

### 31. In PO module, I have created a global agreement but another user in another service unit can't access it for Purchase Order creation, why?

1. To create a Global Agreement for other service units, the PO type must be "Blanket Purchase Agreement", and the "Global" check box must be checked.

Purchase Orders (OU\_C999\_SU01) - 98

PO, Rev: 98 0 Type: **Blanket Purchase** Created: 30-SEP-2005

Supplier: C999-Union Statio Site: GENERAL Contact:

Ship-To: LOC\_C999\_SU01 Bill-To: LOC\_C999\_SU01 Currency: HKD

Buyer: Ho, Eva Status: Approved Amt Agreed:

Description: C999 LC GA UPLOAD 2 Released: 0.00

☒ Global [ 2.. ]

Items Price Reference Reference Documents More Agreement

Num	Type	Item	Rev	Category	Description	UOM	Quant
1	Goods			OTHERS	TEST ITEM1	Each	10
2	Goods			OTHERS	TEST ITEM2	Each	10

Item: TEST ITEM1

Catalog... Currency... Terms Price Breaks Approve...

2. After save the record, go to Tools > Enables Organizations, click "Select All" to share this Global Agreement to other service units.

Enable Organizations

Name	Enabled
OU_C999_SU01	<input checked="" type="checkbox"/>
OU_C999_SU02	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Select All Deselect All OK Cancel

3. To copy price of Global Agreement to a Purchasing Order, click “Catalog” in Purchase Orders form.

(OU\_C999\_SU01) - [New]

PO, Rev: 0 Type: Standard Purchase Created: 28-FEB-2006

Supplier: C999-C999-TESTING Site: GENERAL Contact: chan, TAI MAN

Ship-To: LOC\_C999\_SU01 Bill-To: LOC\_C999\_SU01 Currency: HKD

Buyer: Ho, Eva Status: Incomplete Total: 0.00

Description:

Items Price Reference Reference Documents More Agreement

Num	Type	Item	Rev	Category	Description	UOM	Quant
1	Goods					Each	0

Item:

Catalog... Currency... Terms Shipments Approve...

4. In Search Supplier Item Catalog form, click “Find”.

Search Supplier Item Catalog

Commodity: Requisition Template:

Item:

Category Set: Category:

Item, Rev: Description:

Item description contains the words in sequence only:

Supplier:

Supplier: C999-C999-TESTING 12 Site: GENERAL

☐ Sourced Suppliers Only Supplier Item:

Due Date: Ship-To Organization:

Line Type: Goods Ship-To Location:

UOM: Each Currency: HKD

☐ Shgw External Locations


Clear Close Catalog Find

Keywords: FM, PO, Purchasing, Global Agreement, Blanket Agreement, Order, Share

FAQ ID: 0031


Last Review: 28 Feb 2006

Revision: 1.0

5. In search result, you can click  to change the view format of search result. It is suggested to select "Default Catalog" view.

Supplier Item Catalog (OU\_C999\_SU01) Select Price Only

Negotiated Sources Prior Purchases Sourcing Rules

 **Default Catalog**

Type	Global	Document	Supplier	Item	Commodity
Blanket Purchase	<input type="checkbox"/>	51	C999-Chan Tai Man		FISH
Blanket Purchase	<input type="checkbox"/>	51	C999-Chan Tai Man		FISH
Blanket Purchase	<input type="checkbox"/>	51	C999-Chan Tai Man		FISH
Standard Quotation	<input type="checkbox"/>	5	C999-Chan Tai Man	PAPER01	OTHERS

Add Remove Order Pad

UOM	Quantity	Item Description	Supplier	Currency	Price	Need-By	Org	Location

Order Total Options... Close Catalog Select

Keywords: FM, PO, Purchasing, Global Agreement, Blanket Agreement, Order, Share

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