

Purchase Groups

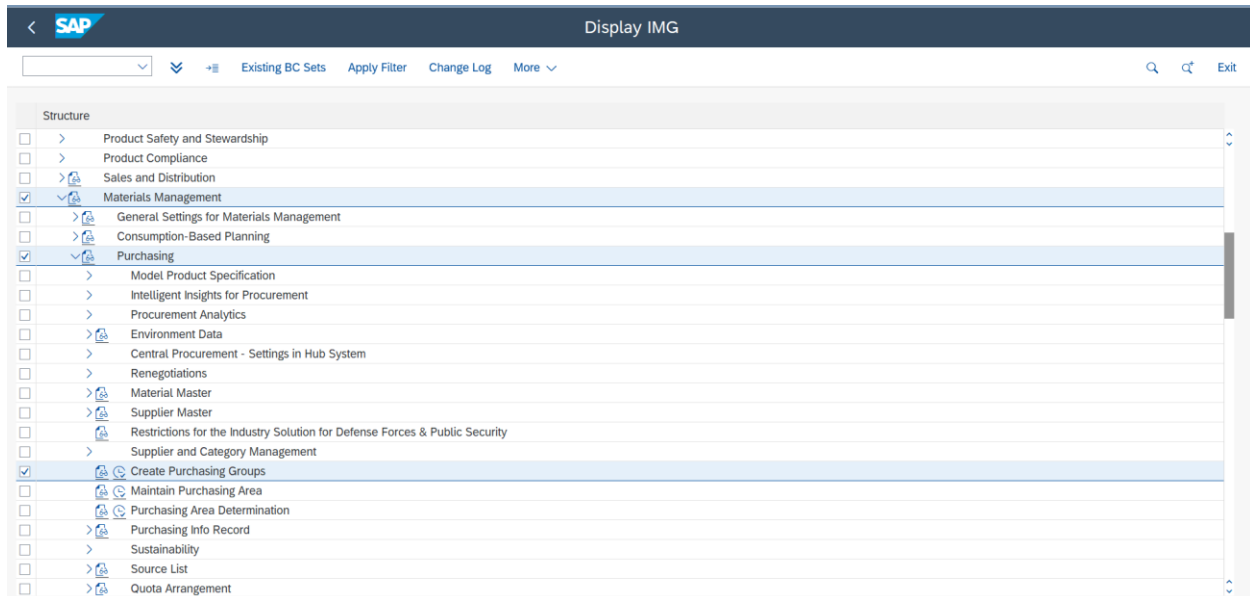
Create 3 Purchasing Groups:

3 employees Responsible for purchasing the **cars** according to the **vendor country**.
One is responsible for purchasing **spare parts**. **One** responsible for purchasing any needed **services** (ex: security which is measured by people/hr, Electricity which is measured by day and other maintenance).

Step 1: Accessing purchase group configuration >>

Navigation:

Spro → SAP Reference IMG" → Navigate to "Materials Management" → "Purchasing" → "Create Purchasing Groups".



Step 2: Create new 3 purchase groups >>

Once you are in the Purchasing Groups configuration screen, you'll see a list of existing groups.

Pu. No.	Desc. Pur. Grp	Tel.No. Pur.Grp	Fax Number	Telephone	Extension	E-Mail Address
001	Group 001	770 840 9421	770 840 9000	331	1	group5_noreply@sap.com
002	Group 002	770 840 9421	770 840 9000	331	1	a
003	Group 003	770 840 9421	770 840 9000	331	1	a
005	Transportation Srv	770 840 9421	770 840 9000	331	123	group5_noreply@sap.com
007	SUKARI					
071	Raw Material sap07					
072	Consumables sap07					
073	Assets Sap07					
100	Raw Material					
101	Assets					
102	Consumables					
106	Raw Material					
111	sara purchase grp					
116	Assets					
126	Consumables					
180	Raw Material PuGRP					
200	Raw Material					

Click on the "New Entries" button to create a new purchasing group.

For each new purchasing group, you need to:

- Enter a **unique alphanumeric identifier** for the purchasing group.
- Provide a **descriptive name** that clearly identifies the **group's purpose**.

Define Purchasing Groups:

- **First Purchasing Group:**
 - Code: (e.g., "T51")
 - Description: "**Cars** Purchasing - Vendor Country"
- **Second Purchasing Group:**
 - Code: (e.g., "T52")
 - Description: "**Spare Parts** Purchasing"
- **Third Purchasing Group:**
 - Code: (e.g., "T53")
 - Description: "**Services** Purchasing".

Change View "Purchasing Groups": Overview

SAP

Change View "Purchasing Groups": Overview

New Entries

Purchasing Groups

Pu...	Desc. Pur. Grp	Tel.No. Pur.Grp	Fax Number	Telephone	Extension	E-Mail Address
<input type="checkbox"/> 001	Group 001	770 840 9421	770 840 9000	331	1	group5_noreply@sap.com
<input type="checkbox"/> 002	Group 002	770 840 9421	770 840 9000	331	1	a
<input type="checkbox"/> 003	Group 003	770 840 9421	770 840 9000	331	1	a
<input type="checkbox"/> 005	Transportation Srv	770 840 9421	770 840 9000	331	123	group5_noreply@sap.com
<input type="checkbox"/> 007	SUKARI					
<input type="checkbox"/> 071	Raw Material sap07					
<input type="checkbox"/> 072	Consumables sap07					
<input type="checkbox"/> 073	Assets Sap07					
<input type="checkbox"/> 100	Raw Material					
<input type="checkbox"/> 101	Assets					
<input type="checkbox"/> 102	Consumeables					
<input type="checkbox"/> 106	Raw Material					
<input type="checkbox"/> 111	sara purchase grp					
<input type="checkbox"/> 116	Assets					
<input type="checkbox"/> 126	Consumables					
<input type="checkbox"/> 180	Raw Material PuGRP					
<input type="checkbox"/> 200	Raw Material					

Entry 1 of 106

Save Cancel

Change View "Purchasing Groups": Overview

SAP

Change View "Purchasing Groups": Overview

New Entries

Purchasing Groups

Pu...	Desc. Pur. Grp	Tel.No. Pur.Grp	Fax Number	Telephone	Extension	E-Mail Address
<input type="checkbox"/> SE1	Service Pur. Grp					SM01SERVICE@GMAIL.COM
<input type="checkbox"/> SE3	Service Purch grp					
<input type="checkbox"/> SP1	Spare P Pur. Grp					SM01SPAREPARTS@GMAIL.COM
<input type="checkbox"/> SP3	Spare Parts Grp					
<input type="checkbox"/> SPG	spare parts pg					
<input checked="" type="checkbox"/> T51	Cars Purch. Group	+2011112222				Cars.purch.group@SpeedMotors.com
<input checked="" type="checkbox"/> T52	S.P. Purch. Group	+2033334444				S.P.purch.group@SpeedMotors.com
<input checked="" type="checkbox"/> T53	Oil Purch. Group	+2055556666				Serv.purch.group@SpeedMotors.com
<input type="checkbox"/> TUH	Tuhina					
<input type="checkbox"/> USF	usf	USF	usf			
<input type="checkbox"/> VE	v-purchase group					
<input type="checkbox"/> XCF	France Pur. Group					
<input type="checkbox"/> XCG	Germany Pur.Group					
<input type="checkbox"/> XCI	Italy Pur. Group					
<input type="checkbox"/> XSP	Spare Parts Group					
<input type="checkbox"/> XXG	Services Group					
<input type="checkbox"/> Y01	Pur Grp 1					
<input type="checkbox"/> Y02	Pur Grp 2					

Entry 52 of 109

Save Cancel

To check if the creation has been done successfully or not. >> Check Purchasing Group in ME21N (PO)

Purchase Order Edit Goto Environment System Help

SAP

Create Purchase Order

Document Overview On

standard PO Supplier: 220048 dummy Doc. Date: 03/27/2024

Delivery/Invoice Conditions Texts Address Communication Partners Additional Data Org. Data Status

Purch. Org.: Purch. Group: Company Code:

Item Overview

Item: New Item

Purchasing Group (2) 109 Entries found

Restrictions

PG*	Description
SP3	Spare Parts Grp
SPG	spare parts pg
T51	Cars Purch. Group
T52	S.P. Purch. Group
T53	Oil Purch. Group
TUH	Tuhina
USF	usf
VE	v-purchase group

109 Entries found

Save Cancel