

Create Contract [Quantity contract]: ME31K

The screenshot displays the SAP Easy Access interface. The top menu bar includes 'Menu', 'Edit', 'Favorites', 'Extras', 'System', and 'Help'. Below the menu bar is a toolbar with various icons. The main area is divided into a left-hand navigation tree and a right-hand content area. The navigation tree is expanded to show the 'Contract' folder under 'Materials Management' > 'Purchasing' > 'Outline Agreement'. The 'ME31K - Create' option is highlighted. The right-hand content area displays the text 'WELCOME TO MAGWORLD'. The bottom status bar shows 'SESSION_MANAGER', 'magsrv', 'OVR', and the system clock '7:27 AM'.

Menu Edit Favorites Extras System Help

SAP

SAP Easy Access

Other menu Create role Assign users Documentation





- Favorites
 - SPRO - Customizing - Edit Project
- SAP menu
 - Office
 - Logistics
 - Materials Management
 - Purchasing
 - Purchase Order
 - Purchase Requisition
 - Outline Agreement
 - Contract
 - ME31K - Create**
 - ME32K - Change
 - ME33K - Display
 - ME34K - Maintain Supplement
 - ME35K - Release
 - Follow-On Functions
 - Messages
 - Scheduling Agreement
 - List Displays
 - Reporting
 - RFQ/Quotation
 - Master Data
 - Environment
 - Inventory Management
 - Logistics Invoice Verification
 - Physical Inventory
 - Valuation
 - Material Requirements Planning (MRP)
 - Service Entry Sheet
 - Service Master
 - Foreign Trade/Customs

WELCOME
TO
MAGWORLD

SESSION_MANAGER magsrv OVR

Start SAP Easy Access Contracts - Microsoft Word 7:27 AM

Create Contract : Initial Screen

   Reference to PReq  Reference to RFQ

Vendor BHEL
Agreement type MK
Agreement date 22. 10. 2005
Agreement

Organizational data

Purch. organization 1000
Purchasing group 001

Default data for items

Item category
Acct assignment cat.
Plant
Storage location
Material group
Req. tracking number
Vendor sub-range
 Acknowledgment reqd

ME31K magsrv OVR

Create Contract : Header Data



Agreement Company code 1000 Purchasing group 001
 Agreement type MK Purch. organization 1000

Vendor BHEL BHEL

Administrative fields

Agreement date 22.10.2005 Item number interval 10 Sub-item inter. 1
 Validity start 22.10.2005 Validity end 21.10.2006 Language EN

Terms of delivery and payment

Payment terms 0002 Targ. val. 0 EUR
 Payment in 14 days 3.000 % Exch. rate 1.00000 Ex. rate fx
 Payment in 30 days 2.000 % Incoterms FOB Chennai
 Payment in 45 days net

Reference data

Quotation date Quotation
 Your reference Salesperson
 Our reference Telephone
 Suppl. vendor Invoicing party

✖ Make an entry in all required fields

ME31K magsrv OVR

Contract Edit Header Item Environment System Help

Create Contract : Item Overview

Agreement: [] Agreement type: MK Agmt. date: 22.10.2005
 Vendor: BHEL BHEL Currency: EUR

Outline agreement items

Item	Material	Short text	Targ. qty.	O...	Net price	Per	O...	Matl group	Plnt	SLoc	D	T...
10	M	Shoe	10,000	EA		91	EA	00107				
20												
30												
40												
50												
60												
70												
80												
90												
100												
110												
120												
130												
140												
150												
160												
170												

Item 10

ME31K magsrv OVR

Start | Create Contract : Item... | Contracts - Microsoft Word | SAP Easy Access | 8:01 AM

To enter the different price specific to plant then select the line item

Create Contract : Item Overview

Acct. assgts.

Agreement Agreement type Agmt. date
 Vendor BHEL Currency

Outline agreement items

Item	Material	Short text	Targ. qty.	O...	Net price	Per	O...	Matl group	Plnt	SLoc	D	T...
10	M	Shoe	10,000	EA		91	EA	00107				
20												
30												
40												
50												
60												
70												
80												
90												
100												
110												
120												
130												
140												
150												
160												
170												

Item

ME31K magsrv OVR

Contract Edit Header Item Environment System Help

Enter lines Ctrl+Shift+F1
 Delete Shift+F2
 Reset deletion ind.
 Block Ctrl+F3
 Selections
 Adopt + details
 Adopt
 Change display
 Repeat acct assgt

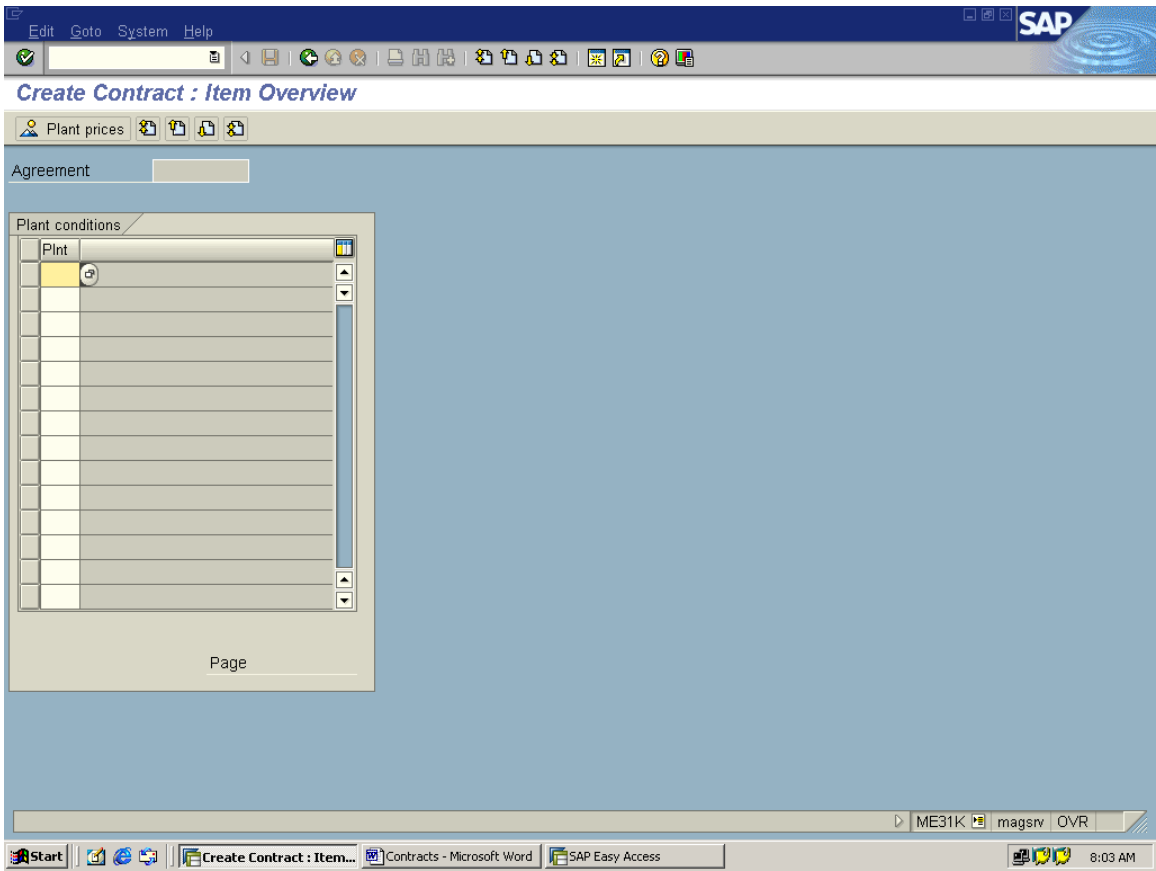
Agmt. date 22.10.2005
 Currency EUR

Item	Alt	Plant conditions	Qty.	O...	Net price	Per	O...	Matl group	Plnt	SLoc	D	T...
10	M	Fast change	10,000	EA		91	EA	00107				
20		Back										
30		Cancel										
40												
50												
60												
70												
80												
90												
100												
110												
120												
130												
140												
150												
160												
170												

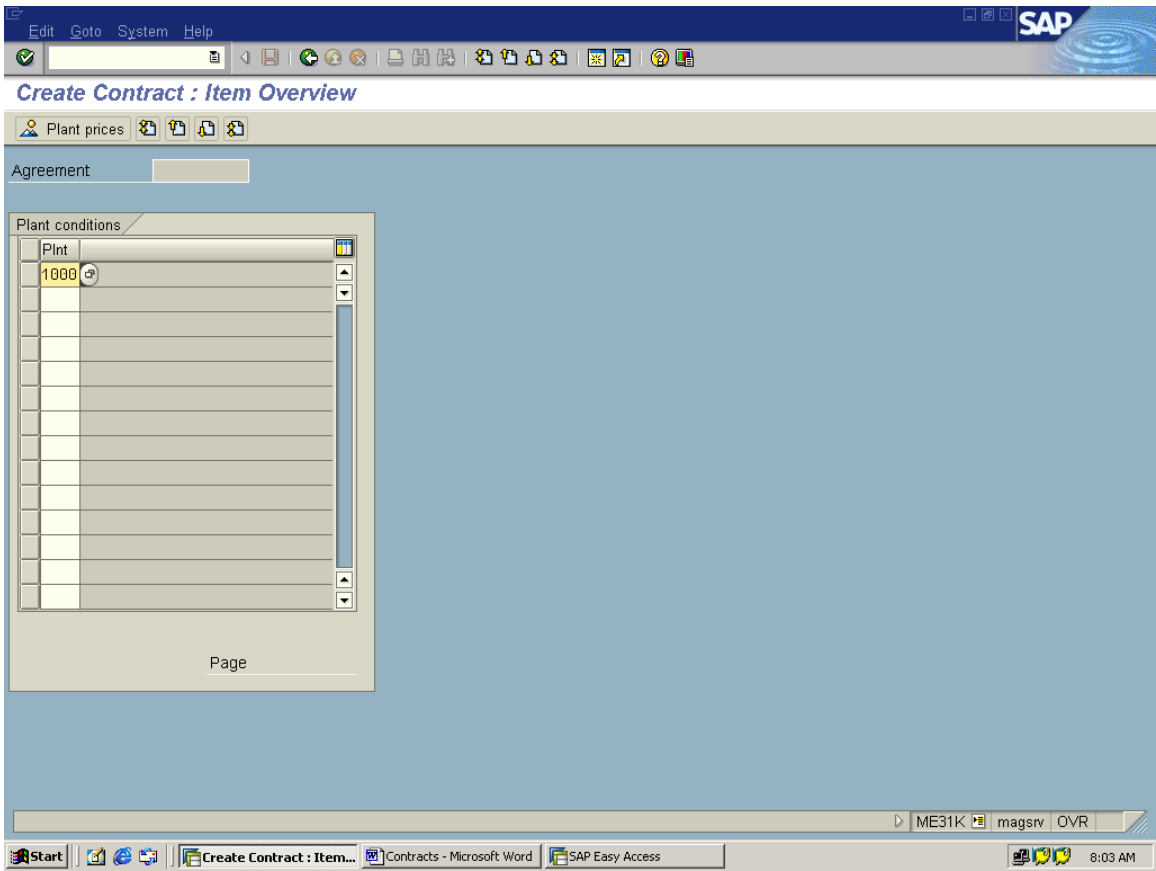
Item 10

ME31K magsrv OVR

Start | Create Contract : Item... | Contracts - Microsoft Word | SAP Easy Access | 8:02 AM



select the plant



then click on Plant prices or press enter

Contract Edit Header Item Environment System Help

SAP

Create Contract : Item Overview

Agreement _____ Agreement type MK Agmt. date 22.10.2005
 Vendor BHEL BHEL Currency EUR
 Conditions plant 1000

Outline agreement items

Item	Material	Short text	Targ. qty.	O...	Net price	Per	O...	Matl group	Plnt	SLoc	D	T...
10	M	Shoe	10,000	EA	131		EA	00107				

item 10

ME31K magsrv OVR

Start Create Contract : Item... Contracts - Microsoft Word SAP Easy Access 8:07 AM

to maintain other price info like Frieght etc
 select the line item

Contract Edit Header Item Environment System Help

Create Contract :

Agreement: [] Vendor: BHEL

Agmt. date: 22.10.2005
 Currency: EUR
 Conditions plant: 1000

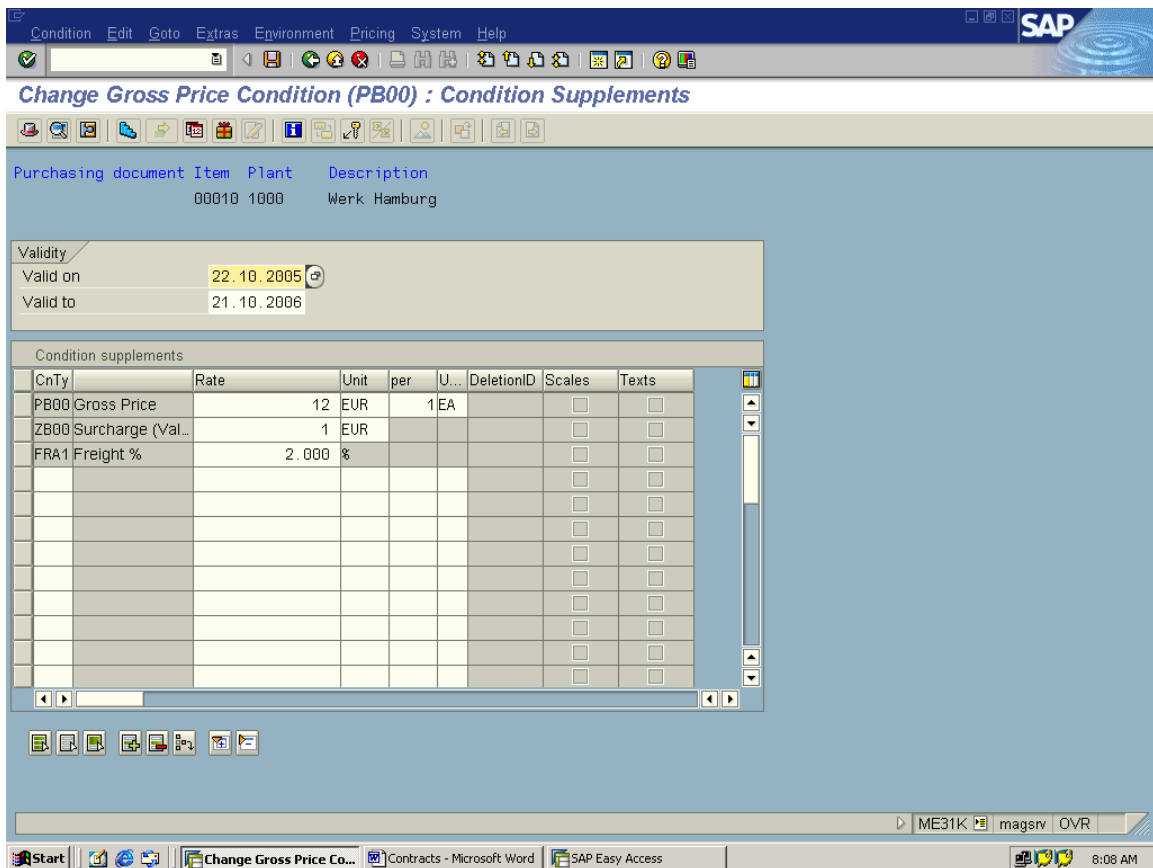
Outline agreement items

Item	Material	Short text	Targ. qty.	O...	Net price	Per	O...	Matl group	Plnt	SLoc	D	T...
10	M	Shoe	10,000	EA	131	EA	00107					

Item: 10

ME31K magsrv OVR

Start | Create Contract : Item... | Contracts - Microsoft Word | SAP Easy Access | 8:07 AM



Go back and repeat the same process for remaining line items[for same plant]

Go Back and select the remaining plants and maintain the prices and text info specific to plants

Menu: Edit Goto System Help

SAP

Create Contract : Item Overview

Plant prices

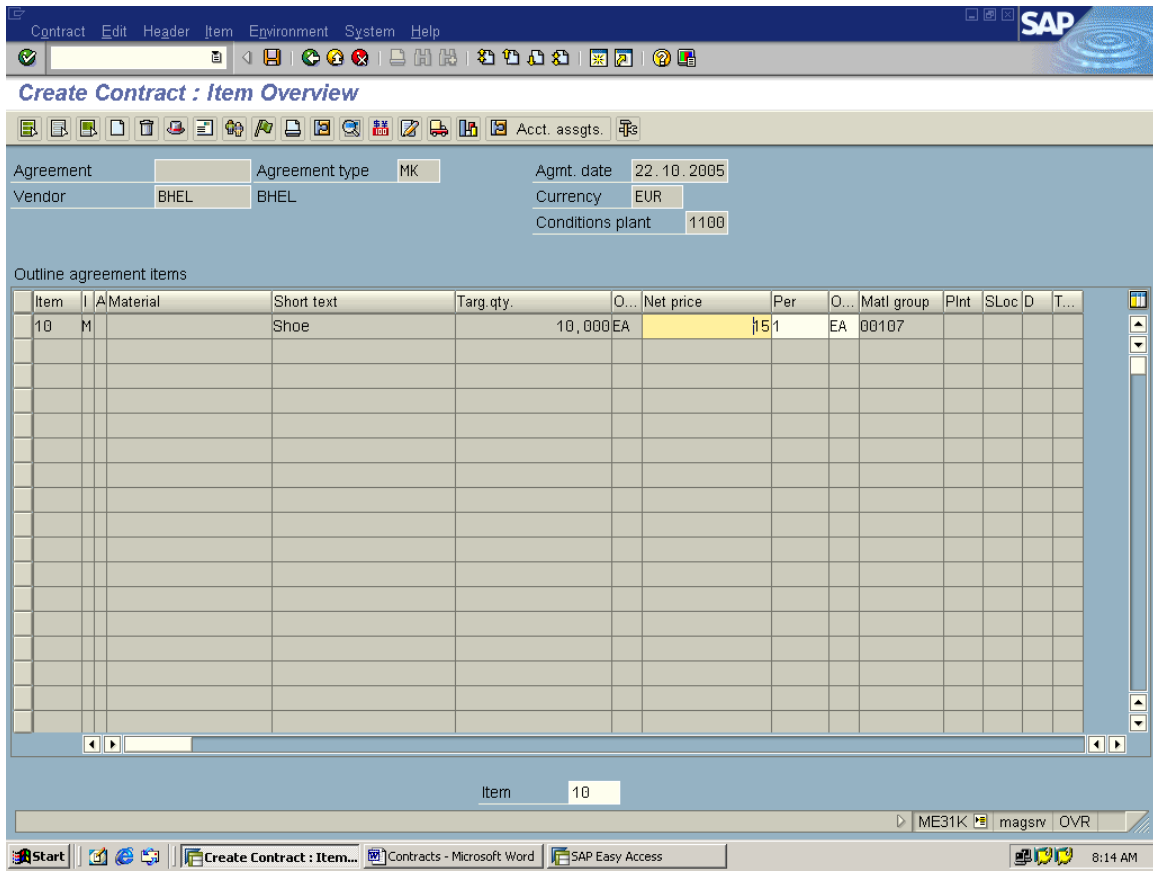
Agreement

Plant conditions	
Plant	
1000	Werk Hamburg
1100	

Page 1 / 1

ME31K magsrv OVR

Start | Create Contract : Item... | Contracts - Microsoft Word | SAP Easy Access | 8:13 AM

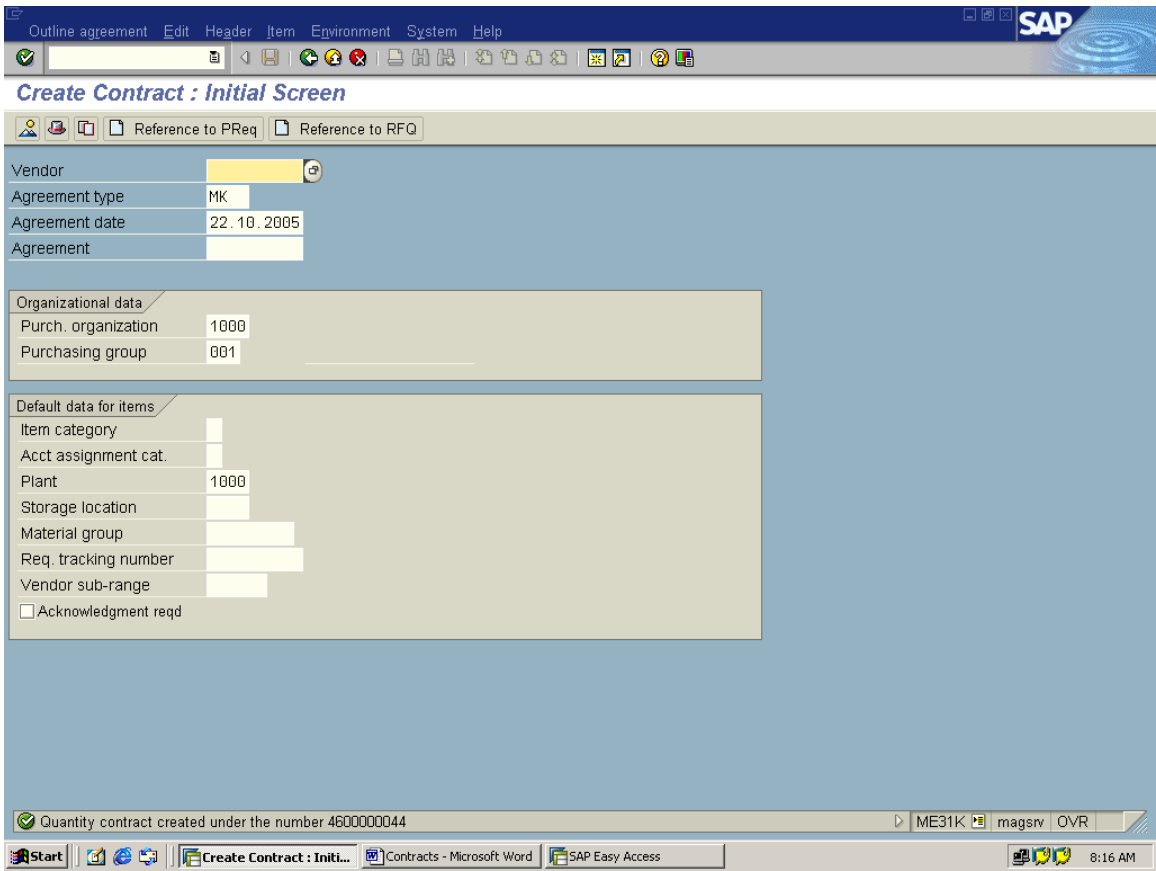


Go back

Go back

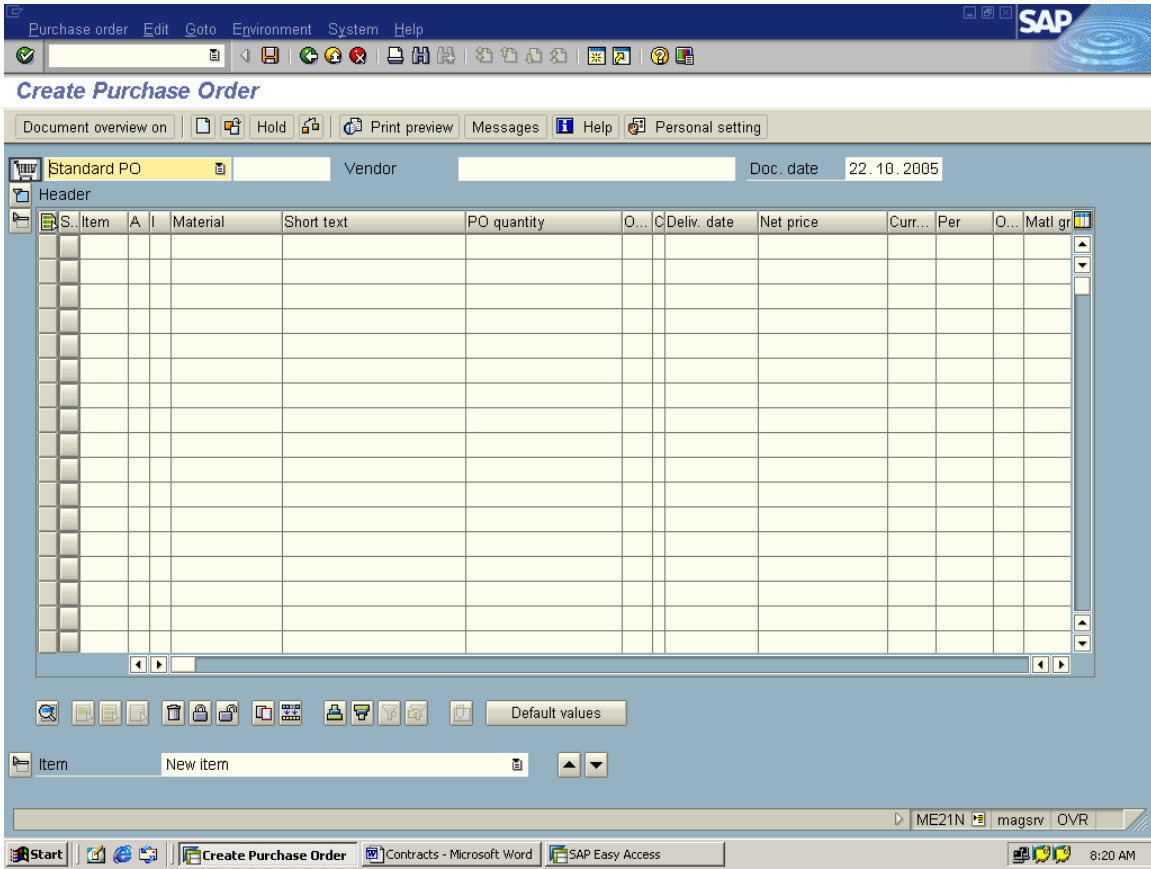
Repeat the same process for remaining line items if required

Then save the entries

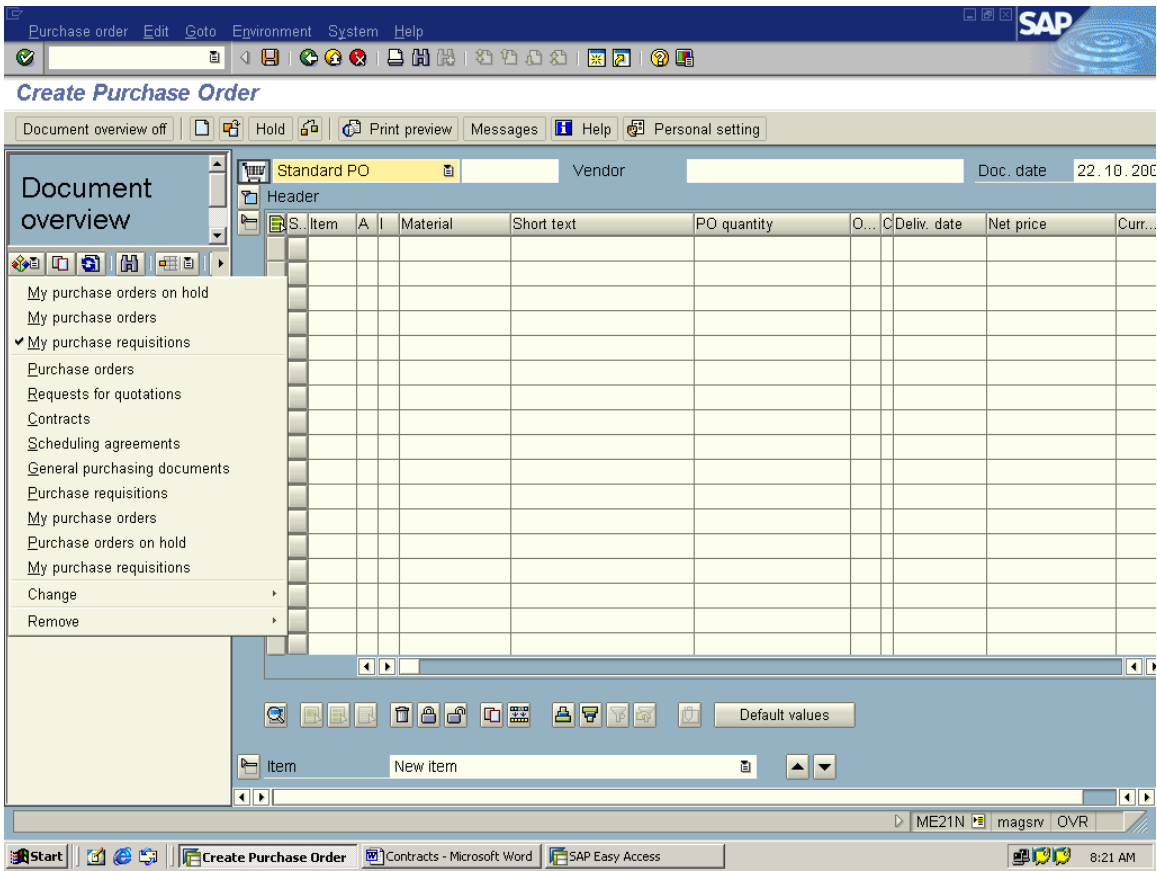


Releasing the Purchase order with ref. To contract

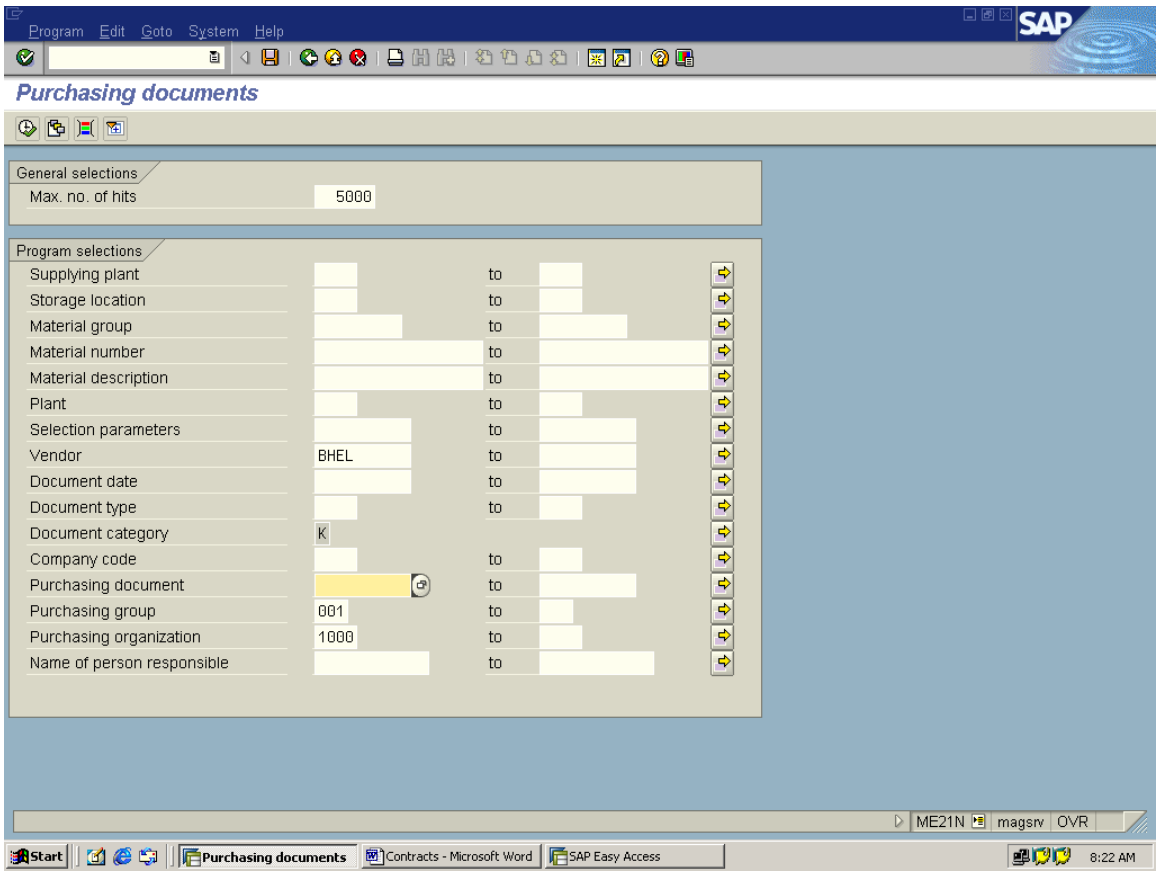
ME21N



CLICK ON document overview on Button



click on selection variant Icon then click on Contracts



then execute

Create Purchase Order

Document overview off | Hold | Print preview | Messages | Help | Personal setting

Standard PO Vendor Doc. date 22.10.200

Header

S...	Item	A	I	Material	Short text	PO quantity	O...	Deliv. date	Net price	Curr...

Document overview

Purch. doc.
4600000044

Default values
Item New item

Create Purchase Order

Document overview off Hold Print preview Messages Help Personal setting

Standard PO Vendor BHEL BHEL Doc. date 22.10.2005

S. Item	A	I	Material	Short text	PO quantity	O...	C Deliv. date	Net price	Curr...	Per	O...	Matl c
10				Shoe		EA			9 EUR	1	EA	Miscé
20				Shoe		EA			9 EUR	1	EA	Miscé
30				Shoe		EA			9 EUR	1	EA	Miscé
40				Shoe		EA			9 EUR	1	EA	Miscé
50				Shoe		EA			9 EUR	1	EA	Miscé
60				Shoe		EA			9 EUR	1	EA	Miscé
70				Shoe		EA			9 EUR	1	EA	Miscé
									EUR			
									EUR			
									EUR			
									EUR			
									EUR			
									EUR			
									EUR			
									EUR			

Default values

Item details

Please enter a delivery date ME21N magsrv OVR

Purchase order Edit Goto Environment System Help SAP

Create Purchase Order

Document overview on Hold Print preview Messages Help Personal setting

Standard PO Vendor BHEL BHEL Doc. date 22.10.2005

Header

S. Item	A	I	Material	Short text	PO quantity	O...	C	Deliv. date	Net price	Curr...	Per	O...	Matl gr
10			1043	shoe	10	EA		024.10.2005		12 EUR	1	EA	Miscell
20			1047	shoe	20	EA		024.10.2005		12 EUR	1	EA	Miscell
30			1048	shoe	5	EA		024.10.2005		12 EUR	1	EA	Miscell
40			1050	shoe	36	EA		024.10.2005		15 EUR	1	EA	Miscell
50			1051	shoe	10	EA		024.10.2005		15 EUR	1	EA	Miscell
60			1052	shoe	5	EA		024.10.2005		15 EUR	1	EA	Miscell
70			1054	shoe	5	EA		024.10.2005		9 EUR	1	EA	Miscell
										EUR			
										EUR			
										EUR			
										EUR			
										EUR			
										EUR			
										EUR			
										EUR			

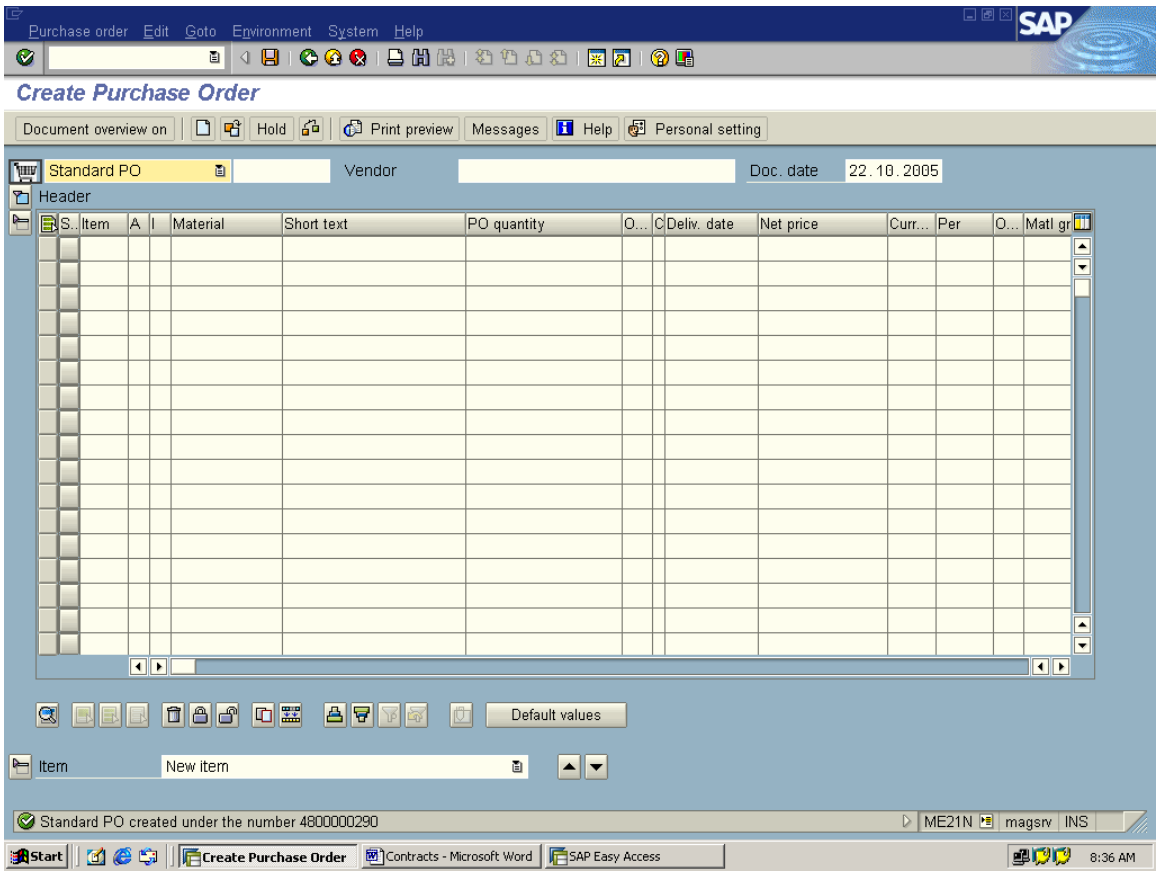
Default values

Item details

ME21N magsrv INS

Start Create Purchase Order Contracts - Microsoft Word SAP Easy Access 8:34 AM

check and save the entries



To view the Release documentation of a contract
ME33K

Display Contract : Initial Screen



Agreement 4600000044

Contract Edit Header Item Environment System Help

Display Contract

Agreement 460000
Vendor BHEL

Outline agreement items

Agmt. date 22.10.2005
Currency EUR

Details F2
Account assignments Ctrl+Shift+F2
Price simulation
Conditions Shift+F6
Services Shift+F4
Maintain source list
Texts
Statistics
Configuration
More functions

General
Release documentation Ctrl+Shift+F12
Changes

Item	Material						Matl group	Plnt	SLoc	D	T...
10	M	Shoe		10,000	EA	91	EA	00107			

Item 10

ME33K magsrv INS

Start Display Contract : Ite... Contracts - Microsoft Word SAP Easy Access 8:40 AM

List Edit Goto Environment System Help SAP

Release Order Docu. for Contract 460000044 Item 00010

Release





CCode	Plnt	Purch. ord.	Item	Order date	Order qty.	Un	Order value	Currenc
1000	1000	4800000290	00010	22.10.2005	10	EA	121	EUR
1000	1000	4800000290	00020	22.10.2005	20	EA	241	EUR
1000	1000	4800000290	00030	22.10.2005	5	EA	61	EUR
1000	1000	Qty. released to date			35	EA	423	EUR
1000	1100	4800000290	00040	22.10.2005	36	EA	540	EUR
1000	1100	4800000290	00050	22.10.2005	10	EA	150	EUR
1000	1100	4800000290	00060	22.10.2005	5	EA	75	EUR
1000	1100	Qty. released to date			51	EA	765	EUR
1000	1200	4800000290	00070	22.10.2005	5	EA	45	EUR
1000	1200	Qty. released to date			5	EA	45	EUR
1000	****	Qty. released to date			91	EA	1,233	EUR
****	****	Qty. released to date			91	EA	1,233	EUR
		Tgt. qty.			10,000	EA		
		Open target qty.			9,909	EA		


ME33K magsrv INS

Start | Release Order Docu. f... | Contracts - Microsoft Word | SAP Easy Access | 8:41 AM

Create Contract based on Value
ME31K

Create Contract : Initial Screen

   Reference to PReq  Reference to RFQ

Vendor
Agreement type 
Agreement date
Agreement

Organizational data
Purch. organization
Purchasing group

Default data for items
Item category
Acct assignment cat.
Plant
Storage location
Material group
Req. tracking number
Vendor sub-range
 Acknowledgment reqd

Create Contract : Header Data



Agreement Company code Purchasing group
 Agreement type Purch. organization

Vendor

Administrative fields

Agreement date Item number interval Sub-item inter.
 Validity start Validity end Language

Terms of delivery and payment

Payment terms Targ. val.
 Payment in days % Exch. rate Ex. rate fx
 Payment in days % Incoterms
 Payment in days net

Reference data

Quotation date Quotation
 Your reference Salesperson
 Our reference Telephone
 Suppl. vendor Invoicing party

Make an entry in all required fields

ME31K magsrv INS

Contract Edit Header Item Environment System Help

Create Contract : Item Overview

Agreement: [] Agreement type: WK Agmt. date: 22.10.2005
 Vendor: BHEL BHEL Currency: EUR

Outline agreement items

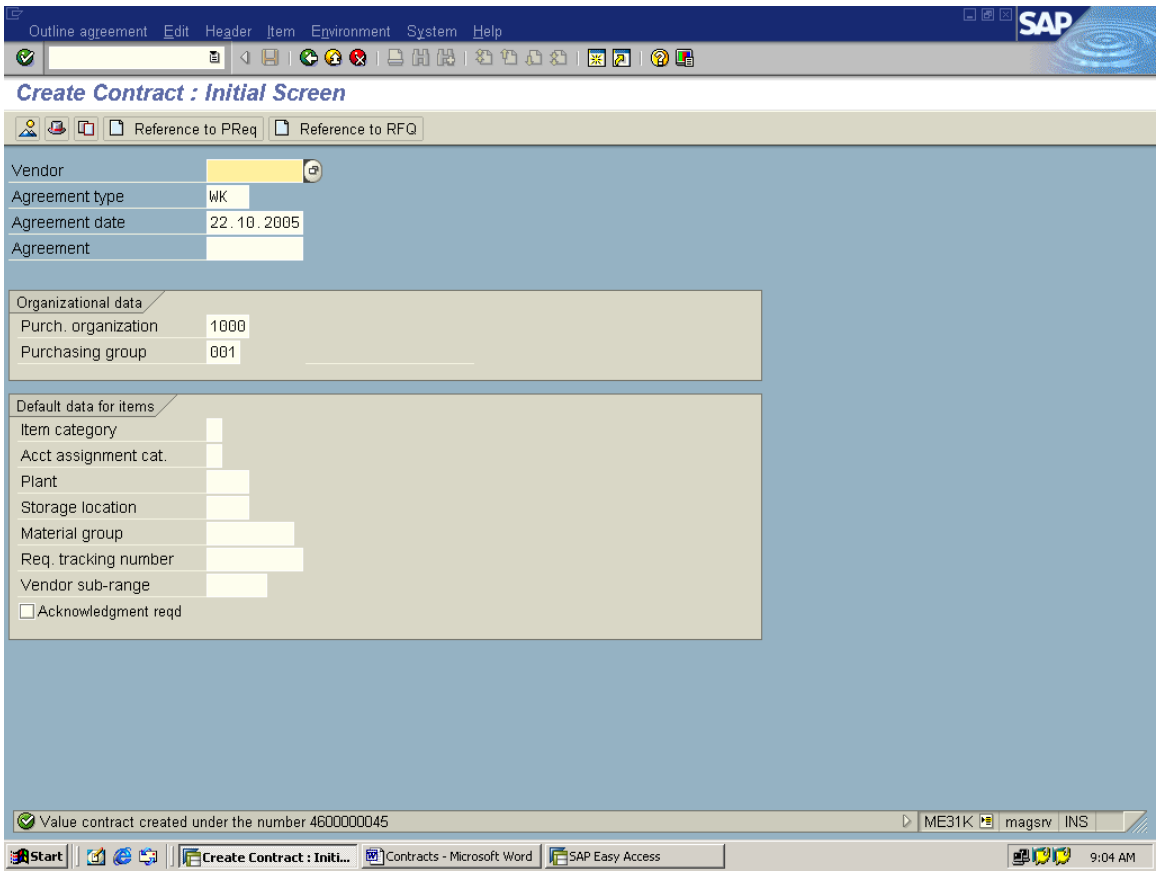
Item	Material	Short text	Targ. qty.	O...	Net price	Per	O...	Matl group	Plnt	SLoc	D	T...
10	W	pipe						00107				
20		Shoe		10 EA		101	EA	00107	1000			
30												
40												
50												
60												
70												
80												
90												
100												
110												
120												
130												
140												
150												
160												
170												

Item 10

ME31K magsrv INS

Start Create Contract : Item... Contracts - Microsoft Word SAP Easy Access 9:03 AM

Then save the entries



Then release the PO with ref. To contract

ME21N