

# MASTER DATA

## Master data

### MATERIAL MASTER

#### Basic view (client level):

BU, Material group,

#### Purchasing view (plant level):

Order unit, Autom. PO, Batch management, Quota arr.usage

#### MRP (plant):

MRP type, planned delivery time, procurement type

#### Accounting view (valuation area):

Valuation class, price control

### VENDOR MASTER

#### General data:

Address, control, communication data

#### Company code data:

Accounting info payment transaction

#### Purchasing data:

Purchasing data, order currency, payment terms

### INFO RECORD

#### General data:

Vendor data, purchase order UOM

#### Purchase org data:

Control-pln delivery, tolerances

#### Conditions:

Price related data

## Master data

Data that is created centrally, and is valid for all applications. It remains constant over time but we need to update it on a regular basis. For example: Vendor is a type of master data that is used for creating purchase orders or contracts.

SAP Master Data is of the following two types –

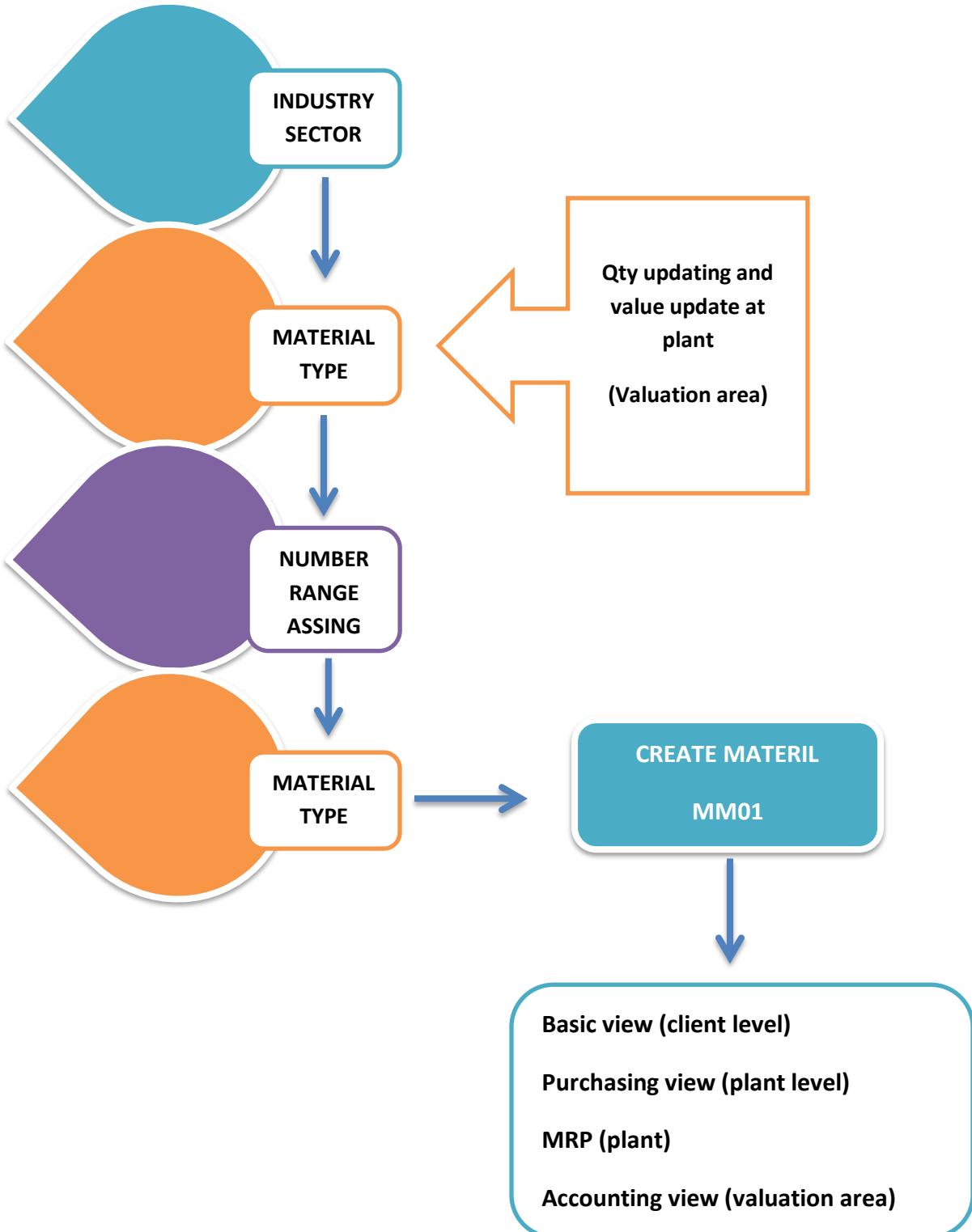
- Material Master Data
- Vendor Master Data

### Material Master Data

This is the enterprise main source of material-specific data. This data will include information on the materials that a company can procure, produce, store, or sell.

- **Main Data** – this will include basic data (base unit of measure, weight), purchasing data (over tolerance and under tolerance), accounting data (standard price, moving price).
- **Additional Data** – this will include additional information like short description about material, currency etc.

## Material Master Data



## **Industry Sector:**

Industry Sector means those firms that produce similar products or provide similar services using somewhat similar business processes.

**PATH: SPRO – SAP reference IMG – Logistic general - Material master - filed selection – define industry sector and industry sector specific filed selection.**

Industry sector	Industry description	Field reference
8	service industry for mdoc	BNVP
9	steel industry	FERT
A	Plant Engin./Construction	A
B	Beverage	A
C	Chemical Industry	C
D	Pharma Industry	YRP1
F	Food and Related Products	P
G	TATA MOTORS LTD	0001
M	Mechanical Engineering	M
P	Pharmaceuticals	P
T	Telecommunication	A
V	Automobile	0001
W	Retailing	A
Z	Commodity Management	A

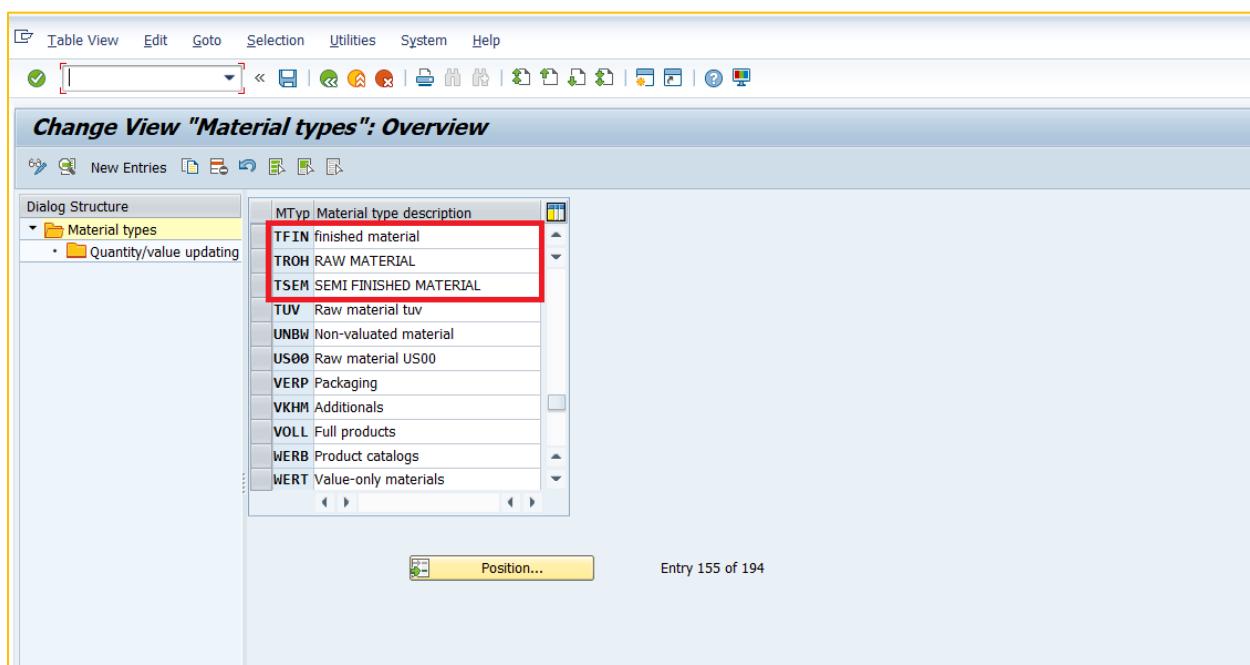
## Material Types

Materials with some common attributes are grouped together and they are assigned to a material type. It differentiates the materials and allows organizations to manage different materials in a systematic manner in accordance to a company's requirement. For example, raw material and finished products are some of the material types. Material type can be created by following the steps given below.

**Path:** spro – logistic general – material master – basic settings – material types – define attributes of material types / define number ranges for each material type

**T.CODE: OMS2**

Material Types	Material type Description
ROH	Raw Material
FERT	Finished goods
HALB	Semi-finished material
UNBW	Non valued material
NLAG	Not Stock material



## Overview on material configuration:

**Change View "Material types": Details of Selected Set**

General data	
Field reference SRef: material type Authorization group <input checked="" type="checkbox"/> External no. assignment w/o check	X-plant matl status Item category group <input checked="" type="checkbox"/> With Qty Structure <input type="checkbox"/> Initial Status
<b>Special material types</b> <input type="checkbox"/> Material is configurable <input type="checkbox"/> Material <input type="checkbox"/> Pipeline <input type="checkbox"/> Manufacture	
<b>User departments</b> Status description Work scheduling Accounting Classification MRP Purchasing Production resources/tools Costing Basic data Storage Forecasting	
<b>Internal/external purchase orders</b> Ext. Purchase Orders: 2 Int. purchase orders: 0	
<b>Classification</b> Class type Class	
<b>Valuation</b> Price control: S Standard price Acct cat. reference: 201 <input type="checkbox"/> Price ctrl mandatory	
<b>Quantity/value updating</b> Quantity updating: <input type="radio"/> In all valuation areas <input type="radio"/> In no valuation area <input checked="" type="radio"/> By valuation area	
Value updating: <input type="radio"/> In all valuation areas <input type="radio"/> In no valuation area <input checked="" type="radio"/> By valuation area	
<b>Retail-specific fields</b> Material type ID: General material type Time till deleted <input type="checkbox"/> Display material <input type="checkbox"/> Print price	
<input checked="" type="checkbox"/> Specify target entries	

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## Filed control

In this section we define whether the material field is hidden, display, mandatory or optional in maintenance, we can customize this according to client's requirement.

**PATH: SPRO - Logistic General - Material Master - Field Selection**

**T-Code (OMS9).**

For material master we can define field selection with reference to T-CODE, Material type assigned to Field reference and Industry sector.

**In this particular example**

**Field reference = ROH for Material Type TROH**

**T-Code=MM01/02/03**

**Industry Sector=G**

We can see here for selection group 175 there are no. of fields is assigned.

The screenshot shows the SAP interface for defining field selection groups. The title bar reads "Change View 'Field Groups': Overview". The main area is a table with columns: "Field name in full", "Short Description", "Sel. gr...", and a toolbar for sorting and filtering. Several rows are highlighted with red boxes, specifically focusing on selection group 175. The rows highlighted are:

Field name in full	Short Description	Sel. gr...
EINE-MINBM	Minimum Purchase Order Quantity	190
EINE-MWSKZ	Tax on sales/purchases code	190
<b>EINE-NETPR</b>	<b>Net Price in Purchasing Info Record</b>	<b>175</b>
EINE-PEINH	Price Unit	190
EINE-PRDAT	Price Valid Until	190
EINE-RDPRF	Rounding Profile	190
EINE-SKTOF	Item Does Not Qualify for Cash Discount	190
EINE-STAGING_TIME	Staging Time in Days	190
EINE-TRANSPORT_CHAIN	Transportation Chain	190
EINE-UEBTK	Indicator: Unlimited Overdelivery Allowed	190
EINE-UEBTO	Overdelivery Tolerance Limit	190
EINE-UNTTO	Underdelivery Tolerance Limit	190
<b>EINE-WAERS</b>	<b>Currency Key</b>	<b>175</b>
EKPricematrix_Push		
GS_SPL_T005T-LANDX		
GS_SPL_T006A_QTIM-MSEHT		

At the bottom, there are buttons for "Sort and Position" and two dropdown menus for "Field Name" and "Field Sel. Group". The status bar indicates "Entry 55 of 935".

So for this field reference according to field selection group Purchasing group, currency key fields are optional without entering to that field we can save material without any error.

Table View Edit Goto Selection Utilities System Help

New Entries

Field sel. group 175

**Fields ( Field selection group 175 )**

Field name	Short Description
EINA-MEINS	Purchase Order Unit of Measure
EINE-EKGRP	Purchasing Group
EINE-NETPR	Net Price in Purchasing Info Record
EINE-WAERS	Currency Key

**Field selection (Field selection group 175 )**

Field ref.	Hide	Display	Reqd Entry	Opt. entry
PLM	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
PROC	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
<b>ROH</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

Sort Entries... Position... Entry 34 of 48

In this example we can see with reference to T-CODE MM01/02 we should have to maintain Price control indicator whether it is standard or moving average price but for MM03 that entry is only for display

Table View Edit Goto Selection Utilities System Help

New Entries

Field sel. group 32

**Fields ( Field selection group 32 )**

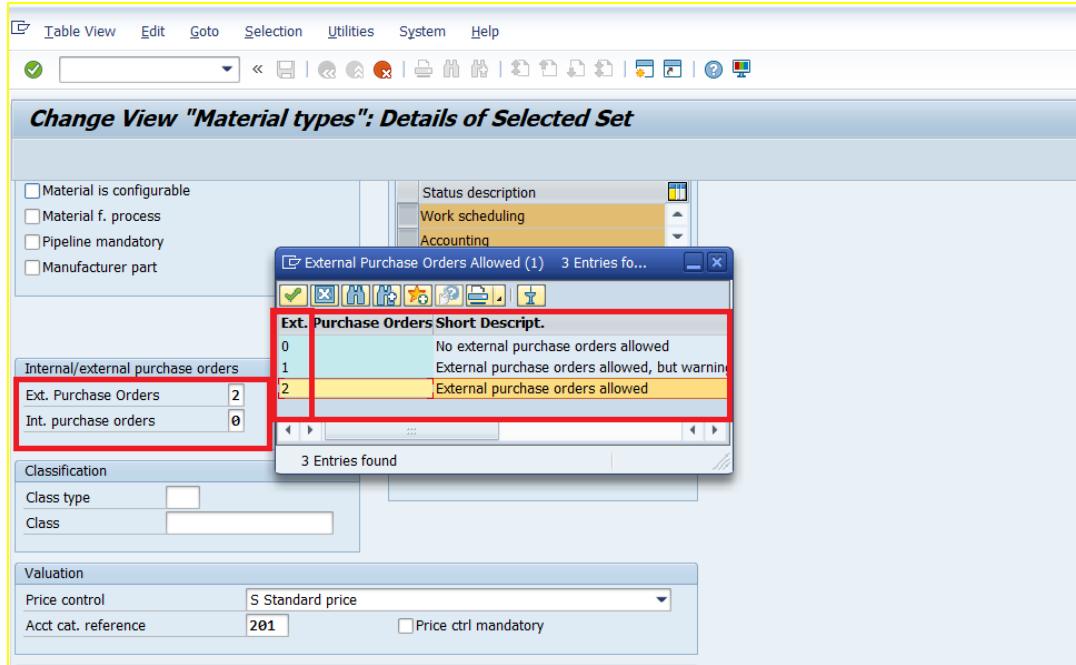
Field name	Short Description
MBEW-VJVPVR	Price Control Indicator in Previous Year
MBEW-VMVPR	Price Control Indicator in Previous Period
MBEW-VPRSV	Price control indicator

**Field selection (Field selection group 32 )**

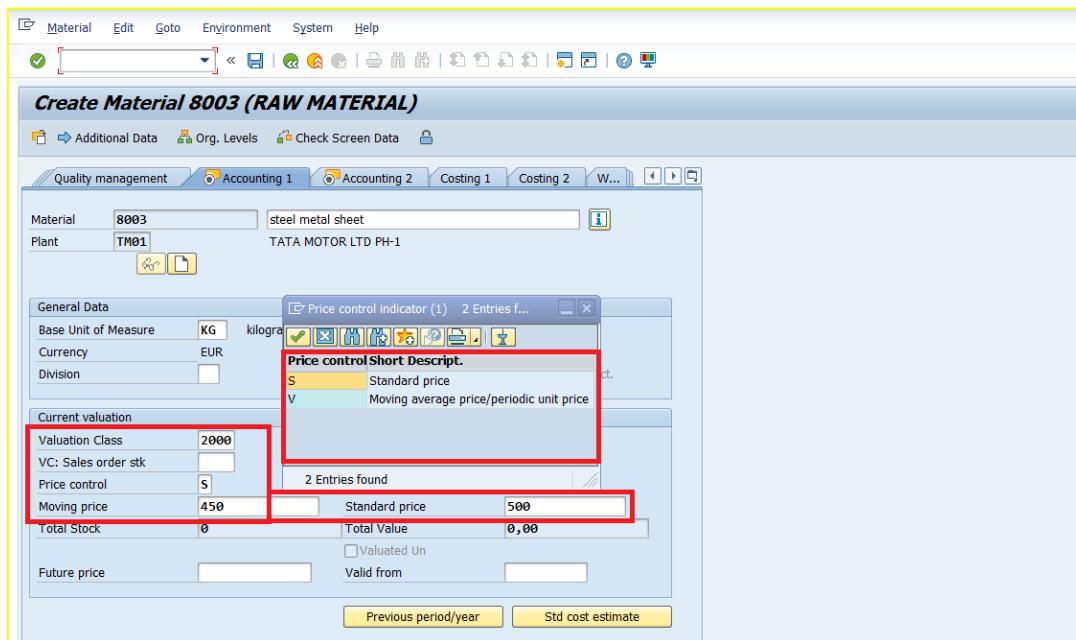
Field ref.	Hide	Display	Reqd Entry	Opt. entry
<b>MM01</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
MM02	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
MM03	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Sort Entries... Position... Entry 20 of 48

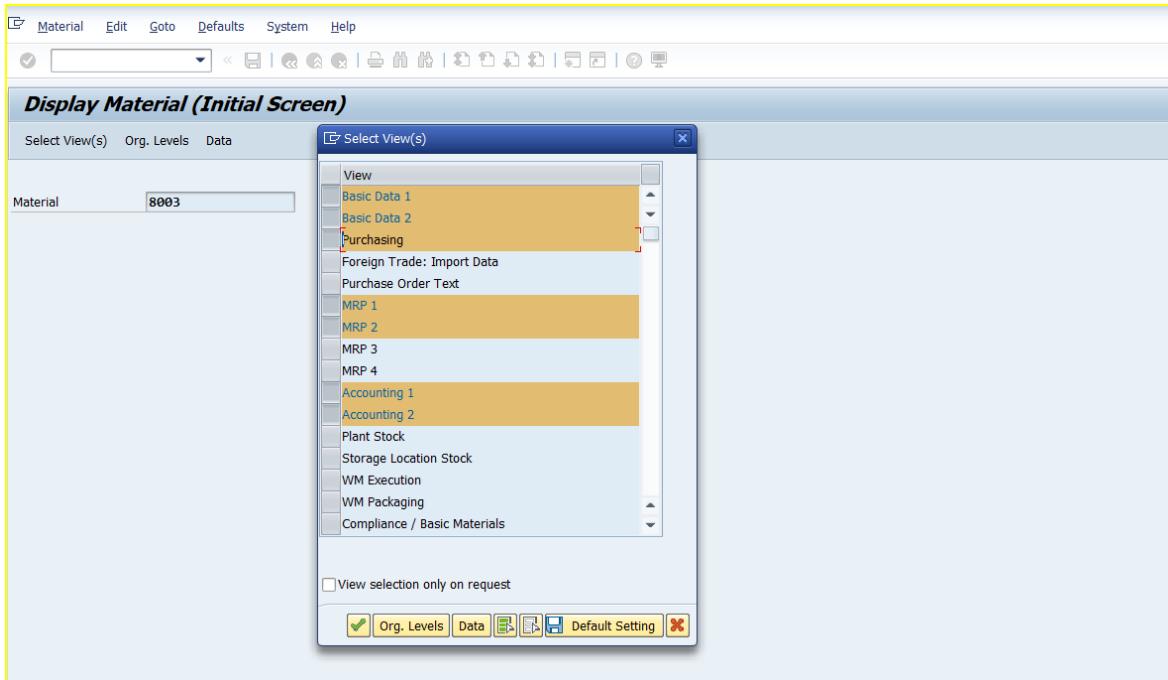
**Procurement Control:** In this field we can see that we can control for TROH- Raw material for TATA material type we can by only external purchase order, there is no in-house production is available for this particular material type.



**Valuation Control:** In this field we have to maintain price control whether it is standard or moving average price and with help of account assignment category we can define valuation class to particular material type. I have selected standard price for this material type, hence that will automatically trigger while creating material as well as respect to AAC valuation class took automatically by the system.

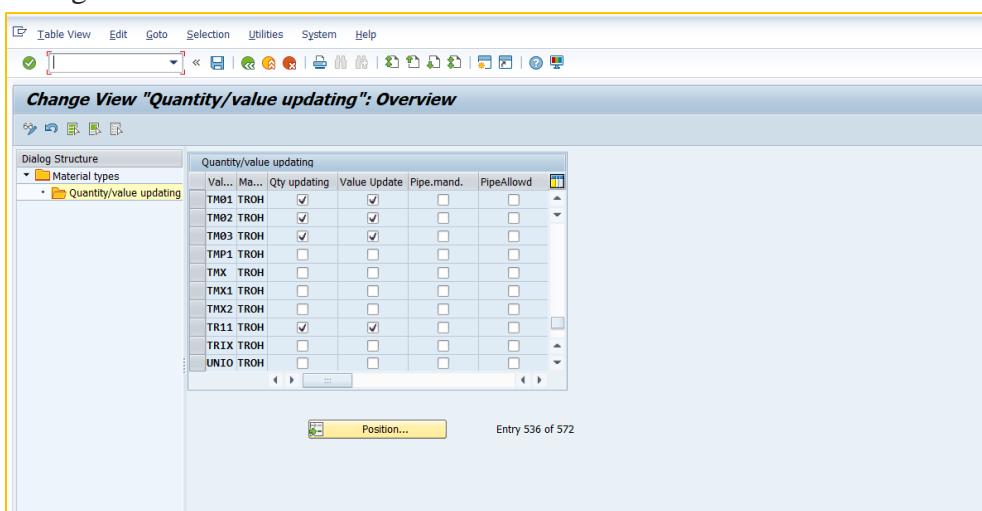


**Material Views control:** Every Material has different attributes and uses for specific of particular department, Basic view, Purchasing view, accounting view with these three views we can run entire purchase order cycle but for manufacturing company point of we have to take MRP view likewise from the point of view of sales we can sales view For my finished material I need only these views because my material is not manufactured within my plant to take MRP view for planning the material.



### Qty updating and value update at plant:

Quantity Updating Specifies that the material is managed on a quantity basis in the material master record for the relevant valuation area. Value Update: Specifies that the material is managed on a value basis in the material master record for the valuation area concerned.



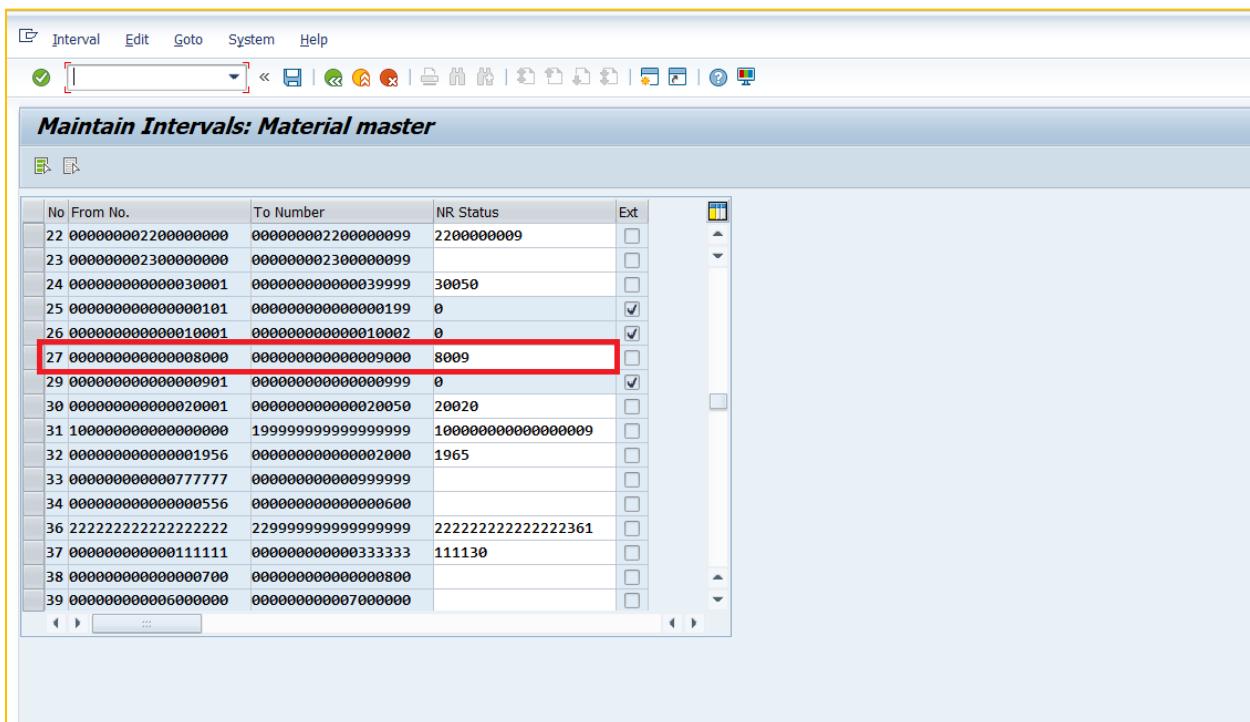
## Create number range for material type:

When we create a material master record, every material is recognized by a unique number that is known as the material number. We can assign a number to a material through two ways –

- **External number assignment** – While creating a material, you have to enter your own number (containing alphabets or digits), and that should be unique.
- **Internal number assignment** – While creating a material, you need not enter any number. The system automatically generates a unique number to that material.

**PATH : IMG ⇒ Logistic General ⇒ Material Master ⇒ Basic Settings ⇒ Material Types ⇒ Define Number Range for Each material Type**

**TCode: MMNR**



The screenshot shows the SAP MMNR (Material Number Range) screen. The title bar reads "Maintain Intervals: Material master". The main area is a grid table with columns: No, From No., To Number, NR Status, and Ext. The "Ext" column contains checkboxes. A red box highlights the row for interval 27, which has a "From No." of 00000000000000008000 and a "To Number" of 00000000000000009000, both of which are bolded. The "NR Status" is 8009. The "Ext" checkbox is checked. Other rows show various intervals, some with "Ext" checkboxes checked and others unchecked.

No	From No.	To Number	NR Status	Ext
22	00000000220000000	00000000220000009	220000009	<input type="checkbox"/>
23	00000000230000000	00000000230000009		<input type="checkbox"/>
24	000000000000030001	000000000000039999	30050	<input type="checkbox"/>
25	000000000000000101	0000000000000000199	0	<input checked="" type="checkbox"/>
26	000000000000010001	000000000000010002	0	<input checked="" type="checkbox"/>
27	00000000000000008000	00000000000000009000	8009	<input checked="" type="checkbox"/>
29	0000000000000000901	0000000000000000999	0	<input checked="" type="checkbox"/>
30	000000000000000020001	000000000000000020050	20020	<input type="checkbox"/>
31	10000000000000000	19999999999999999	100000000000000009	<input type="checkbox"/>
32	00000000000000001956	00000000000000002000	1965	<input type="checkbox"/>
33	000000000000077777	000000000000099999		<input type="checkbox"/>
34	00000000000000000556	00000000000000000600		<input type="checkbox"/>
36	2222222222222222	22999999999999999	2222222222222361	<input type="checkbox"/>
37	000000000000111111	000000000000333333	111130	<input type="checkbox"/>
38	0000000000000000700	0000000000000000800		<input type="checkbox"/>
39	000000000000600000	000000000000700000		<input type="checkbox"/>

Assign number range to material type.

The screenshot shows the SAP Group Maintenance interface for 'Number Range MATERIALNR'. The main window displays a list of material types with their corresponding group texts. An orange arrow points from the 'Element/Group' button in the toolbar to the 'Element' column of the table. Another orange arrow points from the 'Element' column to the 'Group Selection' dialog box, which lists various groups with their subobject values and group texts. A callout bubble with the text 'Assign number range to material type' is positioned over the 'Group Selection' dialog.

**Main Window: Group Maintenance: Number Range MATERIALNR**

Group_text	Element	Element text
TROH	RAW MATERIAL	
TUV	Raw material tuv	
JAILAXMI MATERIAL		
honda raw material range number		
HRAM honda Raw materials		
ROHI Raw material41		
Honda Semifinished Material number Range		
HSFM Semi-finished product		
Honda Finished Material number Range		
HFM Honda Finished Material		
Honda Non Valuated Material number Range		
HNVM honda non-valuated mat		
Honda Non Stock Material number Range		
HNSM honda Non - Stock materia		
Number Range for ROH-YRPM		
DUSM	DUSHU ENGG MATE TYPE	
YRPM	Raw material for ABOT	

**Group Selection**

Subobj.val	No	No	Group_text
15	22	ajaj	
16	23	ajjuu	
17	24	jjjjj	
18	25	JAILAXMI MATERIAL	
19	26	honda raw material range number	
20	27	Honda Semifinished Material number Range	
21	28	Honda Finished Material number Range	
22	29	Honda Non Valuated Material number Range	
23	30	Honda Non Stock Material number Range	
24	31	Number Range for ROH-YRPM	
27	32	NR TATA	
30	33	Natural ROH	
31	34	ZFR MATERIAL	
32	35	nmo1	
33	36	1996	

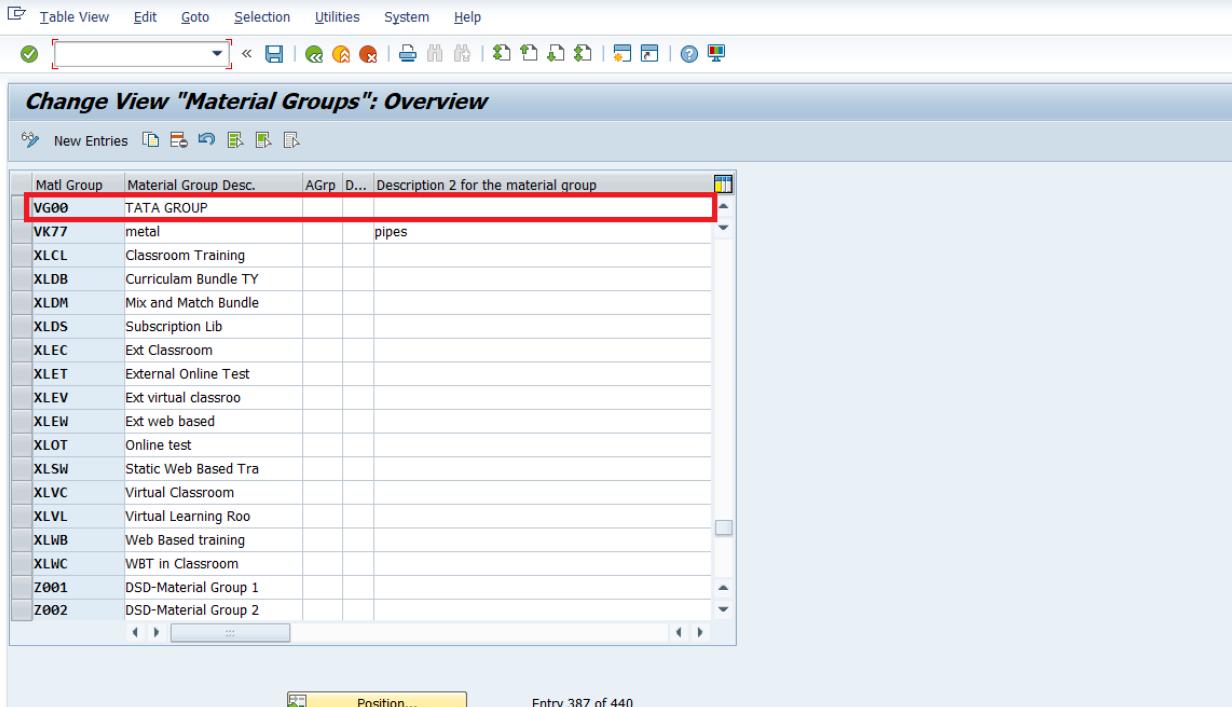
Assign number range to material type

## Material Groups:

Material group is a wider range of material type. Materials with some common attributes are taken together and they are assigned to a material group. For example: We have some materials that are to be packaged, so the material type can be electrical or food products, but we can group these material types and put them in the packaged material group. Follow the steps given below to create a Material Group.

**IMG ⇒ Logistic General ⇒ Material Master ⇒ Settings for Key Fields ⇒ Define Material Groups**

**TCode: OMSF**



Mati Group	Material Group Desc.	AGrp	D...
VG00	TATA GROUP		Description 2 for the material group
VK77	metal		pipes
XLCL	Classroom Training		
XLDB	Curriculum Bundle TY		
XLDM	Mix and Match Bundle		
XLDS	Subscription Lib		
XLEC	Ext Classroom		
XLET	External Online Test		
XLEV	Ext virtual classroo		
XLEW	Ext web based		
XLOT	Online test		
XLST	Static Web Based Tra		
XLVC	Virtual Classroom		
XLVL	Virtual Learning Roo		
XLWB	Web Based training		
XLWC	WBT in Classroom		
Z001	DSD-Material Group 1		
Z002	DSD-Material Group 2		

## Material Master Creation

Material master contains information on all materials that a company procures, produces, or sells.

### Tcode: MM01 / MM02 / MM03

Initial screen of material creation. Will create material at plant level.

This screenshot shows the initial screen for creating a material master record. The top menu bar includes Material, Edit, Goto, Defaults, System, and Help. Below the menu is a toolbar with various icons. The main title is "Create Material (Initial Screen)". Underneath, there are three dropdown menus: "Select View(s)", "Org. Levels", and "Data". The data entry area contains the following fields:

Material	[Empty Input Field]
Industry sector	G TATA MOTORS LTD
Material Type	TROH RAW MATERIAL

Below these are fields for "Change Number" and "Copy from...". The "Copy from..." section has a dropdown labeled "Material" which is currently empty.

This screenshot shows the same initial screen as above, but with a modal dialog box titled "Organizational Levels" open over it. This dialog allows setting organizational levels for the material. It contains two sections: "Organizational levels" and "Profiles".

Plant	TM01
Stor. Location	st01

The "Profiles" section contains a field for "MRP profile" which is currently empty. At the bottom of the dialog, there is a checkbox labeled "Org. levels/profiles only on request". The dialog also includes standard buttons for "Select View(s)" (with a checkmark), "Default Setting", and "Close".

**Basic data:** A material master record contains data that is valid for the whole company: the material number, the material description, the assigned material group, the base unit of measure, the weight, and so on. This data is maintained at the client level in the material master.

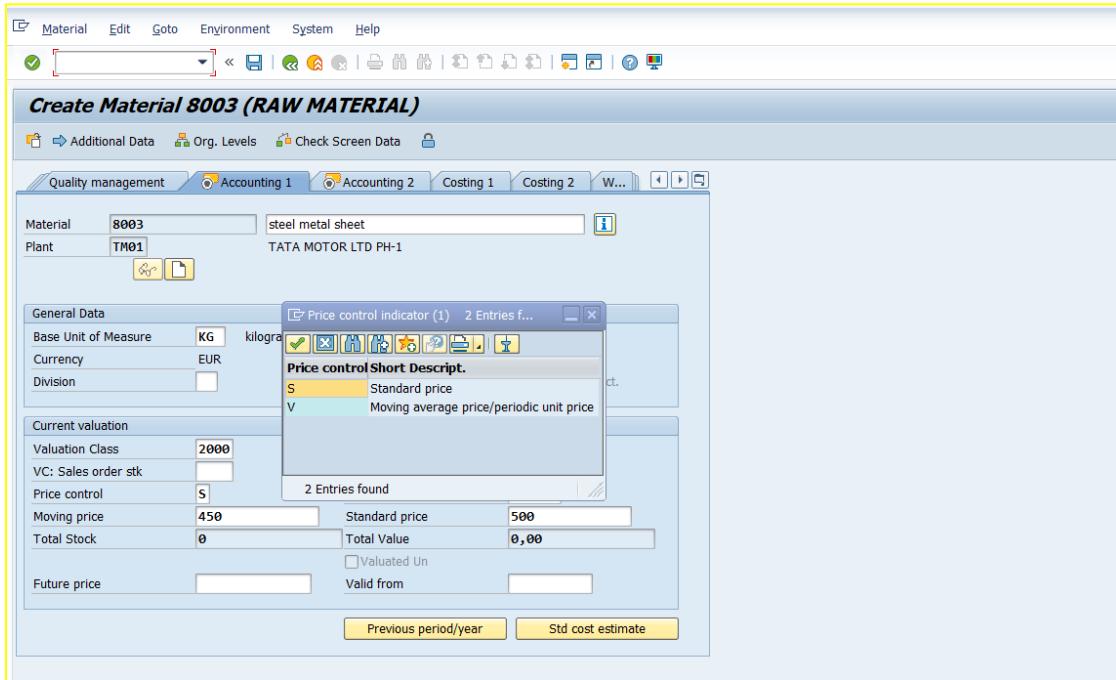
**Purchasing view:** Purchasing view is totally related to the external procurement of material/services. In purchasing view we can use functions automatic po, batch management, quota usage, source list etc.

**MRP view:** MRP type is a field that is maintained in the material master MRP 1 view under MRP procedure data. This is a key which is used to regulate the material requirements planning. MRP type also determines how and when the material is to be planned or to be available for the requirement. MRP 2 Here you can choose if your material has internal production (our case), external procurement, or both types of procurements are possible.

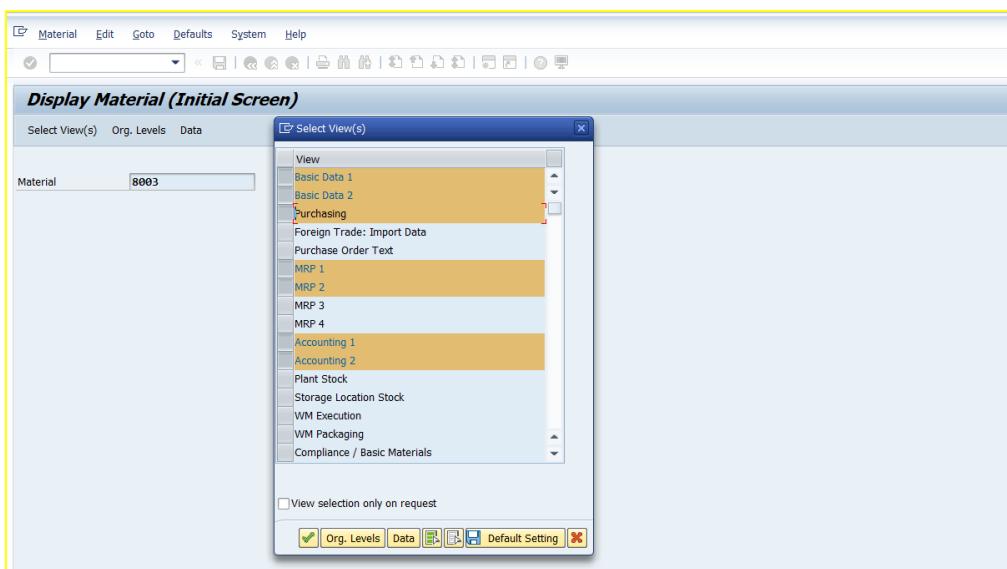
This screenshot shows the SAP Material Master MRP 1 view for material 8003, labeled as a 'RAW MATERIAL'. The material is described as 'steel metal sheet' and is assigned to plant TM01. The 'General Data' section includes fields for Base Unit of Measure (KG), kilogram, MRP group, Purchasing Group (PG), ABC Indicator, and Valid from. The 'MRP procedure' section shows MRP Type set to ND, Reorder Point, Planning time fence, Planning cycle, and MRP Controller. The 'Lot size data' section includes fields for Lot size, Minimum Lot Size, Maximum Lot Size, Fixed lot size, Maximum stock level, Ordering costs, and Storage costs ind.

This screenshot shows the SAP Material Master MRP 2 view for material 8003. The 'Procurement' section displays a dropdown menu for 'Procurement type' with four entries: In-house production (E), External procurement (F, highlighted in orange), No procurement (X), and Both procurement types. The 'Scheduling' section shows GR Processing Time (4 days) and Planned Deliv. Time (5 days). The 'Net requirements calculation' section includes fields for Safety Stock and Service level (%).

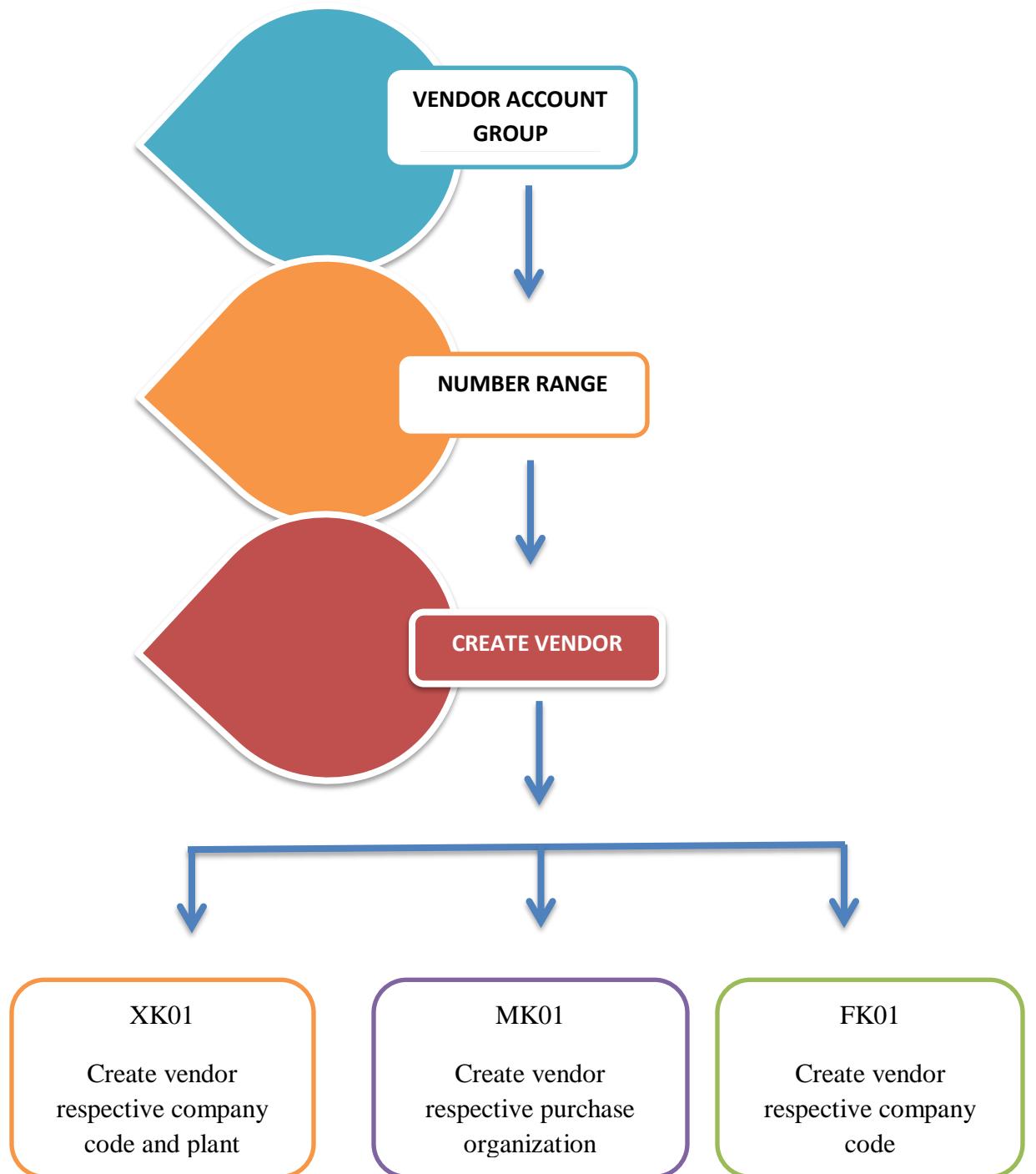
**Accounting view:** The Accounting view of material master holds specific data about the material value and accounting properties.



**Display view:** Every Material has different attributes and uses for specific of particular department, Basic view, Purchasing view, accounting view with these three views we can run entire purchase order cycle but for manufacturing company point of we have to take MRP view likewise from the point of view of sales we can sales view For my finished material I need only these views because my material is not manufactured within my plant to take MRP view for planning the material.



## Vendor Master Data



## Vendor Master Data

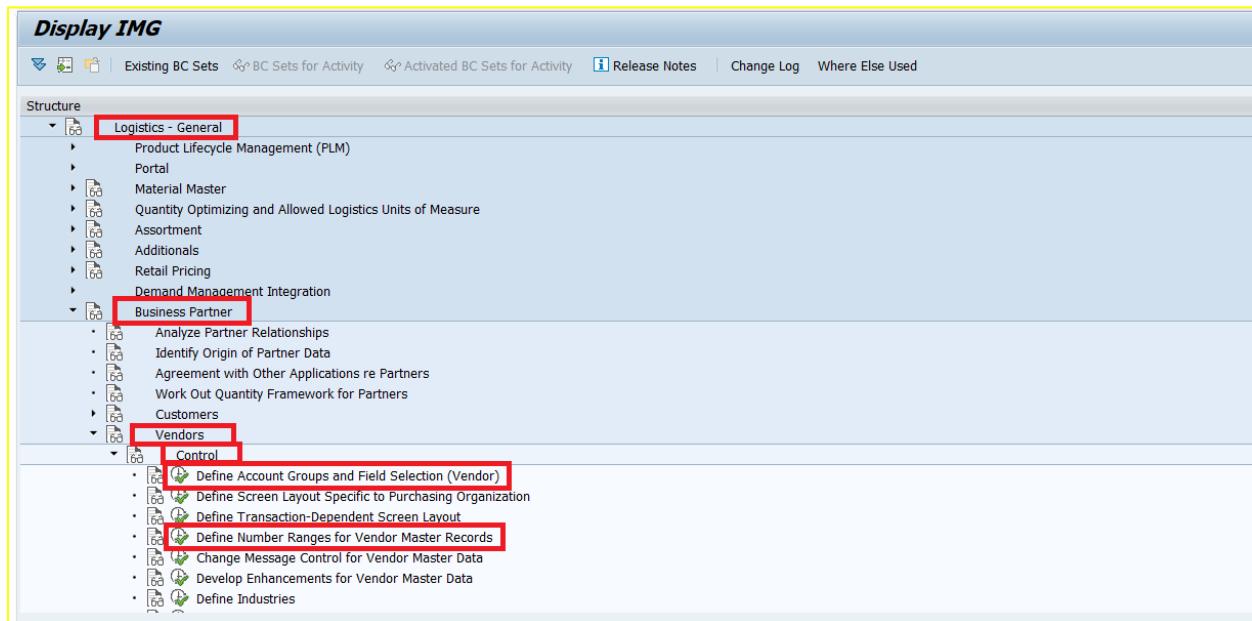
- Vendor Master Data is the enterprise main source of vendor-specific data. It includes information on vendors from which a company can procure, or can sell.
- A vendor master record contains information such as vendor's name, address, etc.
- Data in a vendor master record is divided into three categories :-

**General Data** – General data is maintained at client level and it is valid for all organizational levels.

**Accounting Data** – Accounting data is maintained at company level and it is valid for all plants belonging to that company.

**Purchasing Data** – Purchasing data is maintained at purchasing organization level.

**PATH: SPRO – logistic general – business partner – vendors – control – define account groups and field selection (vendor) / define number ranges for vendor master records**



## Vendor group

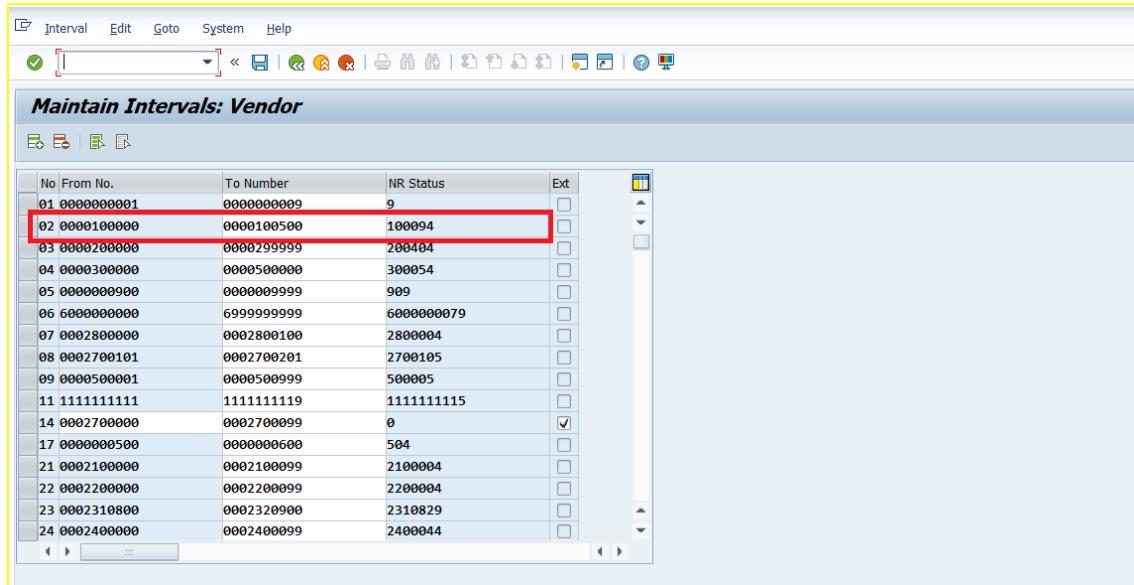
Vendors are categorized according to their requirements. Some of the vendors having similar characteristics are grouped together and placed in one category. For example, all local vendors can be placed under one account group.

The screenshot shows the SAP Change View "Vendor Account Groups": Details interface. The window title is "Change View "Vendor Account Groups": Details". The top menu bar includes Table View, Edit, Goto, Selection, Utilities, System, and Help. Below the menu is a toolbar with various icons. The main area contains several tabs and sections:

- General Data:** Contains fields for Name (TATA MOTOERS VENDOR GROUP), Number Range (02), and One-Time Account (unchecked).
- Field Status:** Contains sections for General Data, Company Code Data, Purchasing Data, Purchasing Sub-Range, and Purchasing Plant. To the right of these sections are two boxes:
  - Data Retent. Levels: Purchasing:** Contains checkboxes for "Vendor sub-range relevant" and "Plant level relevant".
  - Default Values:** Contains a checkbox for "Do not transfer any data".
- PartnerDetermProced.:** Contains fields for Partner schema, purch. org., Partner schema, sub-range, and Partner schema: plant level.

## Number Range

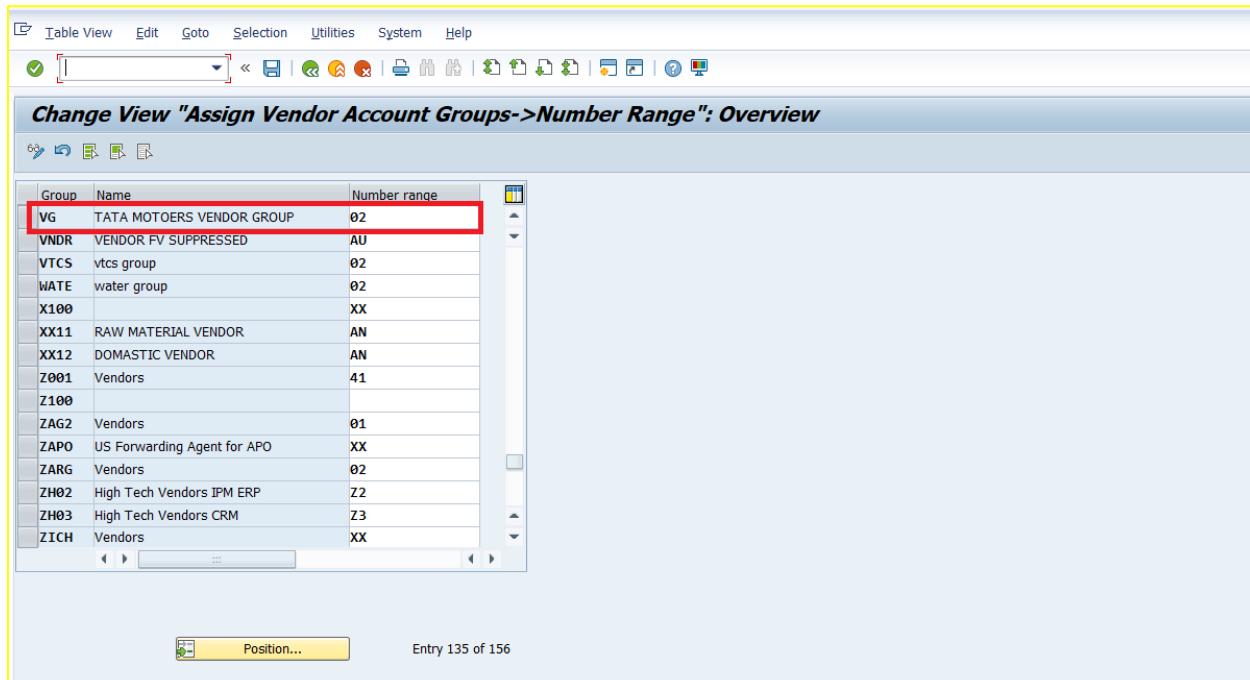
When we create a vendor master record, every vendor is recognized by a unique number known as the vendor number. As in the case of material master, we have external as well as internal number assignments for vendor master.



The screenshot shows a SAP application window titled "Maintain Intervals: Vendor". The table has columns: No, From No., To Number, NR Status, and Ext. A row for vendor number 02 is highlighted with a red box.

No	From No.	To Number	NR Status	Ext
01	0000000001	0000000009	9	
02	0000100000	0000100500	100094	
03	0000200000	0000299999	200404	
04	0000300000	0000500000	300054	
05	0000000000	0000000999	909	
06	6000000000	6999999999	6000000079	
07	0002800000	0002800100	2800004	
08	0002700101	0002700201	2700105	
09	0000500001	0000500999	500005	
11	1111111111	1111111119	1111111115	
14	0002700000	0002700099	0	<input checked="" type="checkbox"/>
17	0000000500	0000000600	504	
21	0002100000	0002100099	2100004	
22	0002200000	0002200099	2200004	
23	0002310800	0002320900	2310829	
24	0002400000	0002400099	2400044	

Number range assign to vendor group.



The screenshot shows a SAP application window titled "Change View "Assign Vendor Account Groups->Number Range": Overview". The table has columns: Group, Name, and Number range. A row for vendor group VG is highlighted with a red box.

Group	Name	Number range
VG	TATA MOTOERS VENDOR GROUP	02
VNDR	VENDOR FV SUPPRESSED	AU
VTCS	vtcs group	02
WATE	water group	02
X100		XX
XX11	RAW MATERIAL VENDOR	AN
XX12	DOMASTIC VENDOR	AN
Z001	Vendors	41
Z100		
ZAG2	Vendors	01
ZAPO	US Forwarding Agent for APO	XX
ZARG	Vendors	02
ZH02	High Tech Vendors IPM ERP	Z2
ZH03	High Tech Vendors CRM	Z3
ZICH	Vendors	XX

Position... Entry 135 of 156

## Creation of Vendor Master

Vendor Master contains a list of vendors from where a company can procure or sell goods.

**Tcode: XK01 / XK02 /XK03**

SAP Create Vendor: Initial Screen

Vendor	1000
PurchasingOrganization	PO
Account group	VG

Reference

Vendor	
Company code	
PurchasingOrganization	

**Display:** in vendor master data there are three views general data, company code data, purchase organization data.

SAP Display Vendor: Initial Screen

Vendor	910
Company Code	1000
Purch. Organization	PO

General data

- Address
- Control
- Payment transactions
- Contact Persons

Company code data

- Accounting info
- Payment transactions
- Correspondence
- Withholding tax

Purchasing organization data

- Purchasing data
- Partner functions

**General data:** General data is maintained at client level and it is valid for all organizational levels. The general data include basic information of suppliers and Diller's .ex. address, control, payment transactions, contact persons etc.

**Create Vendor: Address**

Name

Title: Company  
Name: JSW steel Ltd.  
JSW steel Ltd.

Search Terms

Search term 1/2

Street Address

Street/House number: house no 14 pune  
Postal Code/City: 410031  
Country: IN Region: 13

PO Box Address

PO Box: 23  
Postal code: 410031

Communication

Language: EN English  
Telephone: 564585 Extension: Other communication...  
Mobile Phone:

**Create Vendor: Payment transactions**

Vendor: INTERNAL JSW steel Ltd.

Bank Details

Ctry	Bank Key	Bank Account	Acct Holder	AK	IBAN	IBANValue	BnkT	Reference
IN	13546	002554548765	JSW steel Ltd					

Bank Data... Delete Bank Detail IBAN

Payment transactions

Alternative payee  
DME Indicator  
Instruction key  
ISR Number

Different Payee in Document

Individual Entries  
 Entries for Referen. Permitted Payee

**Company code data:** Accounting data is maintained at company level and it is valid for all plants belonging to that company. In company code view include accounting information, tax, payments terms, payment methods, tolerance group etc.

**Create Vendor: Accounting information Accounting**

Vendor INTERNAL JSW steel ltd.  
Company Code 1000 BestRun Germany

**Accounting information**

Recon. account	164004	Sort key	
Head office		Subsidy indic.	
Authorization		Cash mgmt group	A6
Minority indic.		Release group	
		Certificatn date	

**Interest calculation**

Interest indic.		Last key date	
Interest cycle		Last interest run	

**Withholding tax**

W. Tax Code		Exemption number	
WH Tax Country		Valid until	
Recipient type		Exempt.authority	

**Reference data**

Prev.acct no.		Personnel number	
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**Default data for tax reports**

**Create Vendor: Payment transactions Accounting**

Vendor INTERNAL JSW steel ltd.  
Company Code 1000 BestRun Germany

**Payment data**

Payt Terms	0001	Tolerance group	
Cr memo terms		Chk double inv.	<input type="checkbox"/>
Chk cashng time			

**Automatic payment transactions**

Payment methods		Payment block	<input type="checkbox"/>	Free for payment
Alternat.payee		House Bank		
Individual pmnt	<input type="checkbox"/>	Grouping key		
B/exch.limit				
Pmt adv. by EDI	<input type="checkbox"/>	Alt.payee(doc.)	<input type="checkbox"/>	Permitted Payee

**Invoice verification**

Tolerance group	
Prepayment	

**Purchase organization data:** Purchasing data is maintained at purchasing organization level. In purchasing data there include information of order currency terms of payment, active GR based invoice verification, acknowledgment reqd, automatic purchase order.

**Create Vendor: Purchasing data**

**Conditions**

- Order currency: INR
- Terms of payment: 0001
- Incoterms: [ ]
- Minimum order value: [ ]
- Schema Group, Vendor: Standard procedure vendor
- Pricing Date Control: No Control
- Order optim.rest: [ ]

**Sales data**

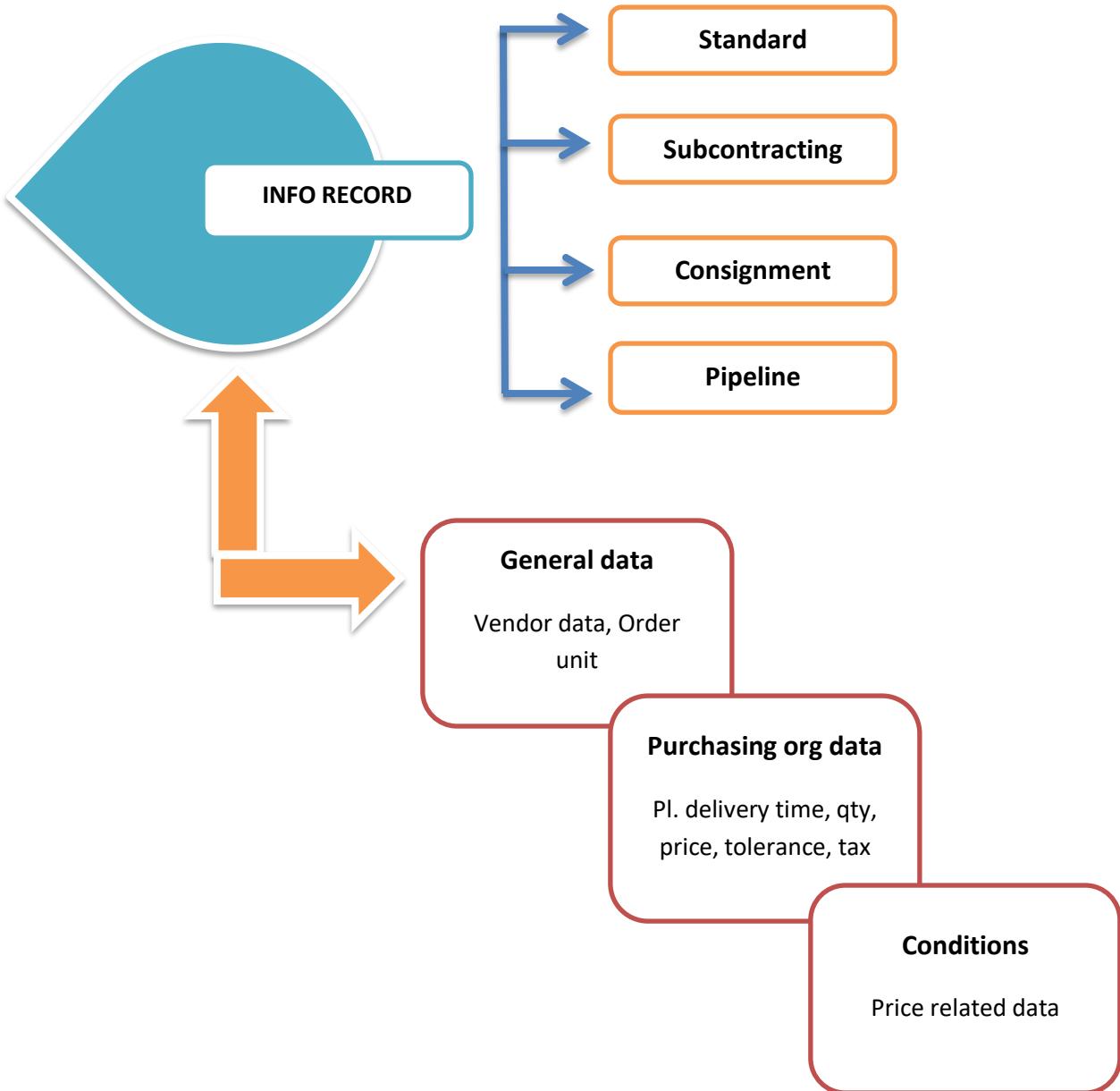
- Salesperson: [ ]
- Telephone: [ ]
- Acc. with vendor: [ ]

**Control data**

- GR-Based Inv. Verif.
- AutoEvalGRSetmt Del.
- AutoEvalGRSetmt Ret.
- Acknowledgment Reqd
- Automatic purchase order
- Subsequent settlement
- Subseq. sett. index
- Dual source / no acc.
- ABC indicator: [ ]
- ModeOfTrnsprt-Border: [ ]
- Office of entry: [ ]
- Sort criterion: By VSR sequence number
- PROACT control prof.: [ ]
- Revaluation allowed: [ ]
- Grant discount in kind: [ ]
- RMA Required: [ ]

To display all vendor use Tcode: MKVZ

## Purchase Info Record



## Purchase info record

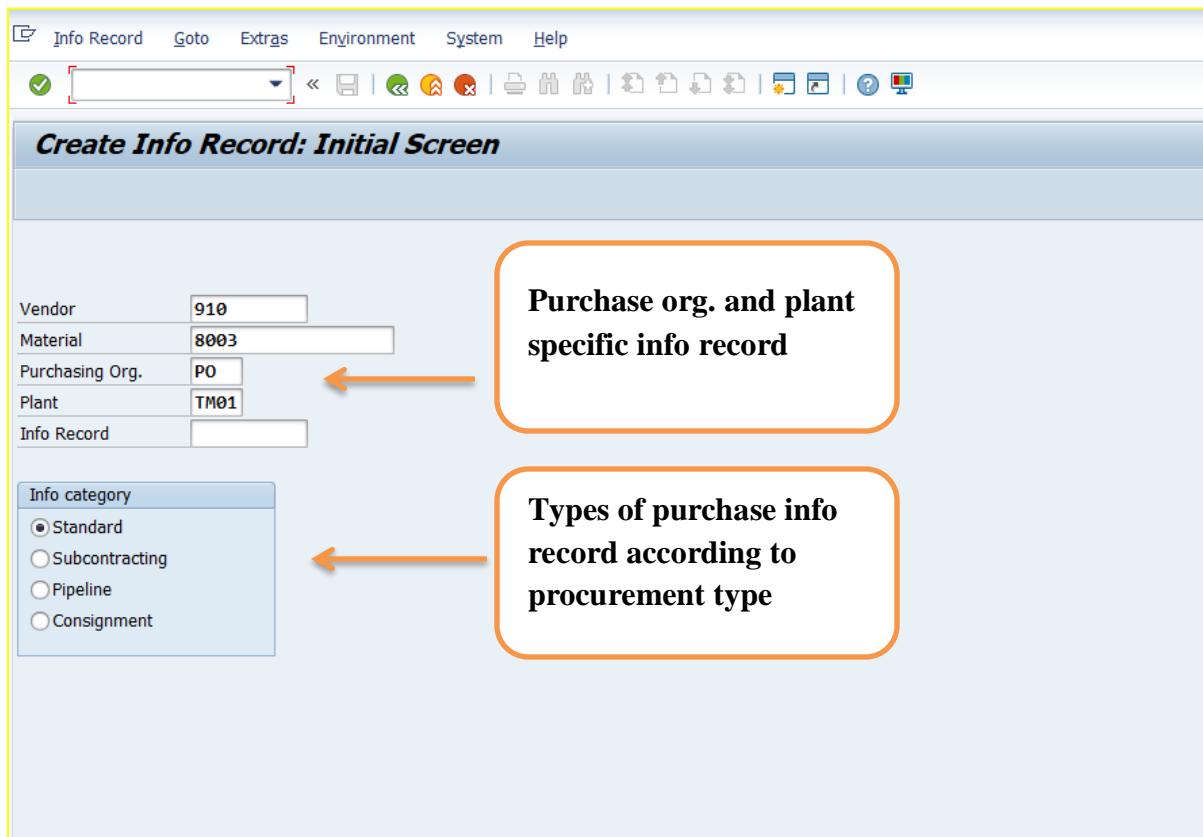
The separate data of material and vendor master we combined altogether in one record is called purchase info record, purchasing info record maintain material and vendor supplying that material

Ex. current price, standard quantity, planed delivery time, Tax code, tolerances.

Purchase info record can be minted at the plant or at the purchasing organization level.

There are four type of info record

- **Standard:** standard info record has information on standard orders (orders include details of vendor and material) this info record will include vendor's price for supplying the particular material.
- **Subcontracting:** subcontracting info record has information on subcontract orders. This info record will include price for assembling the raw material that is supplied by the ordering party.
- **Consignment:** consignment info record has information on material that is kept at ordering party premises. This info record contains vendor's price that is to be paid for withdrawing material from consignment stock.
- **Pipeline:** pipeline info record has information on material that is provided by vendor through pipes. For ex. Like water, electricity.



**General data:** Fill in the required details such as 1st/2nd/3rd reminder, number, personal details, order unit, origin data, regular vendor.

The screenshot shows the SAP Info Record creation interface for 'General Data'. The vendor is JSW steel Ltd. (Vendor 910, Material 8003, Material Group VG00). The 'Vendor Data' section includes fields for 1st, 2nd, and 3rd reminder days (5, 15, 25 Days respectively), and a checkbox for 'Regular Vendor' which is checked and highlighted with a red box. The 'Purchase Order Unit of Measure' section shows an order unit of KG and a conversion of 1 KG <-> 1 KG, with a note that the variable order unit is not active. Other sections like 'Origin Data' and 'Supply Option' are also visible.

Purch. Org. Data 1 Texts

Info Record

Create Info Record: General Data

Vendor: 910 JSW steel Ltd.

Material: 8003 steel metal sheet

Material Group: VG00 TATA GROUP

**Vendor Data**

1st Rem./Exped.	5	Days
2nd Rem./Exped.	15	Days
3rd Rem./Exped.	25	Days

Certif. Cat.

Certificate

Valid to

Ctry of Origin  IN

Region

Number

Manufacturer

**Supply Option**

Available from

Available to

Regular Vendor

**Purchase Order Unit of Measure**

Order Unit	KG
Conversion	1 KG <-> 1 KG
Var. Order Unit	<input type="checkbox"/> Not active

**Purchase organization:** Fill in the required details such as plant delivery time, purchase group, standard Qty, minimum Qty, rem shelf life, under tolerance, over tolerance, tax code, and net price.

**Create Info Record: Purch. Organization Data 1**

**General Data**

Vendor	910	JSW steel ltd.
Material	8003	steel metal sheet
Material Group	VG00	TATA GROUP
Purchasing Org.	PO	Plant TM01 Standard

**Control**

Pl. Deliv. Time	5 Days	Tol. Underdl.	2 %	No MText
Purch. Group	PG	Tol. Overdl.	5 %	<input checked="" type="checkbox"/> Ackn. Rqd
Standard Qty	100 KG	Unlimited	Conf. Ctrl	
Minimum Qty	KG	<input checked="" type="checkbox"/> GR-Bsd IV	Tax Code 1I	
Rem. Shelf Life	D	No ERS		
Differential Invoicing		Procedure	UoM Group	
Shippg Instr.		Rndg Prof.	RMA Req.	
Max. Quantity				

**Conditions**

Net Price	300 INR / 1 KG	Valid to		
Effective Price	0,00 INR / 1 KG	No Cash Disc.		
Qty Conv.	1 KG <-> 1 KG	Cond. Grp		
Pr. Date Cat.	No Control			
Incoterms				

**Condition:** here we maintain price related data. Ex. Gross price, discount, freight charges.

The screenshot shows the SAP Fiori interface for creating a Gross Price Condition (PB00). The top navigation bar includes links for Condition, Edit, Goto, Extras, Environment, Pricing, System, and Help. Below the navigation is a toolbar with various icons for file operations like save, print, and search. The main title is "Create Gross Price Condition (PB00) : Condition Supplements".

**Variable key:**

Vendor	Material	POrg	Plant	C	Description...
910	8003	PO	TM01	0	Standard

**Validity:**

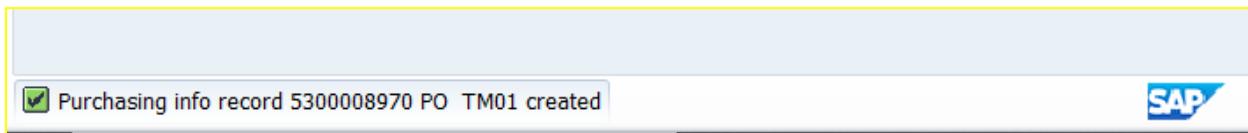
Valid From: 22.04.2022      Valid to: 31.12.9999

**Condition supplements:**

Zoom	CnTy	Name	Amount	Unit	per	U...	DeletionID	Scales	Texts
		PB00 Gross Price	300,00	INR	1	KG			
		RB00 Discount (Value)	10,00	-INR					
		FRA1 Freight %	1,000	%					

The rows for PB00 Gross Price, RB00 Discount (Value), and FRA1 Freight % are highlighted with a red box.

Create purchase info record.



## What is important of purchase info record?

Material with different prices regard to different vendors can maintain in info record.

<b>Control</b>				
Pl. Deliv. Time	<b>4 Days</b>	Tol. Underdl.	<input type="text"/> %	No MText
Purch. Group	PG	Tol. Overdl.	<input type="text"/> %	Ackn. Rqd
Standard Qty	100	EA	<input type="checkbox"/> Unlimited	Conf. Ctrl
Minimum Qty		EA	<input checked="" type="checkbox"/> GR-Bsd IV	Tax Code
Rem. Shelf Life	<input type="text"/> D		<input type="checkbox"/> No ERS	
Differential Invoicing				
Shippng Instr.				
Max. Quantity	<input type="text"/> EA		Procedure	UoM Group
	Rndg Prof.			RMA Req.
<b>Conditions</b>				
Net Price	350	INR	/ 1	EA
Effective Price	0,00	INR	/ 1	EA
Qty Conv.	1	EA	<->	1 EA
Pr. Date Cat.	<input type="checkbox"/> No Control			
Incoterms				
Valid to <input type="text"/>				
<input type="checkbox"/> No Cash Disc.				
Cond. Grp <input type="text"/>				

**Vendor: 910**

**Material 8011**

<b>Control</b>				
Pl. Deliv. Time	<b>4 Days</b>	Tol. Underdl.	<input type="text"/> %	No MText
Purch. Group	PG	Tol. Overdl.	<input type="text"/> %	Ackn. Rqd
Standard Qty	100	EA	<input type="checkbox"/> Unlimited	Conf. Ctrl
Minimum Qty		EA	<input checked="" type="checkbox"/> GR-Bsd IV	Tax Code
Rem. Shelf Life	<input type="text"/> D		<input type="checkbox"/> No ERS	
Differential Invoicing				
Shippng Instr.				
Max. Quantity	<input type="text"/> EA		Procedure	UoM Group
	Rndg Prof.			RMA Req.
<b>Conditions</b>				
Net Price	400	INR	/ 1	EA
Effective Price	0,00	INR	/ 1	EA
Qty Conv.	1	EA	<->	1 EA
Pr. Date Cat.	<input type="checkbox"/> No Control			
Incoterms				
Valid to <input type="text"/>				
<input type="checkbox"/> No Cash Disc.				
Cond. Grp <input type="text"/>				

**Vendor: 915**

From below figure we can see that how info record data like Net price, Planned Delivery date, Condition can be trigger automatically once we put vendor and material combination in purchase order.

The screenshot illustrates the SAP Purchase Order creation process, highlighting how vendor and material combinations trigger automatic data entry in the purchase order header and pricing elements table.

**Control Panel:**

- Pl. Deliv. Time: 4 Days
- Purch. Group: PG

**Create Purchase Order:**

- Header:** Shows Material (8011), Short Text (bumper fascia), PO Quantity (100 EA), OUn (1 EA), C (26.04.2022), Net Price (339,50 INR), and Curr. (INR).
- Pricing Elements Table:** Shows the breakdown of the net price. It includes rows for PB00 Gross Price (350,00 INR), RA01 Discount % on Gross (3,000 - %), Net incl. disc. (339,50 INR), Net incl. tax (339,50 INR), FRA1 Freight % (2,000 %), and SKTO Cash Discount (0,00 %). The final Actual Price is 346.29 INR.

**Purchase order** (highlighted by an orange box): A callout points to the Purchase Order section of the interface.

**Validity:**

- Valid From: 22.04.2022
- Valid to: 31.12.9999

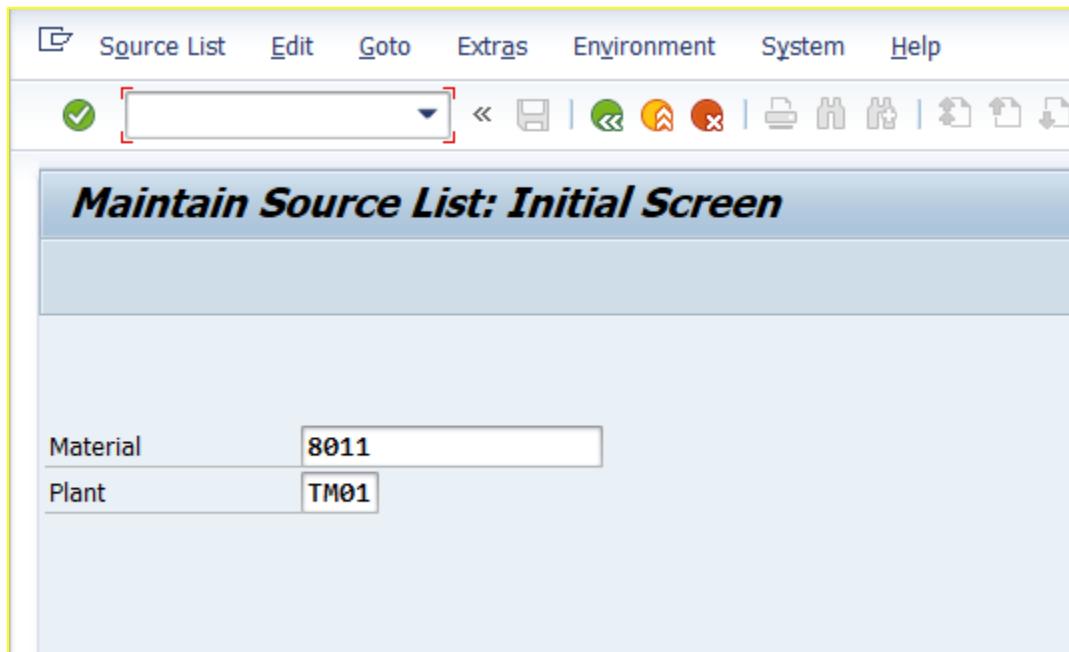
**Condition supplements:**

Zoom	CnTy	Name	Amount	Unit	per	U...	DeletionID	Scales	Texts
	PB00	Gross Price	350,00	INR		1 EA			
	RA01	Discount % on Gr...	3,000 - %						
	FRA1	Freight %	2,000 %						

## Source list

- The combined information of material and vendor is kept in a record that is known as purchase info record. But a particular material can be ordered from different vendor in different time intervals. This information can be maintained in a list that is called as the source list.
- Source list includes a list of possible source of supply for a material over a given framework of time.
- Source list specifies the time period of ordering a particular material from a given vendor.
- Source list maintained at plant level.

**T.code: ME01**



The screenshot shows the SAP interface for maintaining source lists. At the top, there's a menu bar with options like Source List, Edit, Goto, Extras, Environment, System, and Help. Below the menu is a toolbar with various icons. The main title is "Maintain Source List: Overview Screen". Underneath, there are fields for Material (8011) and Plant (TM01), both labeled "bumper fascia". A table titled "Source List Records" displays two rows of vendor information:

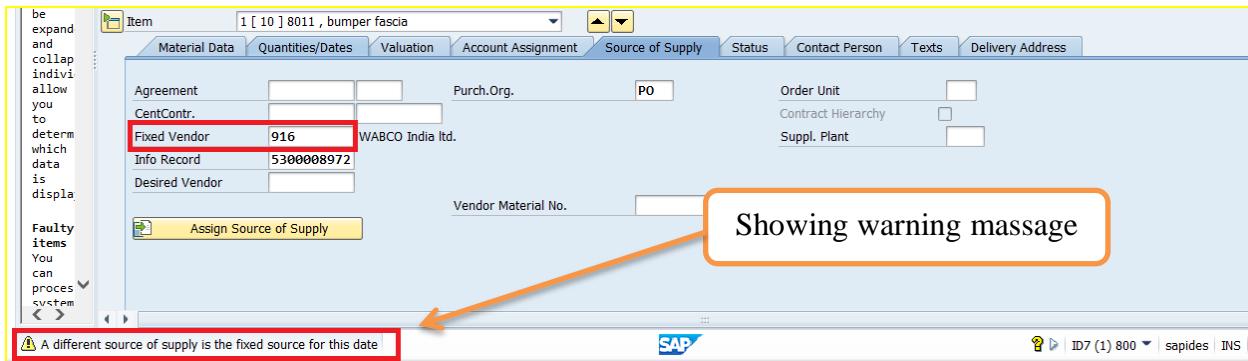
Valid from	Valid to	Vendor	POrg	PPI	OUn	Agmt	Item	Central Con...	Cent. Contr...	Fx	Blk	M...	MRP Area
22.04.2022	22.04.2023	915	PO							<input checked="" type="checkbox"/>	<input type="checkbox"/>		
22.04.2022	22.04.2023	916	PO							<input type="checkbox"/>	<input type="checkbox"/>		

A callout box highlights the "Fx" column, which contains checkboxes. One checkbox is checked for vendor 915, and another is checked for vendor 916. The text in the callout box states: "Source list specifies the time period of ordering a particular material from a given vendor. Also we can fix or block the vendor".

**Fixed vendor:** Above we can see I have maintained two vendors for my material 8011 at plant level and fixed 915 vendors now, then while creating purchase requisition system will automatically give me this vendor for this particular period of time.

The screenshot shows the SAP interface for creating a purchase requisition. The title is "Create Purchase Requisition". The header section includes fields for Document Overview On, Hold, Park, Personal Setting, Save As Template, and Load from Template. The main area shows a table for "Header" with columns like Stat., Item, I, Material, Short Text, Quantity, Unit, C, Delivery Date, Material Group, Plant, Stor. Location, PGr, Requested By, and TrackId. An orange arrow points from the "Fixed vendor" callout box to the "Fixed Vendor" field in the "Item" section, which is set to "915". The "Fixed Vendor" field is highlighted with a red box. Another orange arrow points from the "Assign Source of Supply" button to the "Source of Supply" tab in the "Item" section. The text "Fixed vendor" is also present in the callout box.

If I there to put different vendor, system is showing me this warning message.



**Block vendor:** now I got to source list and block the vendor.

