

# SERVICE PO

Purchase Order Edit Goto Environment System Help

Create Purchase Order

Document Overview On Hold Print Preview Messages Personal Setting

ZNB Vietnam Standar... Vendor 616421 Doc. date 12.12.2016

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

Purch. Org. VCII MV - IT  
Purch. Group VOH Overhead  
Company Code MICP Marico South East Asia

Over head: VOH  
Capital: VCE

S...	Item	A	I	Material	Short Text	PO Quantity	O...	C Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt	Stor. Location
	F D				noi dung		1	au	0.00	0			serv oth	mvc1	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	
	F D								0.00	0			Services oth...Công Ty Cổ Phần ...	Head Office St...	

Default Values Add Planning

Item 1 New Item

Enter

Purchase Order Edit Goto Environment System Help

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ZNB Vietnam Standar... Vendor 616421 TTKDVNPTBDCNTCTDV ... Doc. date 12.12.2016

Header

S...	Item	A	I	Material	Short Text	PO Quantity	O...	C Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt
10	F D				noi dung		1	au	12.12.2016	0 VND	0	au	Services oth...Công Ty Cổ	
	F D									0 VND	0		Services oth...Công Ty Cổ	
	F D									0 VND	0		Services oth...Công Ty Cổ	

Default Values Add Planning

Item 1 [ 10 ] noi dung

Services Limits Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions Account Assignment Texts

Line	D..	Service No.	Short Text	Quantity	Un	Gross Price	Crcy	Overf
10			noi dung 1	1	au	100000	VND	
20			noi dung 2	1	au	200000	VND	
30			noi dung 3	1	au	300000	VND	
40							VND	
50							VND	
60							VND	
70							VND	
80							VND	
90							VND	
100							VND	

Service Sel. Catalog Confirmations Line 10

Maintain services or limits

Enter

Purchase Order Edit Goto Environment System Help

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ZNB Vietnam Standar... Vendor 616421 TTKDVNPTBDCNTCTDV Doc. date 12.12.2016

Header

S...	Itm	A	I	Material	Short Text	PO Quantity	O...	C Delv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt	Stor. Location	B
10	F	D			noi dung		1 AU	12.12.2016		0 VND	0	AU	Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D								0 VND	0		Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D								0 VND	0		Services oth...Công Ty Cổ Phần	Head Office St...		

Default Values Add Planning

Item 1 [ 10 ] noi dung

Services Limits Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions Account Assignment Texts Delivery Addr...

Line	D. Service No.	Short Text	Quantity	Un	Gross Price	Crcy	Overf
10		noi dung 1	1	au	100000	VND	
20		noi dung 2	1	au	200000	VND	
30		noi dung 3	1	au	300000	VND	

Account Assignment of Service in Line 10

G/L Account CO Area Cost Center Order

Company Code MICP

IO

✓ Rpt. AA on Auto repeat AA

Service Sel. Catalog Confirmations Line 10

Purchase Order Edit Goto Environment System Help

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ZNB Vietnam Standar... Vendor 616421 TTKDVNPTBDCNTCTDV Doc. date 12.12.2016

Header

S...	Itm	A	I	Material	Short Text	PO Quantity	O...	C Delv. Date	Net Price	Curr...	Per	O...	Matl Group	Plnt	Stor. Location	B
10	F	D			noi dung		1 AU	12.12.2016	600,000 VND	1		AU	Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		
	F	D							0 VND	0			Services oth...Công Ty Cổ Phần	Head Office St...		

Default Values Add Planning

Item 1 [ 10 ] noi dung

Services Limits Material Data Quantities/Weights Delivery Schedule Delivery Invoice Conditions Account Assignment Texts Delivery Addr...

Inv. Receipt Final Invoice GR-Bsd IV S.-Based IV

Invoicing Plan

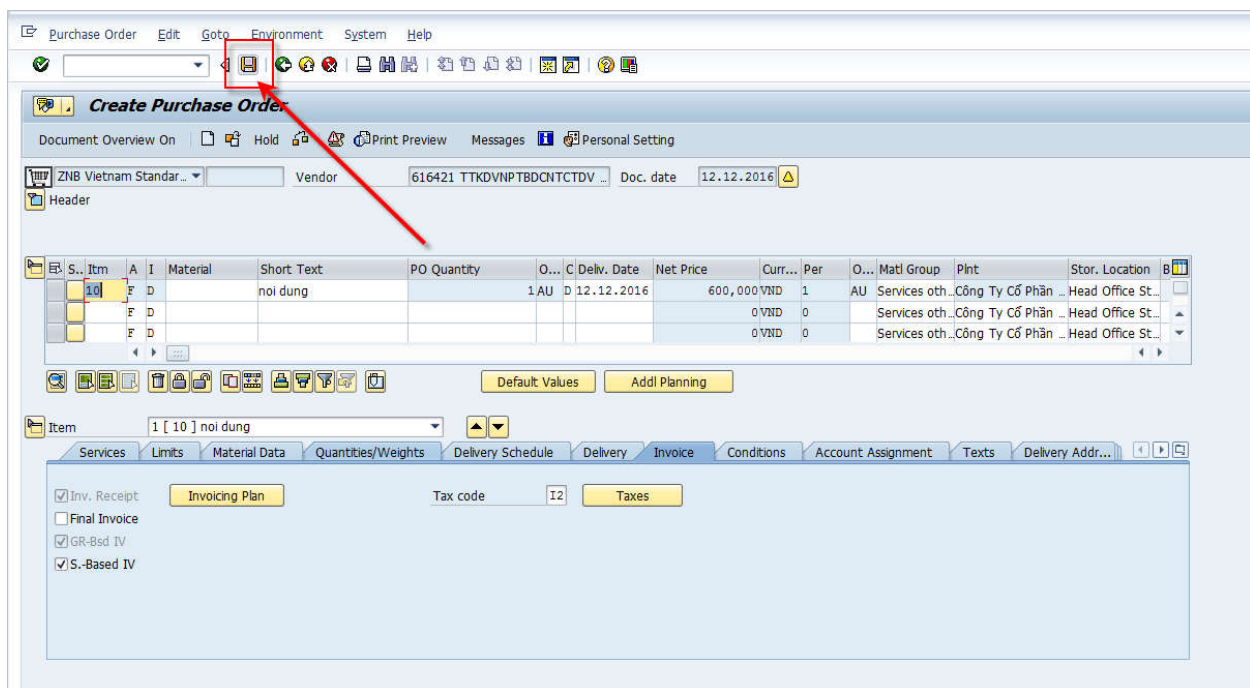
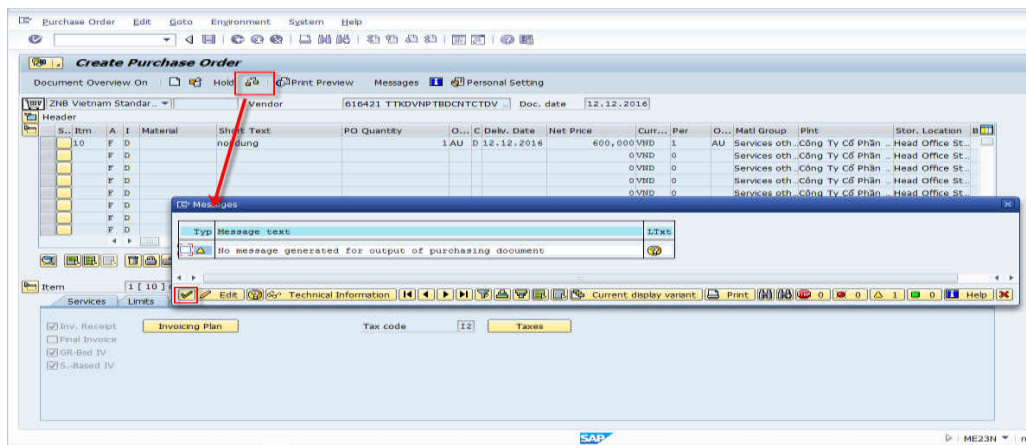
Tax code 12

IO: 0%  
I1: 5%  
I2: 10%

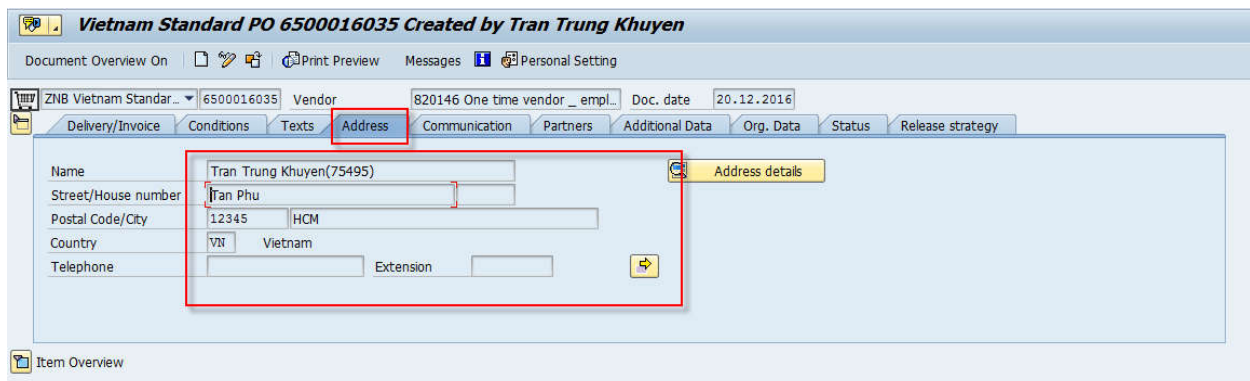
Enter

Enter Tax code

SAP ME23N



**Nếu muốn thanh toán cho cá nhân thì dùng One time vendor employee 820146 và điền thêm phần thông tin trong tab Address**





# CAPITAL PO

## B1. ME21N

**Vietnam Standard PO 6500016035 Created by Tran Trung Khuyen**

Document Overview On | Print Preview | Messages | Personal Setting

ZNB Vietnam Standar... | 6500016035 | Vendor | 820146 One time vendor \_ empl... | Doc. date | 20.12.2016

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

Purch. Org. VCEIT JV - IT  
Purch. Group VCE P.gr Capital Exp.  
Company Code MICP Marico South East Asia

**2. Nhập mã vendor**  
Purch Org: ...  
Purch Group: VCE  
Company code: MICP  
==> Enter

**3. Nhập nội dung**  
Meeting SAP 261116 10...

**4. Nhập A**  
A

**5. Nhập số lượng**  
1 EA

**6. Nhập đơn vị tính là: EA**  
EA

**7. Nhập: ASSETS**  
Capital Item

**8. Nhập plant nhận hàng**  
Công Ty Cổ Phần ...  
==> Enter

S...	Item	A	I	Material	Short Text	PO Quantity	O...	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group	Pint	Stor. Location
10	A				Meeting SAP 261116 10...	1	EA	D 20.12.2016	8,854,545 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
20	A				Meeting SAP 261116 5%	1	EA	D 20.12.2016	29,434,267 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
30	A				Meeting SAP 281116 5%	1	EA	D 20.12.2016	7,798,133 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
40	A				Meeting SAP 281116 10...	1	EA	D 20.12.2016	10,809,091 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
50	A				Meeting SAP 291116 5%	1	EA	D 20.12.2016	32,531,467 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
60	A				Meeting SAP 291116 10...	1	EA	D 20.12.2016	6,127,272 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
70	A				Meeting SAP 011216 10...	1	EA	D 20.12.2016	13,709,091 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
80	A				Meeting SAP 011216 5%	1	EA	D 20.12.2016	20,505,333 VND	100	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	
90	A				Meeting SAP 021216 10...	1	EA	D 20.12.2016	146,000 VND	1	EA	Capital Item	Công Ty Cổ Phần ...	Head Office St...	

## B2. Nhập Giá

**Vietnam Standard PO 6500016035 Created by Tran Trung Khuyen**

Document Overview On | Print Preview | Messages | Personal Setting

ZNB Vietnam Standar... | 6500016035 | Vendor | 820146 One time vendor \_ empl... | Doc. date | 20.12.2016

Header | Item Overview | Item

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | Account Assignment | Purchase Order History | Texts | Delivery ...

Quantity 1 EA Net 88,545 VND

**Điều kiện giá ko VAT ==> Enter**

N...	Cn Ty	Name	Amount	Qty	per	U...	Condition value	Curr.	Status	Num...	OUn	CCon...	Un	Condition value	CdCur	S...
		PBXX Basic Price	8,854,545			VND	100 EA	88,545 VND			1 EA	1 EA		0.00		
		Added Cost	8,854,545			VND	100 EA	88,545 VND			1 EA	1 EA		0.00		

Condition rec. | Analysis | Update

## B3: Nhập Tax code

**Vietnam Standard PO 6500016035 Created by Tran Trung Khuyen**

Document Overview On | Print Preview | Messages | Personal Setting

ZNB Vietnam Standar... | 6500016035 | Vendor | 820146 One time vendor \_ empl... | Doc. date | 20.12.2016

Header | Item Overview | Item

Material Data | Quantities/Weights | Delivery Schedule | Delivery | Invoice | Conditions | Account Assignment | Purchase Order History | Texts | Delivery ...

Inv. Receipt | Final Invoice | GR-Bsd IV

Tax code 12 Taxes

10: 0%  
11: 5%  
12: 10%  
==> Enter

#### B4. Nhập Account assignment

The screenshot shows the SAP interface for a Purchase Order (PO) with the following details:

- Document Overview:** ZNB Vietnam Standar... 6500016035, Vendor: 820146 One time vendor \_ empl..., Doc. date: 20.12.2016.
- Item:** 1 [ 10 ] Meeting SAP 261116 10%
- Account Assignment Tab:**
  - AccAsCat: Asset, Distribution: Single account assignm..., CoCode: MICP Marico
  - Partial Inv. Derive from Account As...
- Table:**

Item	S...	Quantity	Perce	G/L Acct	Order	Asset	SNo.	WBS Element	Unloading Point	Recipient	D
1	1.000	0.0	2411000000	7109317	181040	0					<input type="checkbox"/>

Annotations on the screenshot:

- Red arrow pointing to Order 7109317: 2. Nhập IO ==> Enter
- Red arrow pointing to Asset 181040: 1. Nhập mã tài sản

### B5. Check trước khi lưu

The screenshot shows the SAP 'Create Purchase Order' screen. At the top, there is a navigation bar with icons for Purchase Order, Edit, Goto, Environment, and System Help. Below this is a toolbar with various document and communication icons. The main window is titled 'Create Purchase Order' and contains a header section with fields for Document Overview, Hold, Print Preview, Messages, and Personal Setting. The 'Messages' icon is highlighted with a red box and a red arrow. Below the header is a table with columns for Item, Material, Short Text, PO Quantity, C Delv. Date, Net Price, Curr..., Per, O..., Matl Group, Pht, and Stor. Location. The table contains one item with material '10' and short text 'no dung'. A 'Messages' pop-up window is open in the foreground, displaying a message: 'No message generated for output of purchasing document'. The pop-up window has a 'Typ' field set to 'Message text' and a 'Ltxt' field. At the bottom of the screen, there is a section for 'Invoicing Plan' and 'Tax code'.

B6. Lưu

The screenshot shows the 'Create Purchase Order' window in SAP. A red arrow points to the 'Environment' button in the top toolbar. The window displays a header with Vendor '616421 TTKDVNPTBDOHTCTDV', a table with one item 'nội dung' (quantity 1, price 600,000 VND), and a footer with 'Invoicing Plan' and 'Tax code 12'.