**Project "Smart"** ESL – Electro Steels Limited

# User manual

Domestic Procurement of Spares & Consumables with MRP

Prepared by: Prachee Sharma

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Sensitivity: Confidential (C2)



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# Scenario

# 1 Domestic Procurement of Spares & Consumables with MRP

# 1.1 Contract creation

#### a) Definition and Prerequisites

# For MRP, there must be auto PO check on material considered as well as the vendor with which contract is created.

Based on plant requirement, purchaser will create contract for a given material.

#### b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP <b>Menu</b> > Logistics > Material Management > Purchasing > Outline Agreement > Contract
Transaction Code	ME31K

## c) Responsibility

**Purchase Department** 

#### d) Screen Capture/ Process Steps

Step 1: Enter vendor, agreement type, purchasing org, purchasing group and plant. Press Enter



Outline Agreement	<u>E</u> dit He <u>a</u> der <u>I</u> tem En <u>v</u> ironment S <u>v</u> stem <u>H</u> elp
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Create Contract	: Initial Screen
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Vendor Agreement Type Agreement Date	400009 ZSWK 13.04.2020
Agreement	
Purch. organization Purchasing Group	1000 x01 Q
Default Data for Items	
Item Category	
Acct Assignment Cat.	
Plant Champer la action	4000
Storage location	
Supplier Subrange	
Acknowledgment Reqd	

Step 2: Enter validity end, target value and payment terms, if applicable. Press Enter



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Create Com	tract : Head	ler Data		
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greement		Company Code	1000 Purchasing Group X01	
		Agreement Type	ZSWK Purch. organization 1000	
/endor	400009 B	K.ENGINEERING WORKS		
Administrative Field	ls			
Agreement Date	13.04.2020	Item Number Interval	10 Subitem Interv. 1	
Validity Start	13.04.2020	Validity End	30.04.2021 Language EN	
Terms of Delivery a	and Payment			
Payment terms		Targ. Val.	200000 INR	
Payment in	Days	Exch. Rate	1.00000 Ex.Rate Fx	
Payment in	Days	8		
Payment in	Days Net			
Inco. Version				
Incoterms				
Inco. Location1				
Reference Data				
Quality Data		Quotation		
Quotation Date		Salesperson		
Your Reference	-	Talaahaaa		
Your Reference Our Reference		Telephone		

**Step 3**: Enter material code, target quantity and net price.



C Cont	tract !	<u>E</u> dit He <u>a</u> der <u>I</u> te	em En <u>v</u> iron	ment S <u>v</u> stem	<u>H</u> elp											
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Vendor		400009 B.k	K.ENGINEERIN	G WORKS .	Curr	rency  IN	R									
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Item	IAM	aterial	1	Short Text		Targ. Qty	500	Net Price	Per 1	0	Mat. Grp	PINE	SLOC	D	Stock Segment	1
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160												4000				

**Step 4**: Enter tax code, valuation type.

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Create Cont	ract : Item 00010	
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Agreement Item	10 Item Cat. AcctAssCat	
Material	MAC401416070791 Plant 4000	
Short Text	VLV BALL;2IN,15BAR,FEM THRDD,CS Stor. Loc.	
	Matl Group 4014	
Quantity and Price		
Target Quantity	500 EA RelOrdQty. 1	
Net Order Price	400.00 INR / 1 EA Price Date	
Qty Conversion	1 EA <-> 1 EA InfoUpdate	
Other Data		
1st Rem./Exped.	ConfContr.	
2nd Rem./Exped.	Ackn. No.	
3rd Rem./Exped	Dept. Co.	
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GR/IR Control		
Underdel, Tol.	Stock Type	
Overdeliv Tol		
Tax Code		
Chipping Instr		
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Step 5: Click on save



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Creat	te (	Contract : Item Overvie	ew											
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## Contract created

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Create Contract : Initial Screen	nce to RFQ	
Vendor ZSWK Agreement Type ZSWK Agreement Date 13.04.2020 Agreement		
Organizational Data       Purch. organization       1000       Purchasing Group		
Default Data for Items         Item Category         Acct Assignment Cat.         Plant       4000         Storage location         Material Group         Dept. Code1         Supplier Subrange         Acknowledgment Reqd		
Value Spare&Cons created under the number 3	3300000003	



# 1.2 Contract Release

a) Definition and Prerequisites

Contract needs to be released as per DOA

## b) Menu Path and Transaction code

SAP S/4 HANA menu	<b>SAP</b> Menu > Logistics > Material Management > Purchasing > Outline <b>Agreement &gt; Contract &gt; Release</b> .
Transaction Code	ME35K

## c) Responsibility

**DOA Approvers** 

## d) Screen capture/ Process

**Step 1**: Enter the release code assigned to approver for first level release

Image: Scope of List     Image:	
Release (Approve) Purchasing Documents         Image: Code       Image: Code         Release Code       Image: Code         Release Group       to         Image: Code       Image: Code         Image: Code       Image: Code         Release Group       to         Image: Code       Image: Code	👿 🗾 🖗 📭
Release Code Release Group to Set Release Cancel Release Relea	
Release Code     Image: Code       Release Group     to       Set Release     Cancel Release       Release Prerequisite Fulfilled     List with Items       Scope of List     RAHM	
Release Group       to         Set Release       Cancel Release         Release Prerequisite Fulfilled       List with Items         Scope of List       RAHM         Purchasing Department Octoorpage       IV	
✓ Set Release     Cancel Release     ✓ Release Prerequisite Fulfilled     List with Items     Scope of List     RAHM	<b>B</b>
Cancel Release ✓ Release Prerequisite Fulfilled List with Items Scope of List RAHM Purchasing Department Otherwood	
List with Items Scope of List RAHM Durchasing Depumper Offension	
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Purchasing Document Category K to	➡
Purchasing Organization to	<b>₽</b>
Document Number to	
Document Type to	
Purchasing Group to	
Supplier to	
Supplying Plant to	
Document Date to	

Step 2: Select the agreement that needs to be released and click on the release button



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Contract T	ype Supplier	Name			PGp i	Agmt Date
Release Strat	tegy	Release In	dicator	Release Opti	on	
300000002 ZI	RMK 300010	BRIZO GLOB	AL LOGISTICS	S PV XYZ	RM1	10.04.2020
Agreement Sta	art10.04.2020	Agreement E	nd 30.04.202	21		
RG/Y8 DOPO >	5 Cr.	B Blocked,	changeable	wRelease poss	ible	
330000 <mark>0</mark> 003, Z	SWK 400009	B.K.ENGINE	ERING WORKS	•	X01 .	13.04.2020
Agreement Sta	art13.04.2020	Agreement E	nd 30.04.202	21		
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Step 3: Click on save button

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Contract Type Supplier	Name		PGp	Acmt Date
Release Strategy	Release Indic	ator Release	e Option	
3000000002 ZRMK 300010	BRIZO GLOBAL	LOGISTICS PV XYZ	RM1	10.04.2020
Agreement Start10.04.202	0 Agreement End	30.04.2021		
RG/Y8 DOPO > 5 Cr.	B Blocked, ch	nangeable wRelease	e possible	
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Release (Approve) Purch	hasing Documen	nts	
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Release Code	<b>b7 Q</b>		
Release Group		to	<b>&gt;</b>
Set Release			
Cancel Release			
Release Prerequisite Fulfilled			
List with Items			
Scope of List	RAHM		
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Purchasing Organization		to	₽
Document Number		to	➡
Document Type		to	<b>P</b>
Purchasing Group		to	➡
Supplier		to	<b>P</b>
Supplying Plant		to	➡
Document Date		to	➡
Releases saved			SAP

# **1.3** Source of Supply Creation

## a) Definition and Prerequisites

Once contract is released, source of supply will be maintained for the material and the vendor.

# b) Menu Path and Transaction code

SAP S/4 HANA menu	<b>SAP Menu-</b> >Logistics->Materials Management->Purchasing->Master Data->Source List->Maintain
Transaction Code	ME01

c) Responsibility Purchase Department



## d) Screen capture/ Process

**Step 1**: Enter material code and plant

☞ Source List	<u>E</u> dit <u>G</u> oto Extr <u>a</u> s En <u>v</u> ironment System <u>H</u> elp
Ø	
Maintain	o Source List: Initial Screen
Material	HAC401416070791
Plant	4000

Step 2: Enter valid from, valid to, vendor, purchasing org, agreement no, line item, and MRP as 1. Press Enter

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ource List Per	ords												
Valid from	Valid to	Vendor	POrg	PPI	OUn	Agmt	Item	Fix	Blk	MRP	MRP Area		
13.04.2020	30.04.2020	400009	1000			3300000003	10	D		1			-
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								_	_				

Step 3: Click on save



Maintain Source List: Overview Screen         Maintain Source List: Overview Screen         Maintain Source List: Overview Screen         Ial       MAC401416070791         VLV BALL;2IN,15BAR,FEM THRDD,CS         4000       Central Unit-SBU    ce List Records          ce List Records    ce List Records          a.a.o.o.o.o.o.o.o.o.o.o.o.o.o.o.o.o.o.o	Maiı			_		- uq			ı لم	*	e i u	/ 🖷	
Imal       MAC401416070791       VLV BALL;2IN,15BAR,FEM THRDD,CS         4000       Central Unit-SBU		ntain Sou	rce List	: Over	viev	v Sc	reen						
Had       MAC401416070791       VLV BALL;2IN,15BAR,FEM THRDD,CS         4000       Central Unit-SBU     ce List Records          ce List Records       EA       30000003       POr       POr       POr       PAR       Bk       MRP       MRP Area         3.04.2020       30.04.2020       40009       1000       EA       330000003       1       4000	1 🕹 🖓		🖪 😏 🕻	ב									
4000       Central Unit-SBU         cce List Records       /alid to       Vendor       POrg       PPI       OUn       Agmt       Item       Fix       Bk       MRP       MRP Area         3.04.2020       30.04.2020       40009       1000       EA       330000003       0       1       4000	ial	MAC40141	6070791	VLV B/	ALL;2I	N,15BA	R,FEM THRD	),CS					
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Maintain	Source List: Initial Screen	
Material	MAC401416070791	
Plant	4000	
Source list c	hanged	SAP

# 1.4 Run MRP Live

#### a) Definition and Prerequisites

Once source of supply is maintained for the material and the vendor, MRP live is run.

b) Menu Path and Transaction code

SAP S/4 HANA menu	SAP Menu->Logistics->Production->MRP->Planning->MRP Live
Transaction Code	MD01N

# c) Responsibility

Purchase Department

## d) Screen capture/ Process

Step 1: Enter MRP controller as CS1, planning mode as 3 and click on execute



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MRP I ive				
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Material		0		
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	cs1 t	0	➡	
Material Scope	A			
lso to be Included in Planning				1
Changed BOM Components				
All Order BOM Components				
Stock Transfer Materials				
ontrol Parameters				]
Regenerative Planning				
Schedulina				
Planning Mode	30			
Name for Performance Log				
Output Material List (Job Log)				
st <u>E</u> dit <u>G</u> oto Vjews <u>S</u> ettings System	Нер			
	3			
RP Live				
IRP Level Stock/Requirements list Materials with	messages Material list 🛛 🕄 📑	8 8 7 7 6 8 8 7 7 8 8 7 8 8 8 8 8 8 8 8	3 All Steps 🛛 🏥 📲 🤹 🚹	
lame for Performance Log Start Date 3 M_SUPPORT 13.04.2020 20:59:45 13.04.2020	Start Time MRP End Date End Time 20:59:45 13.04.2020 21:00:13	Tot.PlgTme     Alert     User Name     Matl       00:00:28     MM_SUPPORT	is Pind Mat.Failed Not Locked Classic/MRP MRPon Hana HANA Time ( 2 0 0 0 0 0 2 55.839	Classic Tme Sched Tim 0.000 0.000

# 1.5 Run Stock Requirement list

# a) Definition and Prerequisites

After MRP live is run, stock requirement list is run to check the PR generated.

b) Menu Path and Transaction code



SAP S/4 HANA menu	<b>SAP Menu-</b> >Logistics->Materials Management->Inventory Management->Environment->Stock->Stock/Requirements List
Transaction Code	MD04

# c) Responsibility

# Purchase Department

# d) Screen capture/ Process

# **Step 1**: Enter material code and plant

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Stock/Requirem	nents List: Initial Screen
Individual access	Collective access
_	
Material MAC	401416070791
MRP Area	
Plant 4000	
With filter	



다 List Edit Goto Settings Environment	System <u>H</u> elp		
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Stock/Requirements List as of 2	1:04 hrs		
Show Overview Tree 🛛 🔏 🛛 🐼 😨			
Material MAC401416070791	6		
Description VLV BALL:2IN.15BAR.FEM T	HRDD.CS		
MRP Area 4000 ESL-Cer	itral Store	Ex. manuf.	
Plant 4000 MRP type	VB Material type ZERS Unit	EA	
<b>ॾॎ≪ / #</b> # 중순≜ Date @ GR	ST On 🗗 On Vendor	Cust.	Page 1 / 1
🖻 A Date MRP MRP element data	Rescheduli E Receipt/Reqmt	Available Qty	
3.04.2020 Stock	96	0	
13.04.2020 SafeSt Safety Stock		5- 5-	
🖾 14.04.2020 PurRqs 1100001087/00010		50 45	

# 1.6 Auto Purchase order creation

## a) Definition and Prerequisites

Once PR is generated, automatic PO is created corresponding to it

## b) Menu Path and Transaction code

SAP S/4 HANA menu	<b>SAP Menu-</b> >Logistics->Materials Management->Purchasing- >Purchase Order->Create->Automatically via Purchase Requisitions
Transaction Code	ME59N

## c) Responsibility

Purchase Department

d) Screen capture/ Process

Step 1: Enter plant and click on execute



Image: Program Edit Goto System Help         Image: Program Edit Help         Image: Program Edit Goto System Help         Image: Program Edit Help
<ul> <li>♥ </li> <li>▼ </li> <li>↓ ●</li> <li>● ●</li> <li>● ●</li> <li>● ●</li> </ul>
Automatic Creation of Purchase Orders from Requisitions
Automatic Creation of Purchase Orders from Requisitions
Purchasing Group  to    Purch. organization  to    Fixed vendor  to    Contract  to
Plant     4000     to       Receiving Storage Location     to       Supplying Plant     to
Issuing Storage Loc.
New Purchase Order
Per Purchasing Group Per Delivery Date
Per Plant Per Supplier Subrange
Per Storage Location Per Requisition
Per Item Category Per Requisition Item
✓ Per Company Code         ✓ Per Contract
Other Parameters
Generate Schedule Lines     Detailed Log       Omit Faulty Items     Set PReqs to "Closed"       Test Run     1

# Purchase order created

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			330000002	2 10	1100000576	10		Requisition successfully converted			0		1	
Vendor 400009	B.K.E	NGINE	ERING WORKS .	_			<b>N</b>				. 1		2	
460000008	ZRO	1000	X01				Æ	Purchase order successfully created			1		0	
			330000003	3 10	1100001087	10		Requisition successfully converted			0		1	

# 1.7 Purchase Order Release

# a) Definition and Prerequisites

PO will be released as per DOA

b) Menu Path and Transaction code



SAP S/4 HANA menu	<b>SAP Menu-</b> >Logistics $\rightarrow$ Materials Management $\rightarrow$ Purchasing $\rightarrow$ Purchase Order $\rightarrow$ Release $\rightarrow$ Individual Release
Transaction Code	ME29N

## c) Responsibility

## **DOA Approvers**

# d) Screen capture/ Process

**Step 1**: Click on other document and enter the purchase order to be released.

Image: Durchase Order     Edit     Goto     Environm       Image: Order     Image: Order     Image: Order     Image: Order     Image: Order	nent System <u>H</u> elp	1 4 1 3   3 7 7 9						
Release PO-Dom.Prod.C	onsum. 47000000	54						
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ZDCO PO-Dom.Prod.C 4700000054	/endor 400009	B.K.ENGINEERING WORK	Doc. Date 1	3.04.2020				
E 🔄 Select Document	Address Commu	inication Partners	Additional Data	Org. Data	Status	Release s	trategy	Payment Proce
Pur. Order	EGY Code Descri 07 Level	iption Sta., Re 1 Rel OTHR2 🖌 🗹	el Ə					
S Itm A I Material	Short Text	PO Quantity O	. C Deliv. Date	Net Price	Curr	Per O	. Matl Group	o Pint
10 <u>MAC401417642759</u>	HOSE ASSY NMMTLC;13.	. 1EA	D 30.04.2020	3,500.00	INR	1 EA	4014	1000

Step 2: Click on the release sign



Er     Purchase Order     Edit     Goto     Environment     System     Help	
🕲 🕡 Release RO-Min/ Max Items 460000008	
Document Overview On 🛛 🌮 🖻 🖧 🛛 🚱 Print Preview 🛛 Messages 🔳 👰 Personal Setting	
Image: Text and the matrix of the m	
Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status Release strategy	ayment Processi
Release group RG ESL PO REL. STRATEGY Code Description Sta., Rel.	
Release Strategy Y7 DOPO <= 5 Cr.	
Release indicator B Blocked, changeable wit	
Image: State of the s	Plnt
10 MAC401416070791 VLV BALL;2IN,15BAR,FE 50 EA D 14.04.2020 400.00 INR 1 EA 4014	4000
면 <u>P</u> urchase Order <u>E</u> dit <u>G</u> oto En <u>v</u> ironment System <u>H</u> elp	
Release RO-Min/ Max Items 460000008	
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ZRO RO-Min/ Max Ite 4600000008 Vendor 400009 B.K.ENGINEERING WORK Doc. Date 13.04.2020	
Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status Release strategy Payment Proces	i) 💶 🗖 🛄
Release group RG ESL PO REL. STRATEGY Code Description Sta. Rel.	
Release Strategy 17 DOPO <= 5 Cr.	
Release indicator G Released	
Image: Second state         A         I         Material         Short Text         PO Quantity         O         C Deliv. Date         Net Price         Curr         Per         O         Matl Group         Pint	Stor. La
10 <u>MAC401416070791</u> VLV BALL;2IN,15BAR,FE 50 EA D 14.04.2020 400.00 INR 1 EA 4014 4000	
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Titem Detail	
Relasse effected with relasse role 07	ESO (1) 100 💌

Step 3: Click on save button



Purchase Order Edit Goto Environ	nent S <u>y</u> stem <u>H</u> elp								
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👦 🖌 RO-Min/ Max Items 46	00000008 Created	by MM_SUPPO	RT						
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Release group     RG     ESL PO REL       Release Strategy     Y7     DOPO <= 1	STRATEGY Code Descr Cr. 07 Level	iption Sta 1 Rel OTHR2							
	Chart Taxt	PO Quantity	0 0	Dolin Data	Not Drico	Curr	Dor C	Matl Group	Diet
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a Ber 197 di 4	7 6 6				Addl P	lanning			
Titem Detail									
RO-Min/ Max Items 460000008 changed				S	P				

# 1.8 Gate Entry

# a) Definition and Prerequisites

Once PO is released, gate entry would be done

b) Menu Path and Transaction code

SAP S/4 HANA menu	N/A
Transaction Code	ZM023

c) Responsibility Gate Entry – Security Department

d) Screen capture/ Process Step 1: Click on gate entry



🔄 System <u>H</u> elp	
8	▼ 4 🔲   C 2 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
ESL Gate Entry	
	Gate Entry
	Create Gate Entry
	Vehicle Out Entry
	Cancel Gate Entry
	Approve Gate Entry

**Step 2**: Enter challan no, challan date, plant gate no, mode of transport, vehicle no, tax invoice, test certificate, DFT Copy, guarantee certificate and vendor code.

©r System Help ♥	日前は、おたたな   裏 戸   19 🛙						
Gate Entry							
SAVE							
Header Data	GATE ENTRY		⊙PO Item	○None PO It	em / Service	ORG	P
Challan No     228       Challan Date     13.04.2020       RR No.     R       RR Date     Image: Comparison of the second	Way Bill No         Mining Challan/TP No         Plant Gate No       1         Plant WeighBridge No         Mode of Transport       10         WHELER         Transporter Name         Vehicle No       JH0946582         Container No         Vessel Name         Rake No.         Rake Trip No.		Gate Entry Date Time of Entry Vendor Code Vendor Name Vehicle Unloading Date Vehicle Unloading Time Vehicle out Date Vehicle out Time Decl Value in Way Bill Test Certificate Gurantee Certificate	13.04.2020 21:47:22 400009 00:00:00 00:00:00 NO NO	Tax Invoice	Yes	User ID / Name MM_SUPPORT
Transporter Code Tran	isporter Name	Invoice		Invoice Date			]
ADD Remarks No. of containers pending O No. of	f containers received			Ref. Gate Entry	/ no.		
S PO Number Item Material Number Ma	aterial Description	Order Qty UC	OM Tolarance Qty	Balance to Enter	Challan Qty		
				1		4 1	

Step 3: Press F4 to display the PO number. Select the PO number and press enter



	Restrictions	
ate Entry	<u>Γ</u>	
AVE	Purch.Doc. C Type Vendor Rel	
Header Data	7100000006 F ZLCR 400009 G	PO Item ONone PO Item / Service
	7100000004 F ZLCR 400009 G	
Challan No. 228	4700000033 F ZDOP 400009 G	te 13.04.2020
Challan Pate 13 04 2020	4600000006 F ZRO 400009 B	21:47:22
BB No	4/00000039 F 2DOP 400009 G	400000
RK NO.	4000000015 F ZVCO 400009 G	400009
RR Date	4700000013 F ZDS0 400009 G	B.K.ENGINEERING WORKS .
LR/BL No	4700000045 E ZDOP 400009 G	ing Date
LR/BL Date	4700000044 F ZDOP 400009 G	ing Time 00:00:00
Bill of Entry No	4900000016 F ZDSO 400009 G	te
Bill of Entry Date	4700000046 F ZDOP 400009 G out Tin	ne 00:00:00 Tax Invoice YES
	4700000047 F ZDOP 400009 G alue in V	Vay Bill
	4700000048 F ZDOP 400009 G ertificate	e NO DFT Copy NO
	4700000049 F ZDOP 400009 G	ficate NO
	4700000050 F ZDOP 400009 G	
Transporter Code	4600000005 F ZRO 400009	Invoice Date
	4700000051 F ZDOP 400009 G	
No. of containers ponding	4700000052 F ZDOP 400009 G	Ref. Cate Entry po
No. of concarrent pending of No. of	7600000008 F 2DC5 400009 G	Ref. Gate Entry No.
S PO Number Item Material Number Mat	a 4700000055 F 200P 400009 G	2ty Balance to Enter Challan Qty
	4900000021 F ZDSO 400009 G	
	460000008 F 7R0 40009 G	
	······································	
	58 Entries found	

Step 4: Press Enter to display the PO details

AVE						
Header Data		GATE ENTRY		PO Item     ONone I	PO Item / Service	RGP
Challan No     228       Challan Date     13.04.21       RR No.     R       RR Date     LR/BL No       LR/BL Date     Bill of Entry No       Bill of Entry Date     Control of Entry Date	Way Bil No       20     Mining Challan/TP       Plant Gate No     Plant Gate No       Plant Gate No     Plant WeighBridge       Mode of Transporter Name     Vehicle No       Container No     Vessel Name       Rake No.     Rake No.       Rake Trp No.	No 1 1 No 1 1 No SELF JH09M6582	Gate Entry Time of Ent Vendor Cod Vendor Nan Vehicle Unk Vehicle Unk Vehicle out Vehicle out Test Certific Gurantee Co	Date         13.04.2020           ry         21.47.22           e         40009           he         B.K.ENGINEER           hading Date         00:00:00           Date         00:00:00           Time         00:00:00           h Way Bill         00:00           ate         NO	Tax Invoice YES DFT Copy No	User ID / N MM_SUPPC
Transporter Code	Transporter Name		Invoice	Invoice Date		
ADD Remarks No. of containers pending	0 No. of containers received			Ref. Gate	Entry no.	
S PO Number Item Material N	umber Material Description	Order	Qty UOM Tolarand	e Qty Balance to Enter	Challan Qty	11
the second s	6070791 VLV BALL; 2IN, 15BAR, FR	EM THRDD,CS 50.000	EA 0.000	50.000		

**Step 5**: Enter the Challan qty



Gate Entry								
SAVE								
Header Data	GATE	ENTRY		●PO Item	○None PC	Item / Service	ORG	3P
Chalan No     228       Chalan Date     13.04.2020       RR No.	Way Bill No Mining Challan/TP No Plant Gate No Plant WeighBridge No Mode of Transport Transporter Name Vehicle No Container No Vessel Name Rake No. Rake Trip No.	1 1 WHELER 5ELF JH09M6582	G 7 V V V V V V V V V V G G	ate Entry Date ime of Entry endor Code endor Name ehicle Unloading Date ehicle Unloading Time ehicle out Date ehicle out Date ehicle out Time ecl Value in Way Bill est Certificate urantee Certificate	13.04.2020 21:47:22 400009 B.K.ENGINEERIN 00:00:00 00:00:00 NO NO	IG WORKS . Tax Invoice DFT Copy	YES	User ID MM_SU
Transporter Code	Transporter Name		Invoice		Invoice Date			
No. of containers pending 0	No. of containers received				Ref. Gate En	itry no.		
S PO Number Item Material Number	er Material Description	Order Qty	UOM	Tolarance Qty	Balance to Enter	Challan Qty		]
1 460000008 10 MAC401416070	0791 VLV BALL; 2IN, 15BAR, FEM THR	DD,CS 50.000	EA	0.000	50.000	50		

# Step 6: Click on save button

		1						
nte Entry								
AVE								
Header Data	GATE E	NTRY		●PO Item	ONone PO	Item / Service	ORG	P
Challan No     228       Challan Date     13.04.2020       RR No.     R       RR Date     Image: Comparison of the second	Way Bill No Mining Challan/TP No Plant Gate No Plant WeighBridge No Mode of Transport Transporter Name Vehicle No Container No Vessel Name Rake No. Rake Trip No.	1 UNHELER SELF JH09M6552	G V V V V V V V V G G G	ate Entry Date ime of Entry endor Code endor Name ehicle Unloading Date ehicle out Date ehicle out Date ehicle out Time ecl Value in Way Bill est Certificate urantee Certificate	13.04.2020 21:47:22 400009 B.K.ENGINEERING 00:00:00 00:00:00 NO NO	5 WORKS . Tax Invoice DFT Copy	YES	User ID / Na MM_SUPPO
Transporter Code	Transporter Name		Invoice		Invoice Date			
ADD Remarks		۹.						
No. of containers pending 0	No. of containers received	]			Ref. Gate Ent	ry no.		1
S PO Number Item Material Number	Material Description	Order Qt	y UOM	Tolarance Qty	Balance to Enter	Challan Qty		1
1 460000008 10 MAC401416070791	VLV BALL; 2IN, 15BAR, FEM THRE	DD,CS 50.000	EA	0.000	50.000	50	L	
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Gate Entry number generated



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Gate Entry									
Header Data	GATE ENT	ſRY			⊙PO Item	None PC	) Item / Service	ORG	P
Challan No 228	Way Bill No			Ga	te Entry Date	13.04.2020			
Challan Date 13.04.2020	Mining Challan/TP No			Ti	me of Entry	21:47:22			User ID / Name
RR No.	Plant Gate No 1	<u> </u>		Ve	endor Code	400009			MM_SUPPORT
RR Date	Plant WeighBridge No			Ve	endor Name	B.K.ENGINEERIN	IG WORKS .		
LR/BL No	Mode of Transport 1	0 WHELER		Ve	ehicle Unloading Date				
LR/BL Date	Transporter Name	SELF		Ve	ehicle Unloading Time	00:00:00			
Bill of Entry No	Vehicle No J	TH09M6582		Ve	ehicle out Date				
Bill of Entry Date	Container No			Ve	ehicle out Time	00:00:00	Tax Invoice	YES	
	Vessel Name			De	ecl Value in Way Bill				
	Rake No.			Te	est Certificate	NO	DFT Copy	NO	
	Rake Trip No.			Gu	urantee Certificate	NO			
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Tran 🕦 📴 Bate Entry No. 2020000198	7			Invoice		Invoice Date			
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# 1.9 Goods Receipt

## a) Definition and Prerequisites

After custom MIRO is done is system, then Goods Receipt (GRN) is done at the corresponding port.

#### b) Menu Path and Transaction code

SAP S/4 HANA menu	<b>SAP Menu-&gt;</b> Logistics > MM > Inventory Management > Goods Movement > MIGO
Transaction Code	MIGO

c) Responsibility

Store Department

d) Screen capture/ Process

Step 1: Select Goods Receipt



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👼 🖬 Goods Issue Other - MM_SU	PPORT										
Show Overview   🗋   Hold Check Post   🛅 Help											
A07 Goods Issue 💽 R10 Other 🔹			GI for cost center 9	11							
A07 Goods Issue A01 Goods Receipt											
A04 Display											
A02 Return Delivery		_									
A03 Cancellation	ii Sip										
A10 Place in Storage .2020 Doc.He	ader Text										
A09 Remove from Storage											
A05 Release GR Blocked Stock											
A12 Change											
All Subsequent Adjustment	V OK QTY IN UNE	E SLOC	Cost Center Order	G/L Account Stock Segment							
AUG Subsequent Delivery											
	Delete 🗋 Contents 🔀										
Material Quantity Where											
Material											

## Step 2: Enter purchase order and line item. Press enter

☞ <u>G</u> oods Receipt <u>S</u> ettings System <u>H</u> elp							
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👼 🖌 Goods Receipt Purchase Or	der - MM_SUPPORT						
Show Overview   🗋   Hold Check Post	🚹 Help						
A01 Goods Receipt 💌 R01 Purchase Order 💌 46	0000008 10	<b>⊕∥</b> ⊞	GR goods receipt	101			
General Vendor							
Document Date 13.04.2020 Delw	ry Note	1					
Posting Date 13.04.2020 Bill of	Lading	HeaderText		1			
🗋 🗌 1 Individual Slip 💌							
Line Mat. Short Text	V OK Qty in UnE	E SLoc	Stock Segment	Batch	Valuation	M D Stock Type	Pint 🛄
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	Delete Contents						
Material Quantity Where							

Step 3: Click on quantity tab, enter quantity in qty in unit of energy and qty in delivery note tab. Enter the unit.



Goods Receipt I	Purchase Order 4	50000	00008 - MM	SUP	PO	27						
how Overview	Check Post Hel											
Document Date     13.04.20       Posting Date     13.04.20       Image: Construction of the second	Delivery Note Bill of Lading			Ven Hea	dor derTe	B.K.ENGINEE	RING WORKS .					
Line Mat. Short Text           1         VLV BALL;2IN,15BAR,FEI            >	M THRDD,CS	V OK	Qty in UnE	E EA	S :	SLoc	Profit Center 401000	Stock Segment	Batch	Valuation SP-INDIGEN	M D	Stock Unres
Material Quantity Qty in Unit of Entry 50 Qty in SKU 50	Where Purchase Orde	r Data	Partner Acco	ount A	Assign	ment Weight	Information					
Qty in Delivery Note 50 Quantity Ordered 50	EA EA											

Step 4: Click on Where tab and enter the storage loc and gate entry no

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Show Overview 🛛 🗋 🛛 Hold Check	Post 🚺 Help						
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Line Mat. Short Text	V OK Qty in Un	E E S SLoc	Profit Center Stock Segment	Batch	Valuation	M D	Stock T
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4 🕨 🗌							<b>4 F</b>
Material Quantity Where	Purchase Order Data Partne     GR goods receipt Stock	r Account Assignment V type Unrestricte	/eight Information				
Plant Central Ur Storage location 4CST <u>GR/GE No.</u> 20200001 Unloading Point	nit-SBU 4000	2					
🖆 🔄 🗌 Item OK Line	1 🛵						

Step 5: Enter the deliver note, bill of lading and header text if any



C Goods Receipt Settings System Help				
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Թ 🛃 Goods Receipt Purchase Order 460000008 -	MM_SUPPORT			
Show Overview 🛛 🗋 🛛 Hold Check Post 🛛 🚹 Help				
Document Date     13.04.2020       Posting Date     13.04.2020       Bill of Lading	Vendor <u>B.K.ENGINE</u> HeaderText	ERING WORKS .		
Line Mat. Short Text V OK Qty in UnE	E S SLoc	Profit Center Stock Segment	Batch	Valuation M D Stock T
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				<b>▲</b>
A R Contents				
Material Quantity Where Purchase Order Data Partner	Account Assignment Weigh	nt Information		
Material VLV BALL;2IN,15BAR,FEM THRDD,CS	MAC401416070791			
Supplier Mat. No.				
Material Group 4014	Valuation Type	INDIGEN		
	EAN in Order Unit			
	EAN Check			
Line 1				
4 8				

**Step 6**: Flagged the item ok in quantity tab

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🔞 🖌 Goods Receipt Purchase Order 460000008 - M	IM_SUPPORT
Show Overview D Hold Check Post Help	
Document Date     13.04.2020     Delivery Note       Posting Date     13.04.2020     Bill of Lading       Image: Individual Sign relation     Image: Individual Sign relation	Vendor B.K.ENGINEERING WORKS.
Line Mat. Short Text V OK Qty in UnE	E S., SLoc Profit Center Stock Segment Batch Valuation M D Stock T
VLV BALL;2IN,15BAR,FEM THRDD,CS	EA 💭 401000 SP-INDIGEN 101 + Unres
	4 F
Material Quantity Where Purchase Order Data Partner	Account Assignment Weight Information
Material VLV BALL;2IN,15BAR,FEM THRDD,CS Supplier Mat. No.	MAC401416070791
Material Group 4014	Valuation Type SP-INDIGEN
	EAN in Order Unit
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	L

**Step** 7: Click on check button to see if the document is OK.



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1 VLV BALL;2IN,15BAR,FEM 1	HRDD,CS	50	EA	Central Store	401000			SP-INDIGEN	101 +	Unr
										* *
< >										4 1
	Delete	Contents								
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Material Quantity Where Material Quantity Where Material <u>VLV BALL;2</u> Supplier Mat. No.	Purchase Order Da	Contents Contents CS	Account Assignr	nent Weight I	nformation					
Material Quantity Where Material VLV BALL:2: Supplier Mat. No. Material Group 4014	Purchase Order Da	Contents	Account Assignm	Pent Weight I	nformation					
Material Quantity Where Material VLV BALL:21 Supplier Mat. No. Material Group 4014	Purchase Order Da	Contents	Account Assignr MAC401416070 Valuation Type EAN in Order U	Rent Weight I	nformation					
Material Quantity Where Material VLV BALL.22 Supplier Mat. No. Material Group 4014	Purchase Order Da	Contents	Account Assignm MAC401416070 Valuation Type EAN in Order U EAN Check	P Weight I 791 SP-INI nit	nformation	]				
Material Quantity Where Material VLV BALL:21 Suppler Mat. No. Material Group 4014	Purchase Order Da	Contents CS CS	Account Assignm MACC40141607C Valuation Type EAN in Order U EAN Check	P Weight I 7791 SP-INI nit	nformation	]				
Material Quantity Where Material Quantity Where Suppler Mat. No. Material Group 4014	Purchase Order Da	Contents Contents CS	Account Assignm MAC401416070 Valuation Type EAN in Order U EAN Check	P Veight I SP-INI nit	nformation	]				
Material Quantty Where Material Quantty Where Suppler Mat. No. Material Group 4014	Purchase Order Da	Contents CS CS	Account Assignm Mac401416070 Valuation Type EAN in Order U EAN Check	P Veight I 1791 SP-INI nit	DIGEN	]				

# Step 8: Click on post

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👼 📕 Goods Receipt Purchase Order 4600	000008 - MM_	SUPPOI	RT						
Show Overview   🗋   Hold Check Post   📘 Help									
Document Date 13.04.2020 Delivery Note		Vendor	B.K.ENGINEERIN	G WORKS .	]				
Posting Date 13.04.2020 Bill of Lading		HeaderTe	xt		]				
Line St Mat. Short Text	V OK Qty in UnE	E.,	SLoc	Profit Center	Stock Segment	Batch	Valuation	M [	D St
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									•
	Contents 🔀		<b>_</b>						
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Material VLV BALL;2IN,15BAR,FEM THRDD,C	<u>S MA</u>	C401416070	0791						
Material Group 4014	Va	luation Type	SP-INDI	GEN					
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Material document posted



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Waterial document 5000001019 posted		SAP			2 Þ

# 1.10 Invoice Receipt

# a) Definition and Prerequisites

Once the GRN is done and bill is handed over, invoice receipt is done.

#### b) Menu Path and Transaction code

SAP S/4 HANA menu	<b>SAP Menu-</b> >Logistics > MM >Logistic Invoice verification > document entry > MIRO
Transaction Code	MIRO

# c) Responsibility

**Finance Department** 

d) Screen capture/ Process

Please refer to the Manual of Invoice Receipt.