Del

Accept Display Document Flow Print

Basic Data

Document Number: 7900000806
 Document Name: Goods Rejected
 Document Date: 21.10.2011
 Status: New

Item Overview

Position	Product	Description	Purchase Order No.	Purchase Order Item	Ordered	Returned
1	59990153	BEARING BALL 6205 2Z 25X52X10MM	450000799	20	6 each	2 each

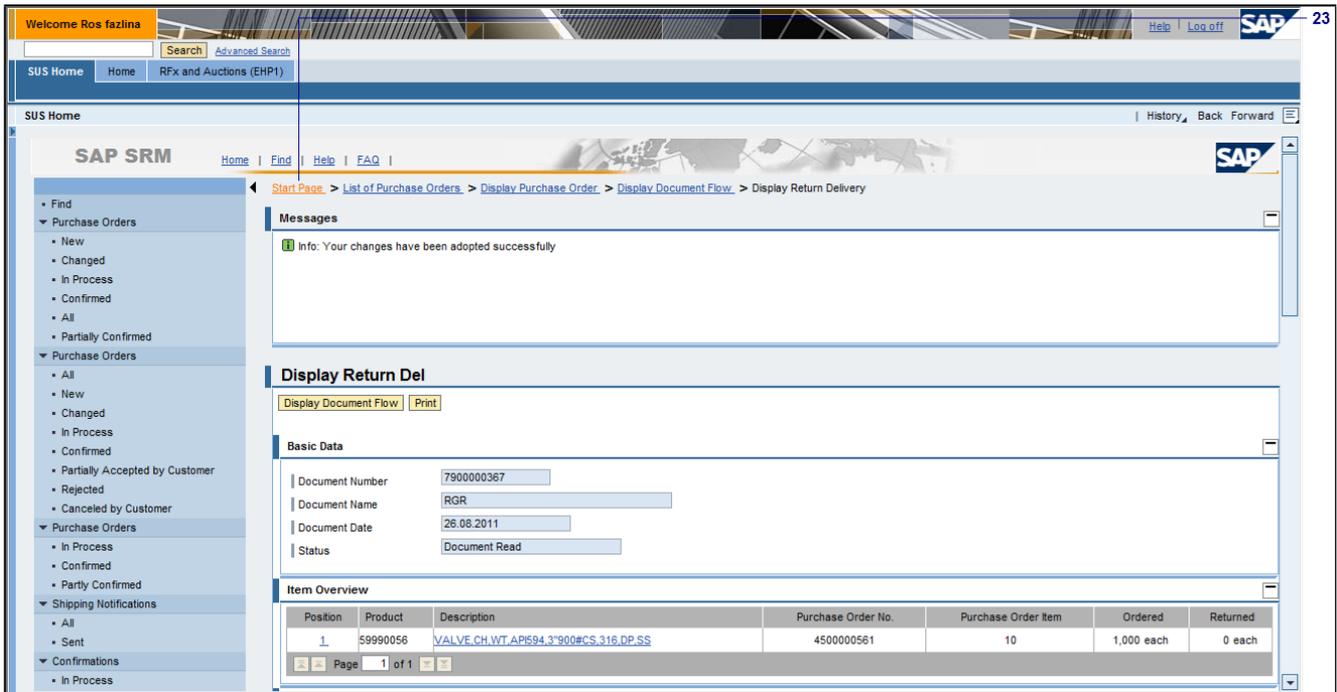
Page 1 of 1

Partner Information

Partner	Number	Name	Street	House No.	PostCode	Location	Telephone	Fax	E-mail
Sold-to Party	106	Comp 0003	MENARA 1 PETRONAS		50088	Kuala Lumpur	03-20265088	03-20265011	

22. Click Accept button **Accept**.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



Welcome Ros fazlina

SUS Home Home RFX and Auctions (EHP1)

SAP SRM

Start Page > List of Purchase Orders > Display Purchase Order > Display Document Flow > Display Return Delivery

Messages

Info: Your changes have been adopted successfully

Display Return Del

Display Document Flow Print

Basic Data

Document Number: 7900000367
 Document Name: RGR
 Document Date: 26.08.2011
 Status: Document Read

Item Overview

Position	Product	Description	Purchase Order No.	Purchase Order Item	Ordered	Returned
1	59990056	VALVE CH.WT API594.3*900#CS.316.DP.SS	450000561	10	1,000 each	0 each

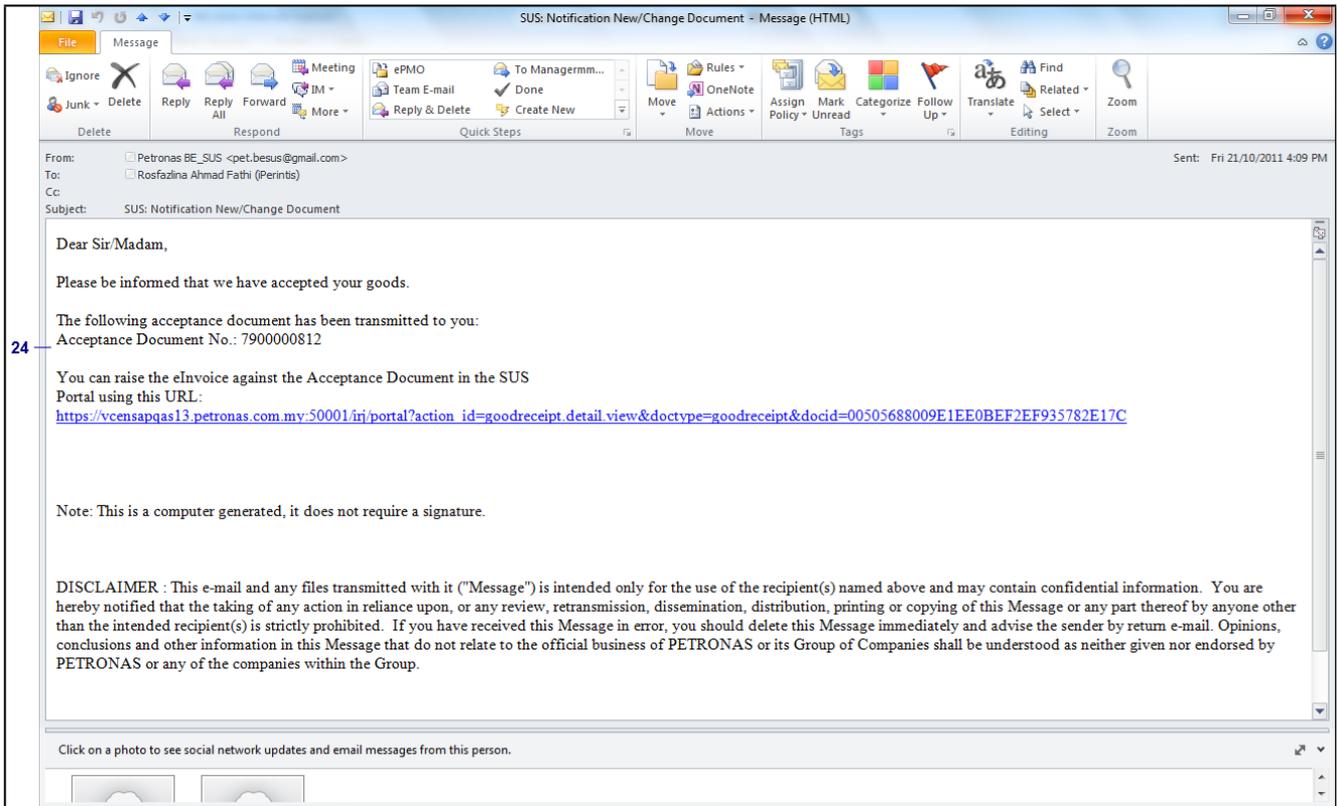
Page 1 of 1

23. Click Start Page link label **Start Page**.



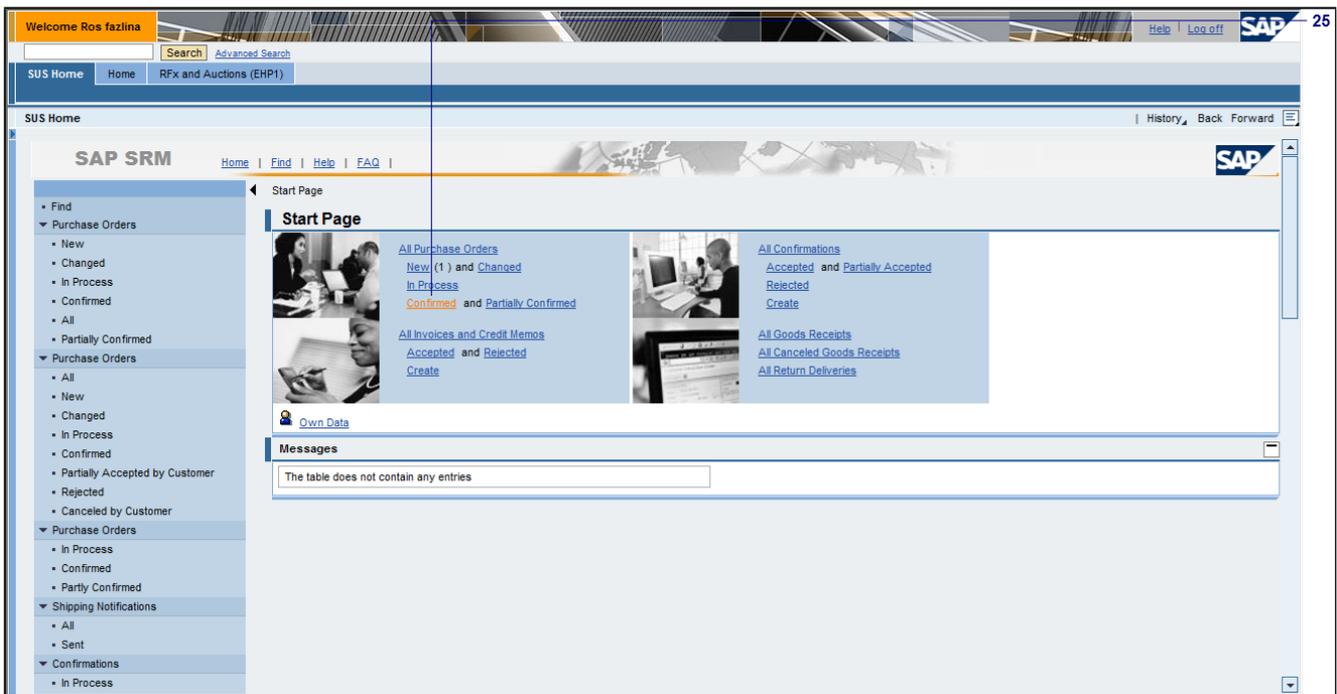
The system displays message, "Your changes have been adopted successfully".

SUS: Notification New/Change Document - Message (HTML)



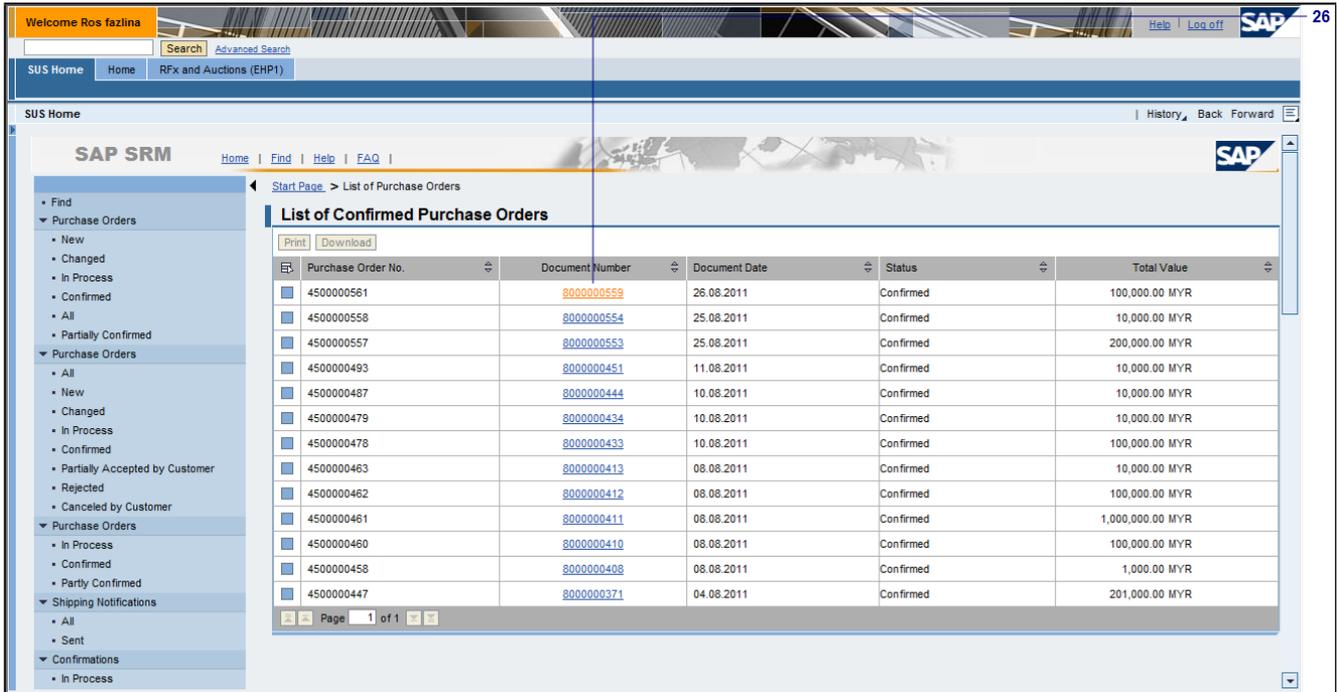
24. Once the checking on the blocked stock completed, GR (Goods Accepted) will be executed. Supplier will receive an email notification and can proceed to accept GR in SRM SUS portal via URL provided in the email. Subsequently, invoice can be raised.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



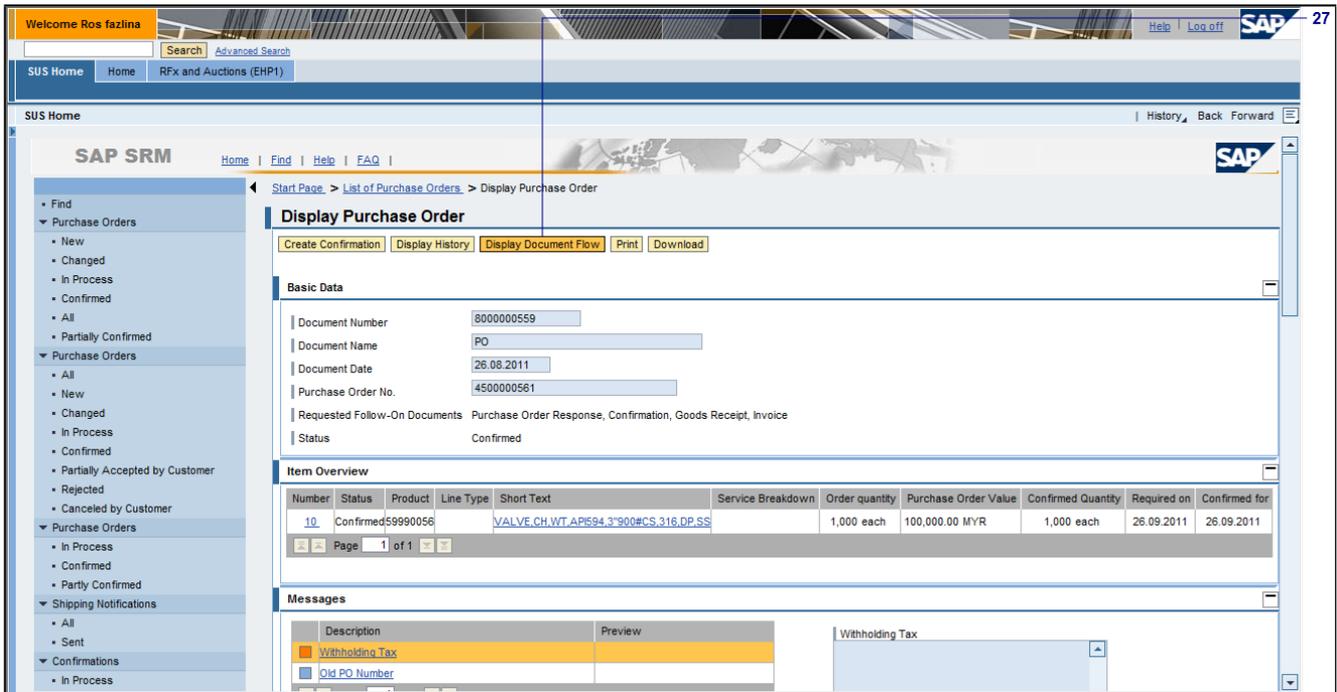
25. Click Confirmed link label **Confirmed**.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



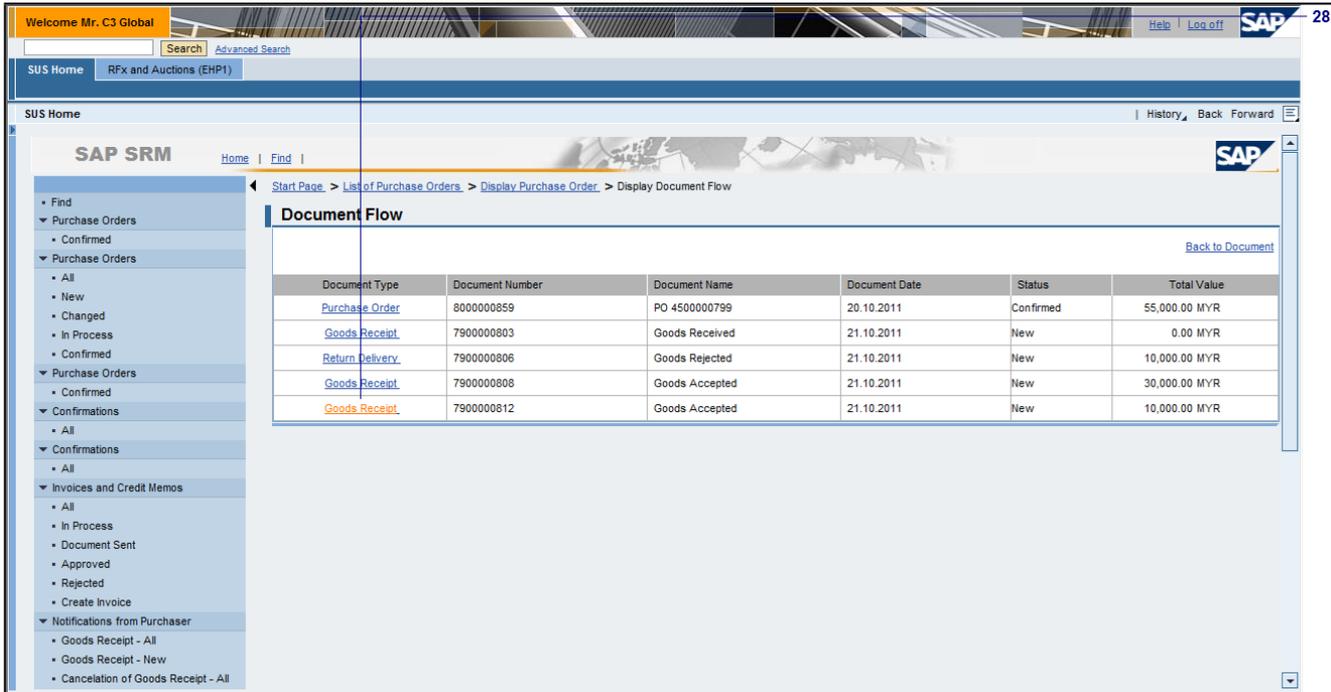
26. Click 8000000559 link label [8000000559](#) to display PO.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



27. Click Display Document Flow button [Display Document Flow](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer

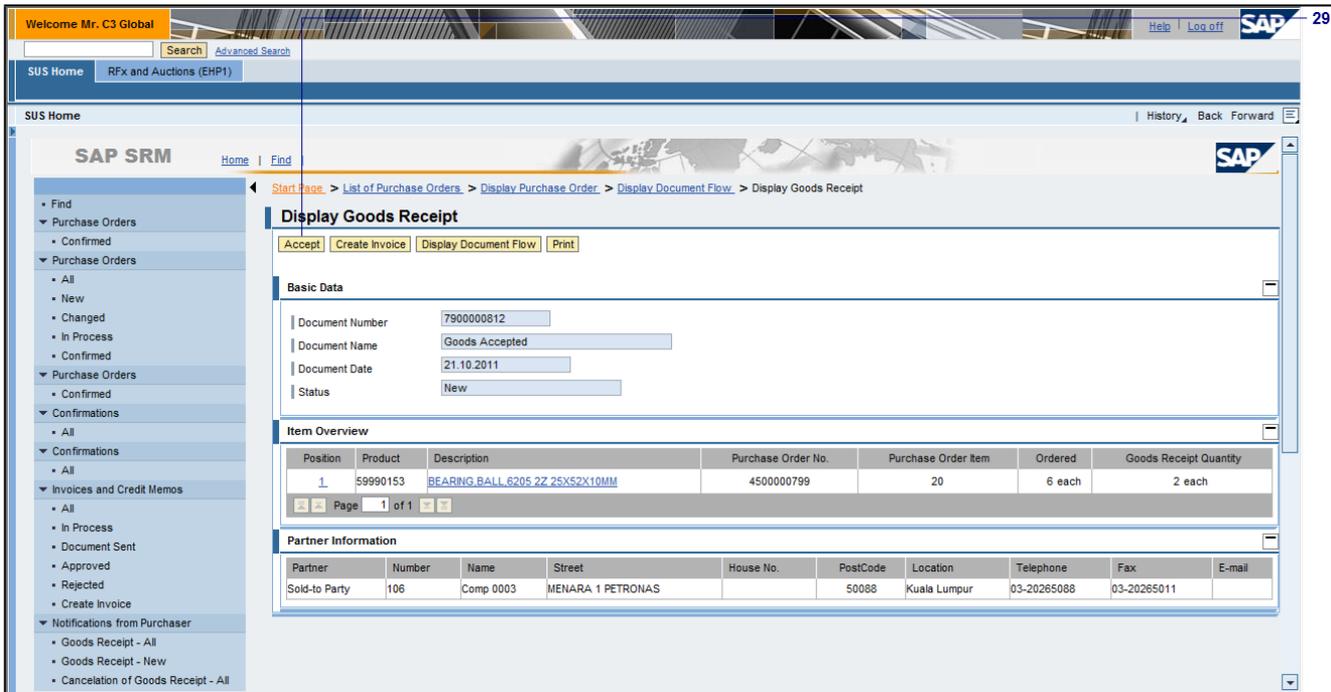


The screenshot shows the SAP NetWeaver Portal interface. The breadcrumb trail is: Start Page > List of Purchase Orders > Display Purchase Order > Display Document Flow. The main content area displays a table titled "Document Flow" with the following data:

Document Type	Document Number	Document Name	Document Date	Status	Total Value
Purchase Order	800000859	PO 450000799	20.10.2011	Confirmed	55,000.00 MYR
Goods Receipt	790000803	Goods Received	21.10.2011	New	0.00 MYR
Return Delivery	790000806	Goods Rejected	21.10.2011	New	10,000.00 MYR
Goods Receipt	790000808	Goods Accepted	21.10.2011	New	30,000.00 MYR
Goods Receipt	790000812	Goods Accepted	21.10.2011	New	10,000.00 MYR

28. Click Goods Receipt link label [Goods Receipt](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



The screenshot shows the SAP NetWeaver Portal interface with the breadcrumb trail: Start Page > List of Purchase Orders > Display Purchase Order > Display Document Flow > Display Goods Receipt. The main content area displays the "Display Goods Receipt" form with the following data:

Basic Data

Document Number	790000812
Document Name	Goods Accepted
Document Date	21.10.2011
Status	New

Item Overview

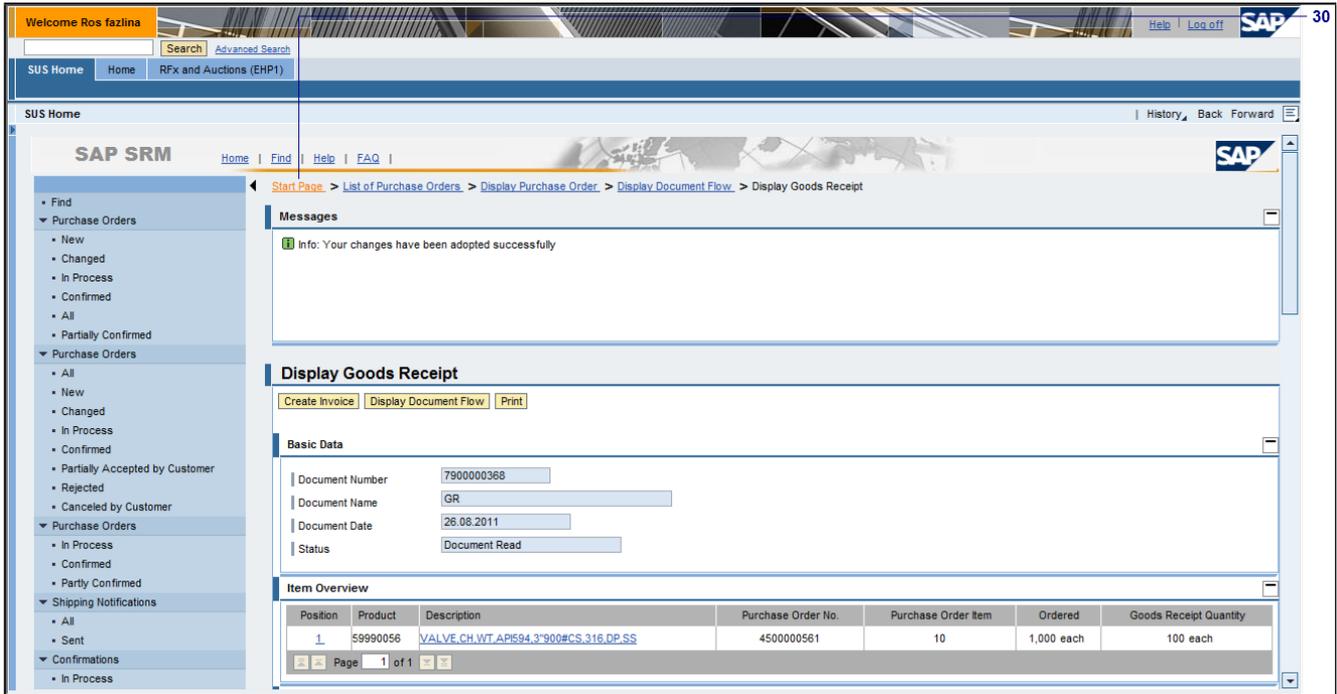
Position	Product	Description	Purchase Order No.	Purchase Order Item	Ordered	Goods Receipt Quantity
1	S9990153	BEARING BALL 6205 2Z 25X52X10MM	450000799	20	6 each	2 each

Partner Information

Partner	Number	Name	Street	House No.	PostCode	Location	Telephone	Fax	E-mail
Sold-to Party	106	Comp 0003	MENARA 1 PETRONAS		50088	Kuala Lumpur	03-20265088	03-20265011	

29. Click Accept button [Accept](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



The screenshot shows the SAP NetWeaver Portal interface. At the top, there is a navigation bar with 'SUS Home', 'Home', and 'RFx and Auctions (EHP1)'. Below this, the 'SAP SRM' logo is visible. The main content area is divided into several sections:

- Messages:** A message box with a green information icon stating: "Info: Your changes have been adopted successfully".
- Display Goods Receipt:** A section with buttons for 'Create Invoice', 'Display Document Flow', and 'Print'. Below these are 'Basic Data' fields:
 - Document Number: 7900000368
 - Document Name: GR
 - Document Date: 26.08.2011
 - Status: Document Read
- Item Overview:** A table showing purchase order items.

Position	Product	Description	Purchase Order No.	Purchase Order Item	Ordered	Goods Receipt Quantity
1	59990056	VALVE CH.WT.APS594.3*900#CS.316.DP.SS	4500000561	10	1,000 each	100 each

30. Click Start Page link label [Start Page](#).

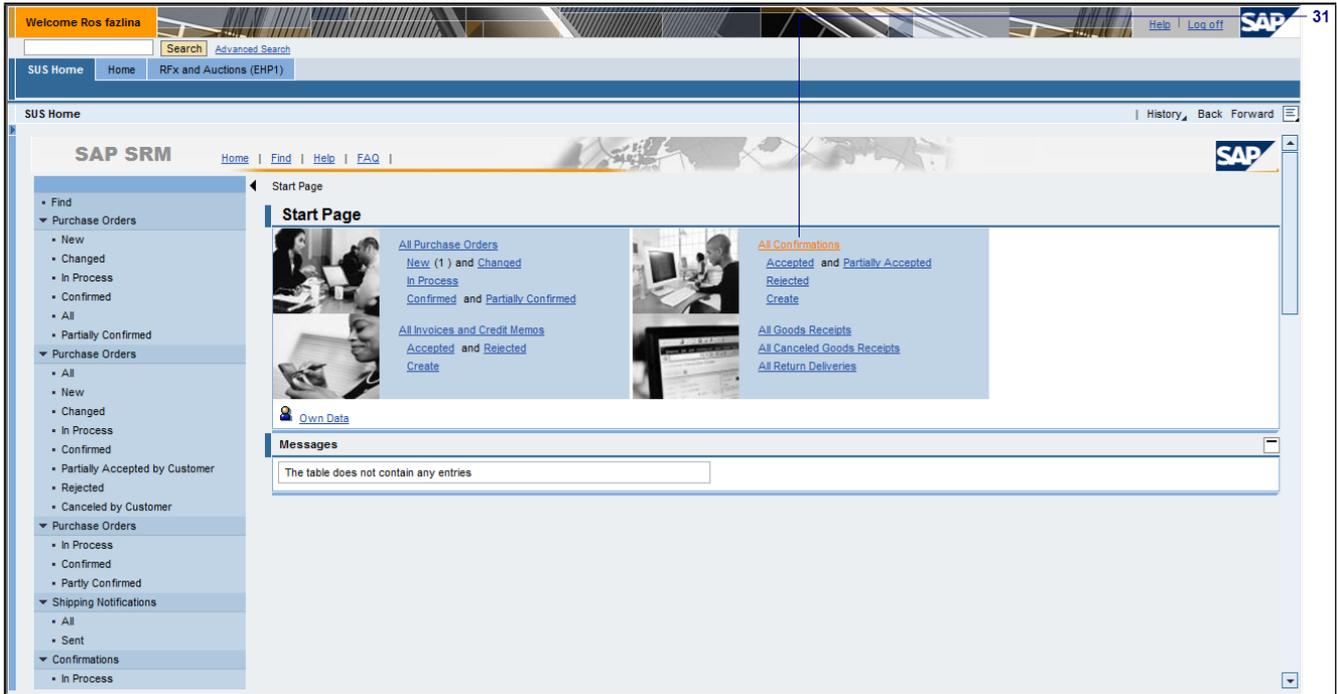


The system displays message, "Your changes have been adopted successfully".



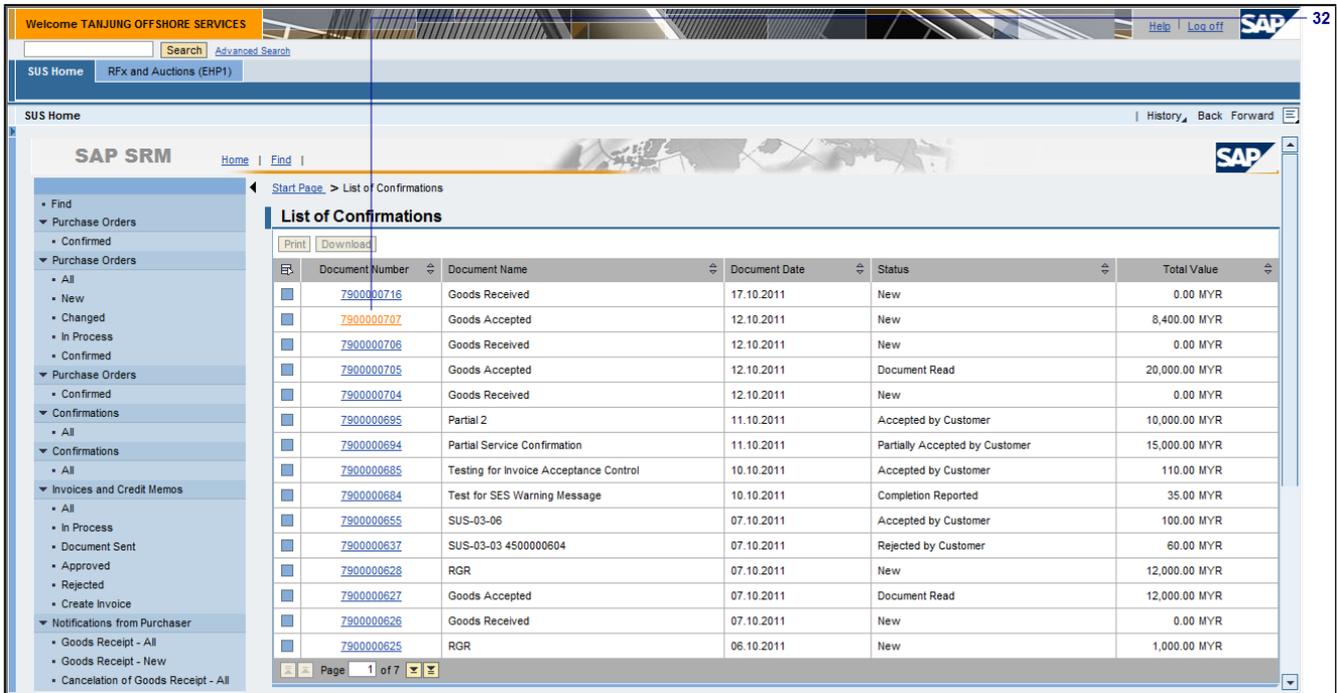
The Purchase Order History tab displays the GR information

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



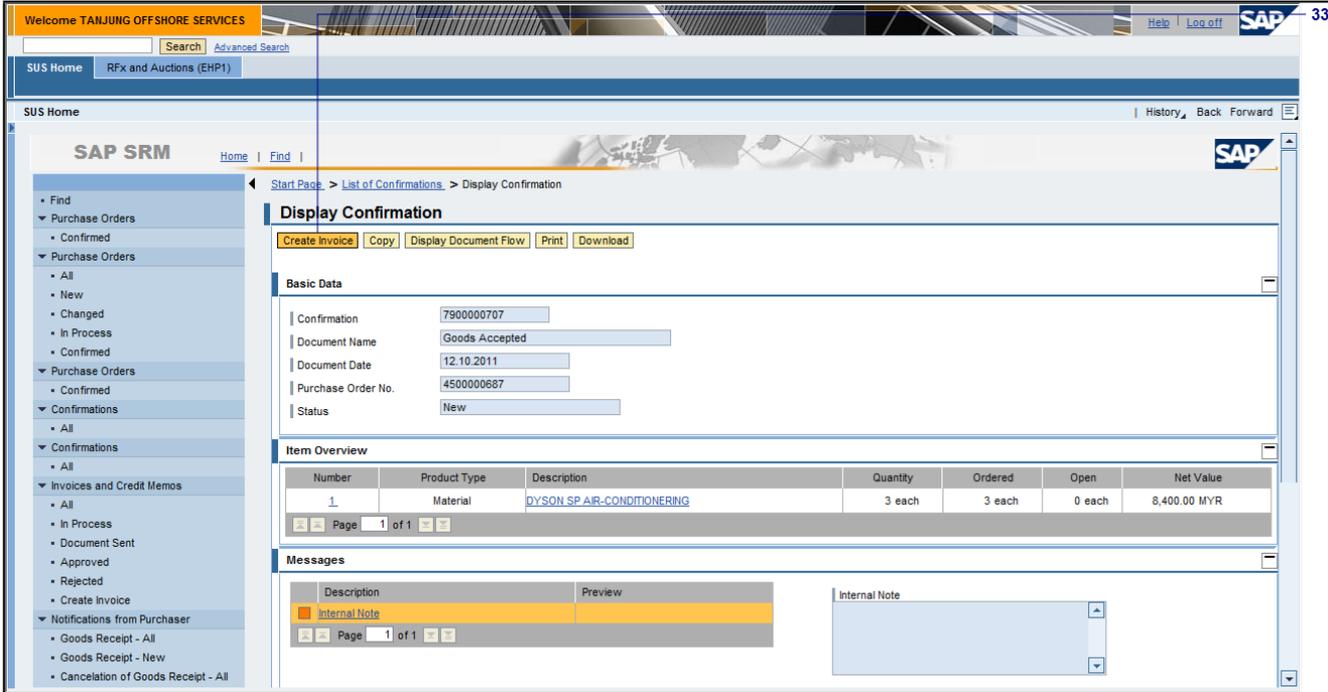
31. Once GR is accepted, supplier can proceed to create invoice. Click All Confirmations link label [All Confirmations](#).

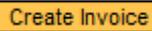
SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



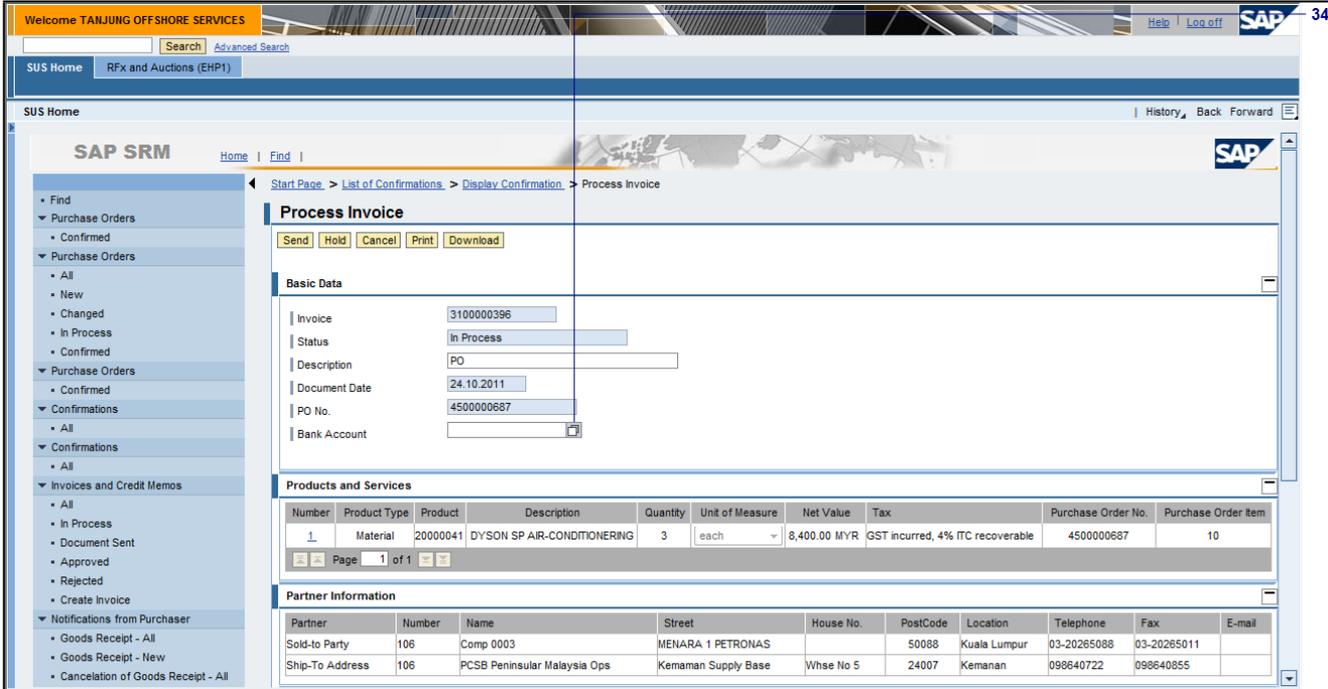
32. Click 7900000707 link label [7900000707](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



33. Click Create Invoice button 

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



34. Click button  to select bank account.

Search Help

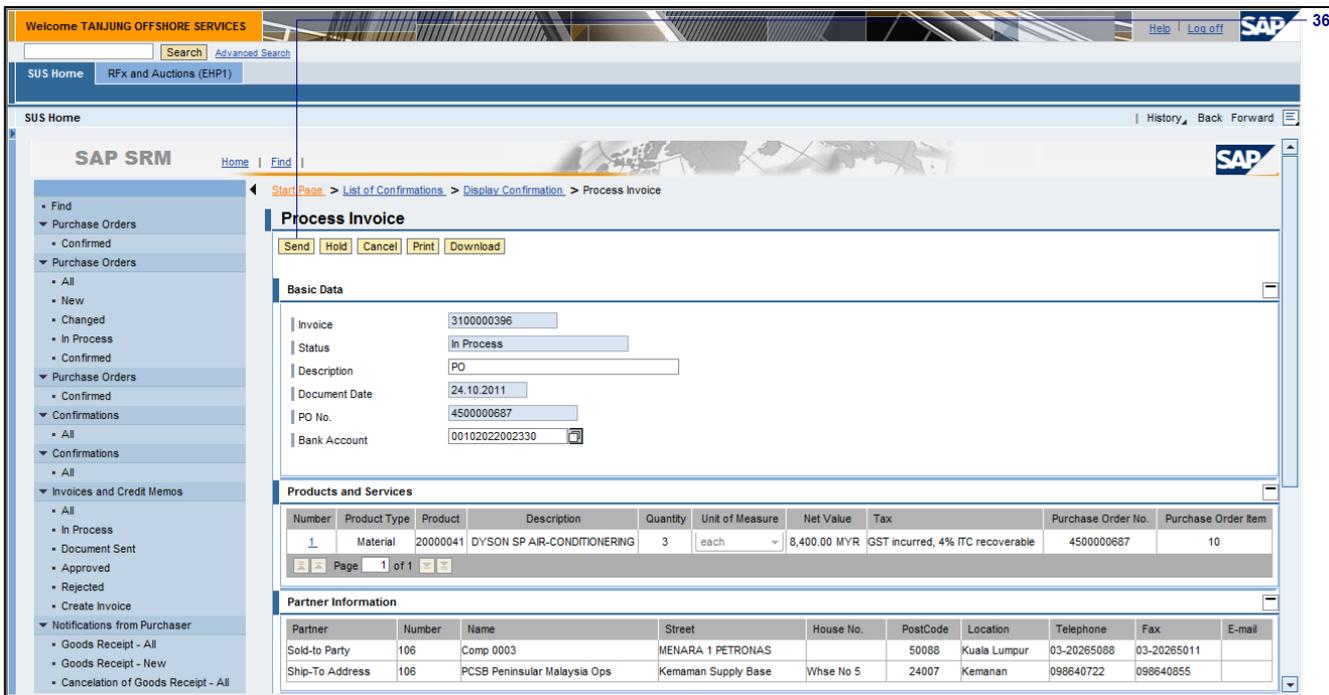
	Bank ID	Bank Account Number	Account Holder	Description
35	<input type="checkbox"/>	0001	00102022002330	AMISLAMIC BANK BERHAD / JLN SULTAN ISMAIL
	<input type="checkbox"/>	0002	512183114556	MALAYAN BANKING BERHAD / TAMAN SETIAWANGSA
	<input type="checkbox"/>	0003	562188106630	MALAYAN BANKING BERHAD / TAMAN SETIAWANGSA
	<input type="checkbox"/>	0004	712183000065	MALAYAN BANKING BERHAD / TAMAN SETIAWANGSA
	<input type="checkbox"/>	0005	712183000088	MALAYAN BANKING BERHAD / TAMAN SETIAWANGSA
	<input type="checkbox"/>			

Page 1 of 1

Close

35. Double-click button on selected bank account.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



Welcome TAIJUNG OFFSHORE SERVICES

SUS Home RFX and Auctions (EHP1)

SAP SRM

Start Page > List of Confirmations > Display Confirmation > Process Invoice

Process Invoice

Send Hold Cancel Print Download

Basic Data

Invoice	3100000396
Status	In Process
Description	PO
Document Date	24.10.2011
PO No.	4500000687
Bank Account	00102022002330

Products and Services

Number	Product Type	Product	Description	Quantity	Unit of Measure	Net Value	Tax	Purchase Order No.	Purchase Order Item
1.	Material	20000041	DYSON SP AIR-CONDITIONERING	3	each	8,400.00 MYR	GST incurred, 4% ITC recoverable	450000687	10

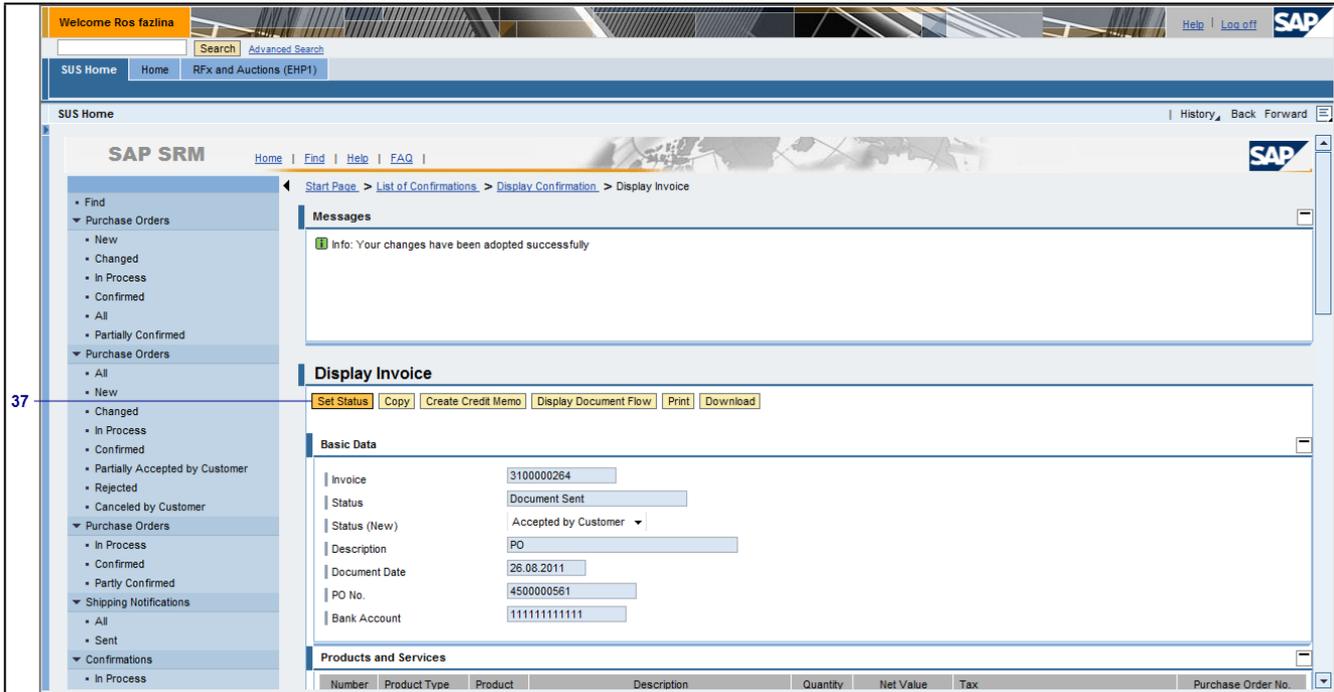
Page 1 of 1

Partner Information

Partner	Number	Name	Street	House No.	PostCode	Location	Telephone	Fax	E-mail
Sold-to Party	106	Comp 0003	MENARA 1 PETRONAS		50088	Kuala Lumpur	03-20265088	03-20265011	
Ship-To Address	106	PCSB Peninsular Malaysia Ops	Kemaman Supply Base	Whse No 5	24007	Kemaman	098640722	098640855	

36. Click Send button .

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



The screenshot shows the SAP NetWeaver Portal interface. The main content area is titled 'Display Invoice'. It features a 'Messages' section with an information message: 'Info: Your changes have been adopted successfully'. Below this is the 'Display Invoice' section, which includes a 'Set Status' button (highlighted in yellow), along with 'Copy', 'Create Credit Memo', 'Display Document Flow', 'Print', and 'Download' buttons. The 'Basic Data' section contains the following fields:

Invoice	3100000264
Status	Document Sent
Status (New)	Accepted by Customer
Description	PO
Document Date	26.08.2011
PO No.	4500000561
Bank Account	11111111111111

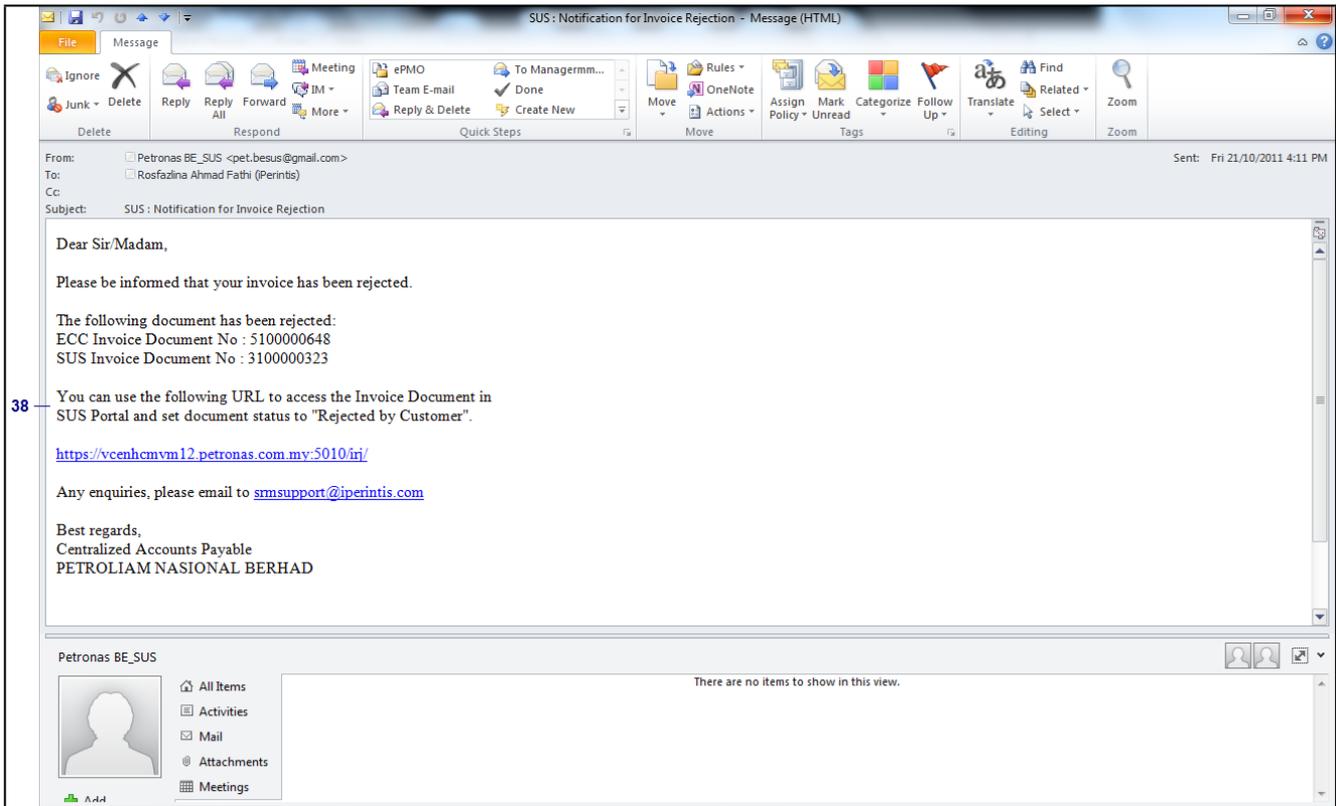
At the bottom, there is a 'Products and Services' table with columns: Number, Product Type, Product, Description, Quantity, Net Value, Tax, and Purchase Order No.

37. If invoice is rejected by the purchaser, an email notification will be sent to supplier, therefore supplier need to change the invoice status to "Rejected by Customer". To do this, go to the main page>All invoices and credit memos>select invoice>Status(New)>Rejected by Customer> Click Set Status button **Set Status**.



The system displays message, " Your changes have been adopted successfully".

SUS : Notification for Invoice Rejection - Message (HTML)



38. The screen displays an email notification of invoice rejection.

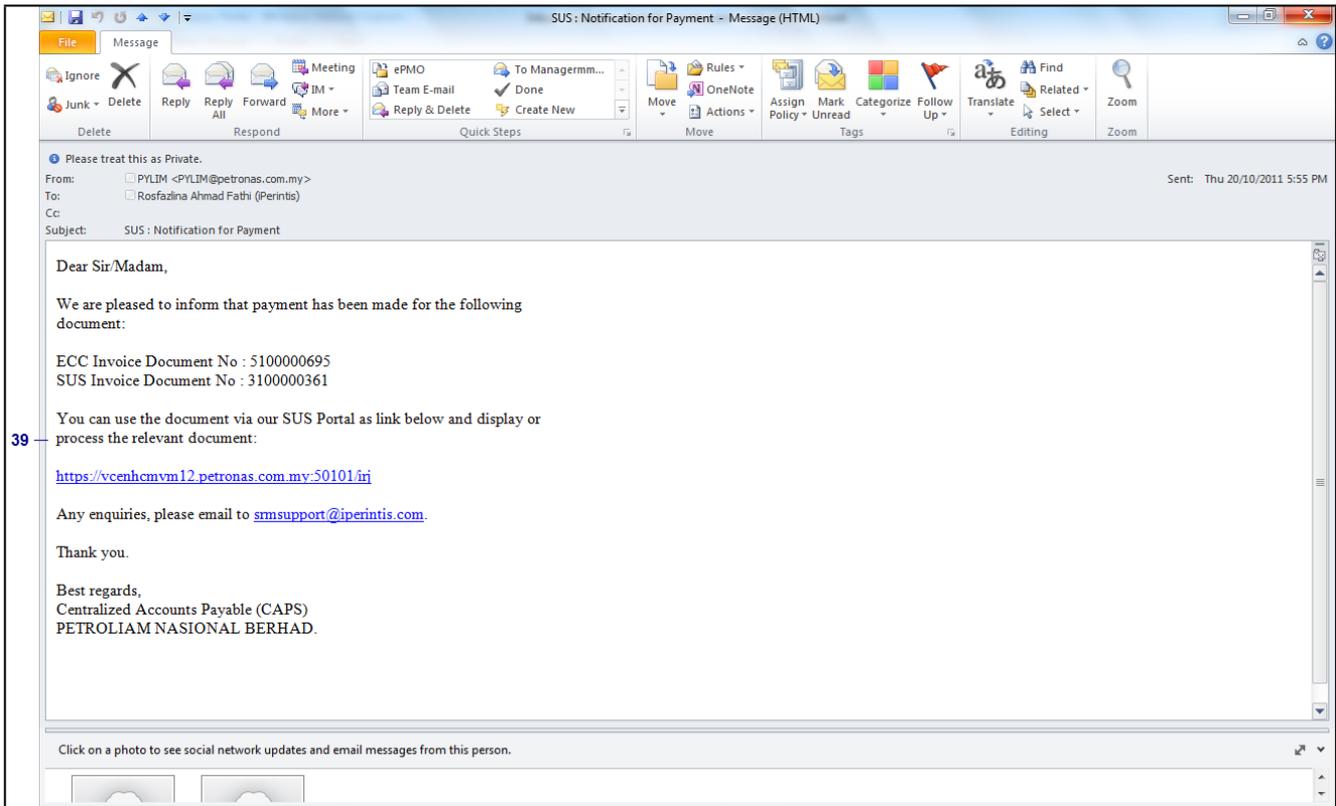


Invoice created in SRM SUS will be posted as parked invoice in ECC6.



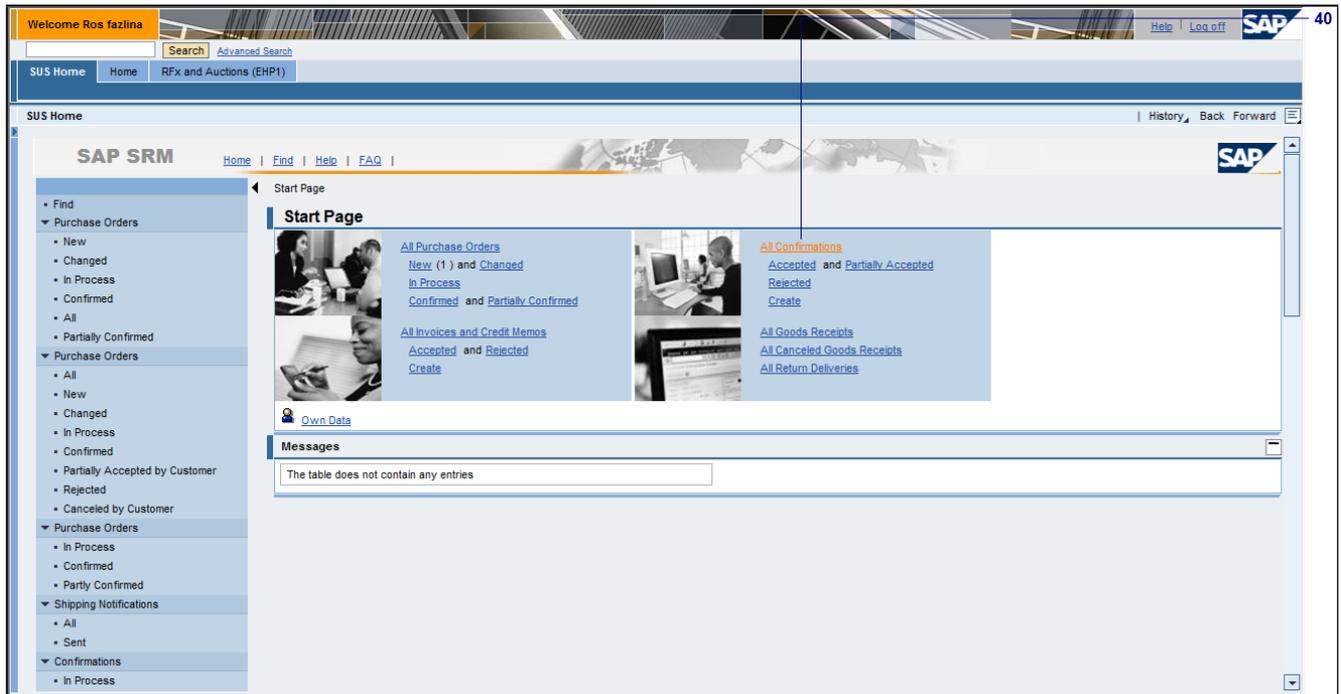
Once payment has been posted in ECC6, an email notification will be sent to supplier.

SUS : Notification for Payment - Message (HTML)



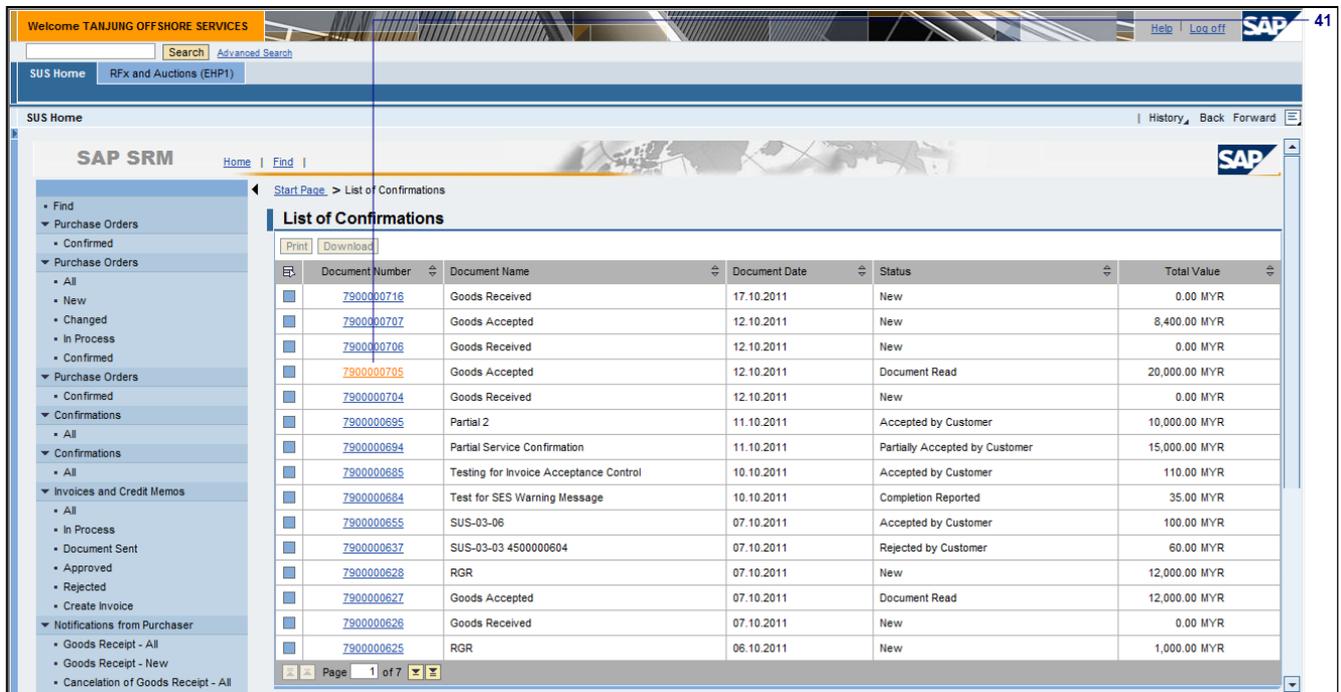
39. The screen displays an email notification for payment made.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



40. To check on the payment status, click All Confirmations link label [All Confirmations](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



41. Click 7900000705 link label [7900000705](#).

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer

Welcome TANJUNG OFFSHORE SERVICES

SUS Home RFX and Auctions (EHP1)

SAP SRM

Start Page > List of Confirmations > Display Confirmation

Display Confirmation

Create Invoice Copy Display Document Flow Print Download

Basic Data

Confirmation: 7900000705
 Document Name: Goods Accepted
 Document Date: 12.10.2011
 Purchase Order No.: 450000641
 Status: Document Read

Item Overview

Number	Product Type	Description	Quantity	Ordered	Open	Net Value
1	Material	VALVE.BA.RF.BS.Z*150.CS.316.RB.SS	20 each	20 each	0 each	20,000.00 MYR

Messages

Internal Note

42. Click Display Document Flow button **Display Document Flow**

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer

Welcome TANJUNG OFFSHORE SERVICES

SUS Home RFX and Auctions (EHP1)

SAP SRM

Start Page > List of Confirmations > Display Confirmation > Display Document Flow

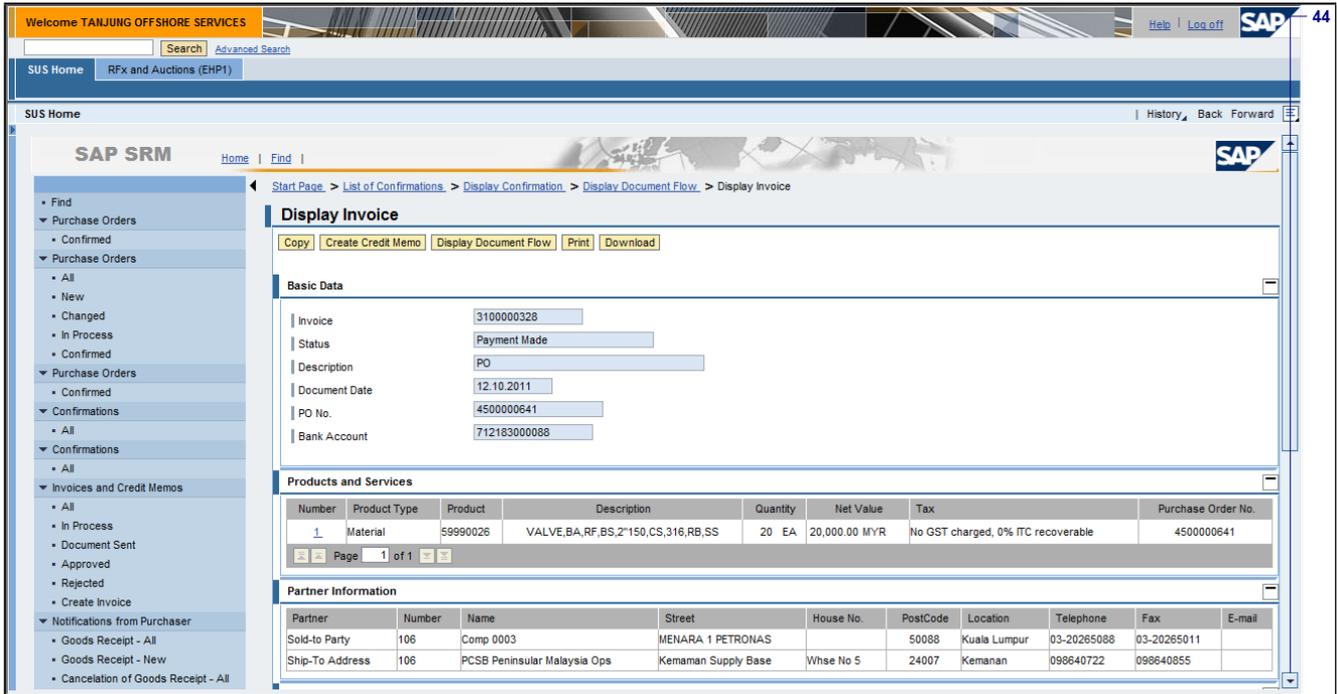
Document Flow

Back to Document

Document Type	Document Number	Document Name	Document Date	Status	Total Value
Purchase Order	800000674	PO	12.10.2011	Confirmed	20,000.00 MYR
Goods Receipt	7900000705	Goods Accepted	12.10.2011	Document Read	20,000.00 MYR
Invoice	3100000326	PO	12.10.2011	Rejected by Customer	20,000.00 MYR
Invoice	3100000327	PO	12.10.2011	Rejected by Customer	20,000.00 MYR
Invoice	3100000328	PO	12.10.2011	Payment Made	20,000.00 MYR

43. Click Invoice link label **Invoice**

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



Display Invoice

Copy Create Credit Memo Display Document Flow Print Download

Basic Data

Invoice	310000328
Status	Payment Made
Description	PO
Document Date	12.10.2011
PO No.	450000641
Bank Account	712183000088

Products and Services

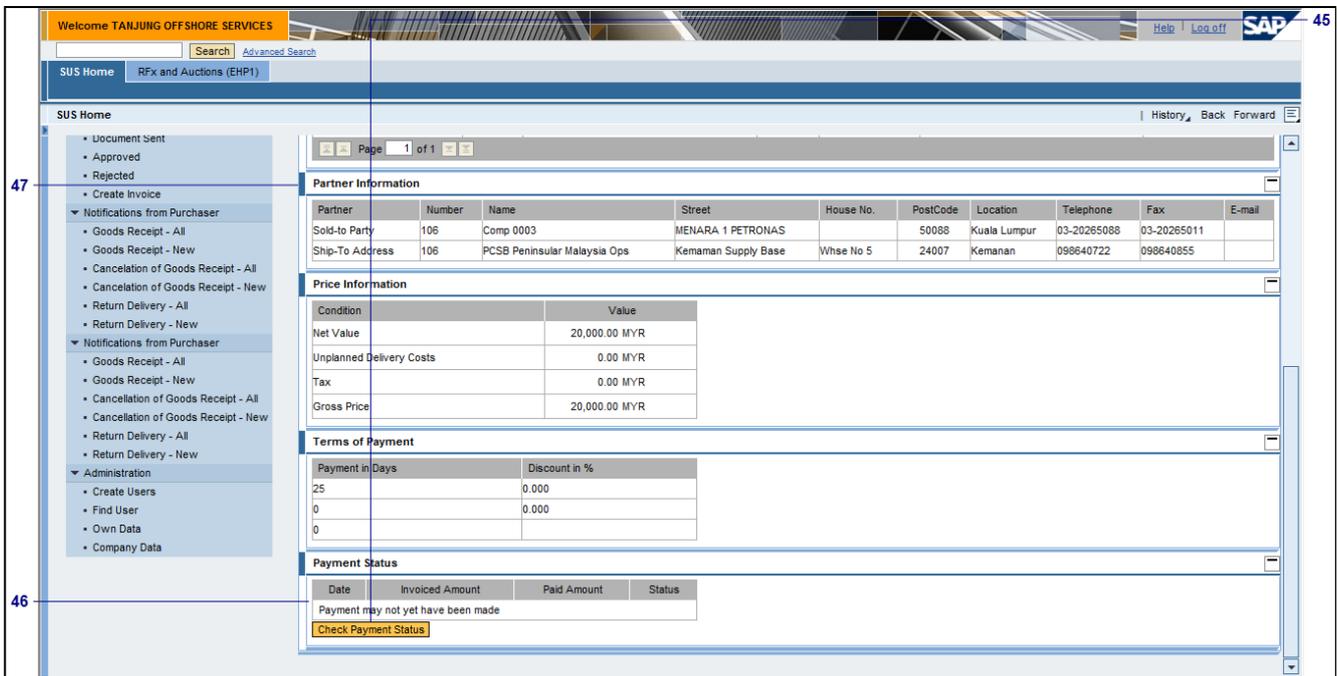
Number	Product Type	Product	Description	Quantity	Net Value	Tax	Purchase Order No.
1	Material	59990026	VALVE,BA,RF,BS,2"150,CS,316,RB,SS	20 EA	20,000.00 MYR	No GST charged, 0% ITC recoverable	450000641

Partner Information

Partner	Number	Name	Street	House No.	PostCode	Location	Telephone	Fax	E-mail
Sold-to Party	106	Comp 0003	MENARA 1 PETRONAS		50088	Kuala Lumpur	03-20265088	03-20265011	
Ship-To Address	106	PCSB Peninsular Malaysia Ops	Kemaman Supply Base	Whse No 5	24007	Kemaman	098640722	098640855	

44. Click check box to scroll down.

SUS Home - SAP NetWeaver Portal - Windows Internet Explorer



Price Information

Condition	Value
Net Value	20,000.00 MYR
Unplanned Delivery Costs	0.00 MYR
Tax	0.00 MYR
Gross Price	20,000.00 MYR

Terms of Payment

Payment in Days	Discount in %
25	0.000
0	0.000
0	

Payment Status

Date	Invoiced Amount	Paid Amount	Status
			Payment may not yet have been made

Check Payment Status

45. Click Check Payment Status button **Check Payment Status**.

46. Details on the payment status is displayed in the box.

Date	Invoiced Amount	Paid Amount	Status
12.10.2011	20,000.00 MYR	20,000.00 MYR	Paid

	WORK INSTRUCTION	Page: 29 of 29
	SUPPLIER RELATIONSHIP MANAGEMENT (SRM)	Revision: Approved
	SUS Manage SRM Supplier Collaboration (Material – for Bidder)	

47. Click Start Page link label [Start Page](#) to go to the main page.