

Vendor Evaluation Process in SAP MM

Menu Path: SPRO—SAP Ref.IMG—Materials Management--Purchasing—Vendor Evaluation

Display IMG

Existing BC Sets BC Sets for Activity Activated BC Sets for Activity

Structure

- Strategic Enterprise Management/Business Analytics
- Controlling
- Investment Management
- Enterprise Controlling
- Real Estate
- Flexible Real Estate Management (RE-FX)
- Logistics - General
- Environment, Health & Safety
- Product and REACH Compliance
- SAP EHS Management
- Sales and Distribution
- Materials Management**
 - General Settings for Materials Management
 - Consumption-Based Planning
 - Purchasing**
 - Environment Data
 - Material Master
 - Vendor Master

- Statistics
- Version Management
- Messages
- Vendor Evaluation**
 - Define Weighting Keys
 - Define Criteria
 - Define Scope of List
 - Maintain Purchasing Organization Data
 - Logistics Invoice Verification
- Source Determination

- Define Weighting Keys:

Change View "Vendor Evaluation: Weighting Keys": Overview

New Entries

Wgt. Key	Short Text
01	Equal weighting
02	Unequal weighting
03	

- Define Criteria:

Change View "Main Criteria": Overview

New Entries

Dialog Structure

- Main Criteria
 - Subcriteria

Eval.Crit.	Description of Criterion	Short Text
01	Price	PRICE
02	Quality	QUALIT
03	Delivery	Deliv.
04	Service	SERV.

For each Criteria there are **Sub Criteria**.

Change View "Subcriteria": Overview

New Entries

Dialog Structure

- Main Criteria
 - Subcriteria

Eval.Crit. 01 Price

Subcriteria

Subcrit.	Description of Criterion	User exit	Scoring Method	Short Descript.
1	Price Level		4	Automatic Determination fr
2	Price history		5	Automatic Determ. from Pu
3	Market behavior		1	Semiautomatic Determinatio

Change View "Subcriteria": Overview

New Entries

Dialog Structure

▼ Main Criteria

• Subcriteria

Eval.Crit. 02 Quality

Subcriteria

Subcrit.	Description of Criterion	User exit	Scoring Method	Short Descript.
1	GR Lots		7	Automatic Determination fr
2	Shopfloor Complaint		8	Automatic Determ. from Qu
3	Audit		9	Automatic Determ. from Qu

Change View "Subcriteria": Overview

New Entries

Dialog Structure

▼ Main Criteria

• Subcriteria

Eval.Crit. 03 Delivery

Subcriteria

Subcrit.	Description of Criterion	User exit	Scoring Method	Short Descript.
1	On-time delivery		3	Automatic Determination fr
2	Quantity reliability		2	Automatic Determination fr
3	Shipping instructs.		6	Automatic Determ. from Shi
4	Notification reliab.		B	Automatic Determination fr

Change View "Subcriteria": Overview

New Entries

Dialog Structure

▼ Main Criteria

• Subcriteria

Eval.Crit. 04 Service

Subcriteria

Subcrit.	Description of Criterion	User exit	Scoring Method	Short Descript.
1	Reliability		1	Semiautomatic Determinatio

- Define Scope List:

Change View "Scope of List for Vendor Evaluation": Overview

New entries Ranking list content

List Scope	Description
STANDARD	Ranking list by overall evaluation
VERIK	Ranking list by IK evaluation
VERSION1	Ranking list by price evaluation
VERSION2	2.Version
VERSION3	

Change View "Scope of List: Vendor Evaluation": Overview

New Entries










Scope of List STANDARD Ranking list by overall evaluation

Scope of list for vendor evaluation

	Main criterion	Description of Criterion	Sequence
		Overall evaluation	1
01		Price	2
02		Quality	3
03		Delivery	4
04		Service	5

- **Maintain Purchase Organization Data:**

Change View "Purchasing organization": Overview

New Entries          Form

Dialog Structure

- ▼ Purchasing organization
 - ▼ Main Criteria
 - Subcriteria
 - Weighting
 - Points Scores for the Aut






Purchasing organization

Purch. Org.	Description
0001	
1	

Position...

Entry 1 of 15

Change View "Main Criteria": Overview

New entries  Subcriteria    

Dialog Structure

- ▼ Purchasing organization
 - ▼ Main Criteria
 - Subcriteria
 - Weighting
 - Points Scores for the Aut

Purchasing Organization AP21

Description AP P.ORG

Main Criteria

Cr	Criterion	Manual maint.
01	Price	<input checked="" type="checkbox"/>
02	Quality	<input checked="" type="checkbox"/>
03	Delivery	<input checked="" type="checkbox"/>
04	Service	<input checked="" type="checkbox"/>

Change View "Weighting": Overview

New Entries

Dialog Structure

- Purchasing organization
 - Main Criteria
 - Subcriteria
 - Weighting**
 - Points Scores for the Aut

Purchasing Organization AP21

Description AP P.ORG

Weighting

Wgt.Key	Short Text	Cr	Criterion	Weighting
01	Equal weighting	01	Price	1
01	Equal weighting	02	Quality	1

Position...

Entry 1 of 4

Change View "Purchasing organization": Details

New Entries

Dialog Structure

- Purchasing organization**
 - Main Criteria
 - Subcriteria
 - Weighting
 - Points Scores for the Aut

Purchasing Organization AP21 AP P.ORG

General Parameters

Best Score 100

Form MELDRUCK

Applicability Period 200

Calendar

Parameters for Subcriteria

Price Level

☒ Single/Sole Source

On-Time Delivery

StdDelVar. 10

MinDelVar. 30,0

☒ MinDelQty/StdDITmVar from Material

Complaints/Reject Level

ShareBusnVolume% 99,9999

Smoothing Factors

Timeliness/Service 0,20

Quantity Reliability 0,20

Shipping Instr. 0,20

Quality Audit

☐ Average of All Lots

- **Maintain Vendor Evaluation(T-code:ME61):**

➤ 1st Vendor:

Maintain Vendor Evaluation : Initial Screen

Main Criteria
 Texts

Purch. Organization

Vendor

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP P.ORG

Vendor AP VENDOR

Evaluation of main criterion

01 Price	<input type="text" value="49"/>	25,0	§	Created by	<input type="text" value="41FUN54"/>
				Created on	<input type="text" value="18.03.2022"/>

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 Price Level	<input type="text" value="50"/>	60,0	§ 4
02 Price history	<input type="text" value="30"/>	30,0	§ 5
03 Market behavior	<input type="text" value="100"/>	10,0	§ 1

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP P.ORG

Vendor AP VENDOR

Evaluation of main criterion

02 Quality	<input type="text" value="34"/>	25,0	§	Created by	<input type="text" value="41FUN54"/>
				Created on	<input type="text" value="18.03.2022"/>

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 GR Lots	<input type="text" value="40"/>	40,0	§ 7
02 Shopfloor Complaint	<input type="text" value="35"/>	40,0	§ 8
03 Audit	<input type="text" value="20"/>	20,0	§ 9

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP21 AP P.ORG
Vendor 9911000021 AP VENDOR

Evaluation of main criterion

03 Delivery 25 25,0 % Created by 41FUN54
Created on 18.03.2022

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 On-time delivery	30	30,0	% 3
02 Quantity reliability	30	40,0	% 2
03 Shipping instructs.	10	10,0	% 6
04 Notification reliab.	15	20,0	% B

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP21 AP P.ORG
Vendor 9911000021 AP VENDOR

Evaluation of main criterion



04 Service 100 25,0 % Created by 41FUN54
Created on 18.03.2022

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 Reliability	100	100,0	% 1

➤ 2nd Vendor:

Maintain Vendor Evaluation : Initial Screen

  Main Criteria Texts

Purch. Organization
Vendor

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP P.ORG
Vendor SANJIVANI

Evaluation of main criterion

01 Price 25,0 % Created by
Created on

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 Price Level	<input type="text" value="40"/>	60,0	% 4
02 Price history	<input type="text" value="30"/>	30,0	% 5
03 Market behavior	<input type="text" value="10"/>	10,0	% 1

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP P.ORG
Vendor SANJIVANI

Evaluation of main criterion

02 Quality 25,0 % Created by
Created on

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 GR Lots	<input type="text" value="40"/>	40,0	% 7
02 Shopfloor Complaint	<input type="text" value="40"/>	40,0	% 8
03 Audit	<input type="text" value="20"/>	20,0	% 9

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP P.ORG
Vendor SANJIVANI

Evaluation of main criterion

03 Delivery 25,0 %

Created by

Created on

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 On-time delivery	<input type="text" value="30"/>	30,0	% 3
02 Quantity reliability	<input type="text" value="40"/>	40,0	% 2
03 Shipping instructs.	<input type="text" value="10"/>	10,0	% 6
04 Notification reliab.	<input type="text" value="20"/>	20,0	% B

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP P.ORG
Vendor SANJIVANI

Evaluation of main criterion

04 Service 25,0 %

Created by

Created on

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 Reliability	<input type="text" value="100"/>	100,0	% 1

➤ 3rd Vendor:

Maintain Vendor Evaluation : Initial Screen



Main Criteria

Texts

Purch. Organization

AP21

Vendor

9999998005

Maintain Vendor Evaluation : Overview of main criteria



Main Criterion

Texts

Purchasing Org.

AP21

AP P.ORG

Vendor

9999998005

CONTRACT VENDOR

Evaluation data

Weighting key

01

Equal weighting

Overall score

48

Created by

41FUN54

Created on

18.03.2022

☐ Deletion ind.

Evaluation of main criteria

Eval. criterion

Score

Weighting



01 Price

46

25,0

§



02 Quality

34

25,0

§



03 Delivery

30

25,0

§



04 Service

80

25,0

§

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP21 AP P.ORG
Vendor 9999998005 CONTRACT VENDOR

Evaluation of main criterion

01 Price 46 100,0 % Created by 41FUN54
Created on 18.03.2022

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 Price Level	60	60,0	% 4
02 Price history	30	30,0	% 5
03 Market behavior	10	10,0	% 1

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP21 AP P.ORG
Vendor 9999998005 CONTRACT VENDOR

Evaluation of main criterion

02 Quality 34 50,0 % Created by 41FUN54
Created on 18.03.2022

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 GR Lots	40	40,0	% 7
02 Shopfloor Complaint	40	40,0	% 8
03 Audit	10	20,0	% 9

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP21 AP P.ORG
Vendor 9999998005 CONTRACT VENDOR

Evaluation of main criterion

03 Delivery 30 33,3 % Created by 41FUN54
Created on 18.03.2022

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 On-time delivery	30	30,0	% 3
02 Quantity reliability	40	40,0	% 2
03 Shipping instructs.	10	10,0	% 6
04 Notification reliab.	20	20,0	% B

Maintain Vendor Evaluation : Subcriteria for main criterion

Auto. New Eval./MCrit ▶

Purch. Organization AP21 AP P.ORG
Vendor 9999998005 CONTRACT VENDOR

Evaluation of main criterion

04 Service 80 25,0 % Created by 41FUN54
Created on 18.03.2022

Evaluation of subcriteria

Subcriterion	Sco.	Wtg.	M
01 Reliability	80	100,0	% 1

- **Generate Report(T-code:ME6H):**

Vendor Evaluation Analysis: Selection			
SelectVers. User settings Standard drilldown			
Characteristics			
Purchasing Organization	AP21	to	
Vendor	9911000021	to	9999998005
Material		to	
Plant	AP11	to	
Purchasing Info Category		to	
Purchasing Info Record		to	
Period to Analyze			
Month	01.2022	to	03.2022
Parameters			
Exception			

- **Vendor Evaluation Sheet(T-code:ME6F):**

Print Vendor Evaluation Sheet	
General Data	
Vendor	9911000021
Purchasing Organization	AP21
Print Control	
<input type="radio"/> PDF Output	MELDRUCK
<input checked="" type="radio"/> SAP Script Output	MELDRUCK
Printer	
Number of Copies	1
<input checked="" type="checkbox"/> Print Immediately	

Display Text:

Vendor evaluation sheet

Pate 1

Vendor 9911000021 AP VENDOR

Created by 41FUN54

Created on 18.03.2022

Overall evaluation 51

Price 43

Quality 34

Delivery 25

Service 100

Detailed evaluation

Price

Price Level 40

Price history 30

Market behavior 100

Quality

GR Lots 40

Shopfloor Complaint 35

Audit 20

Delivery

On-time delivery 30

Quantity reliability 30

Shipping instructs. 10

Notification reliab. 15

Service

Reliability 100

- **Ranking List(T-code:ME65):**

Ranking List of Vendors

General Data

Purchasing Organization: AP21

Vendor(s): 9911000021 to 9999998005

Vendor Class:

List

Scope of List: STANDARD

Number of Vendors: 50

Ranking List of Vendors

☒ Evaluation
 ☐ Vendor
 ☐ Original list

Purch. Organisation: AP21 AP P.ORG									
Rank	Vendor Name	Total	PRICE	QUALIT	Deliv. Industry	SERV. ABC	INVCE Country	Av.	Variance
1	9911000021 AP VENDOR	51	43	34	25	100	1 IN		2,00
2	9999998005 CONTRACT VENDOR	48	46	34	30	80	IN		4,00-
Average Values		50	45	34	28	90	0 0		

All the **Vendor Evaluation** configuration process is done.