

NAM Update Price on Outline Agreement

Scope



ERP



References

Attachments

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1. INTRODUCTION

1.1 Objectives and scope of this procedure

This OP explains update a price in an outline agreement. If supplier inform a new price for a line(s) on a purchase order or a LPR requests for a price change, this price should be updated on purchase order and outline agreement. This update can be done just with LPR's previous approval for each plant.

Who uses this document?			What is the nature of the need			What provisioning channel does this document concern?					
User / PREQ creator	Approver	LPR/PS buyer	Goods	Services	e-catalogue	Goods managed in stock	Goods and services – spot buys	Goods on contract	Services on contract with SES	Emergency cases	Urgent needs
		X	X	X				X	X		X

1.2 Material groups not in scope

- The purchase orders not in scope are related to: BIG Capex, Packaging, Raw materials and Tollings

1.3 Process step described in this procedure and expected end product

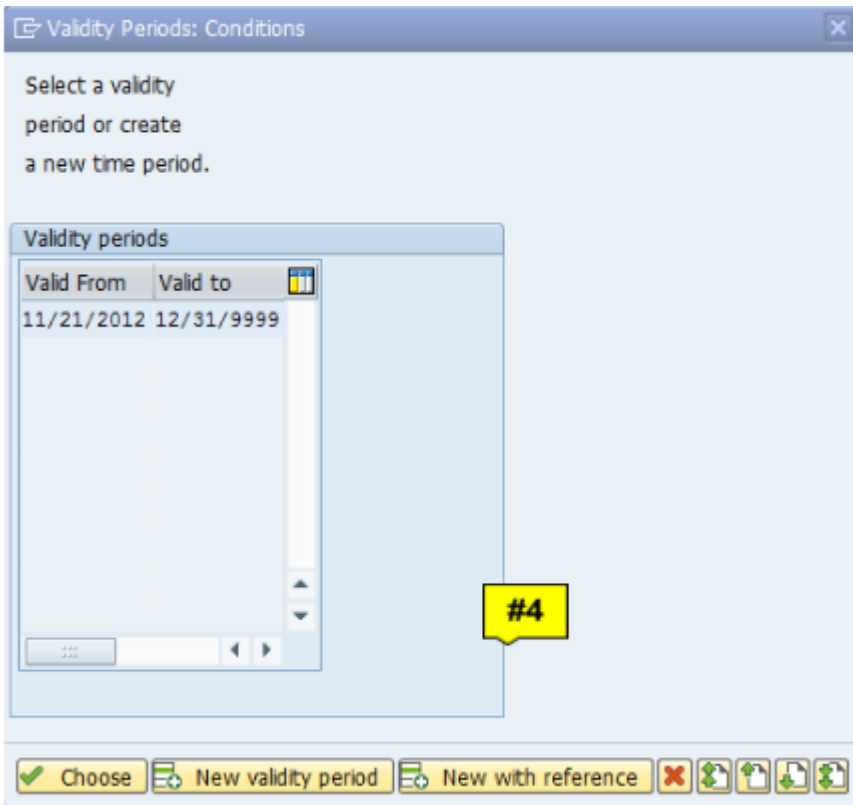
```

graph TD
    A[Create specification and PREQ] --> B[Approve PREQ/administer PREQ]
    B --> C[Create PO/send PO to supplier]
    C --> D[Manage and follow up POs]
    D --> E[Record receipts of goods and services]
            
```

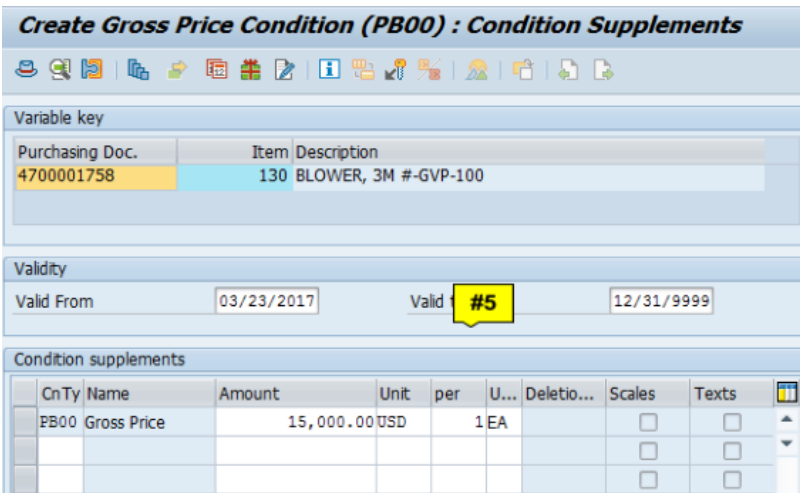
Item	Material	Short Text	Temp. Qty	U.. Net Price	Per	U.. Mat. Grp	Pct	Slac B	T...
10		FASTENERS				0097			15
20		LIGHTING				0040			15
30		LUBRICANTS				0109			15
40		TOOLS				0196			15
50		TINY ELECTRICAL ACCE.				0940			15
60		COLLECTIVE SAFETY AN.				0110			15
70		PERSONAL SAFETY AND.				0111			15
80		FLEXIBLE HOSES				0116			15
90		STEEL PIPES & ACCESS.				0118			15
100		OTHER INDUSTRIAL SUP.				0196			15
110		ANALYTICAL LAB EQUIP.				0943			15
120		LABORATORY GLASSWA.				0943			15
130	1773895	BLOWER, 3M #GVF-100		15,195,00	EA	0110	0290	029M	15
140	1773891	CHARGER, BATTERY, 3M		94,473	EA	0110	0290	029M	15
150	1773892	CORD, POWER, 3M #GV		94,473	EA	0110	0290	029M	15
160	1773890	BATTERY PACK, 3M # G.		343,170	EA	0110	0290	029M	15
170	1773899	BELT, CORF, 3M # CB-1		101,900	EA	0110	0290	029M	15
180	1774194	RESPIRATOR,WELD, 3M		4,470	EA	0110	0294	029M	15

1.4 Abbreviations

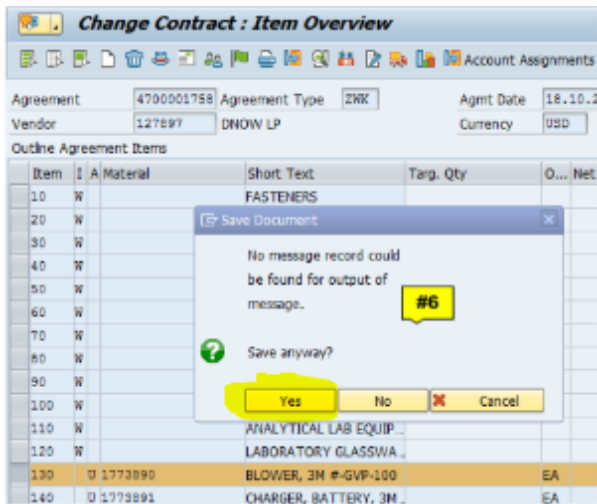
Abbr.	Description	Abbr.	Description
PO	Purchase Order	LPR	Local Purchasing Representative



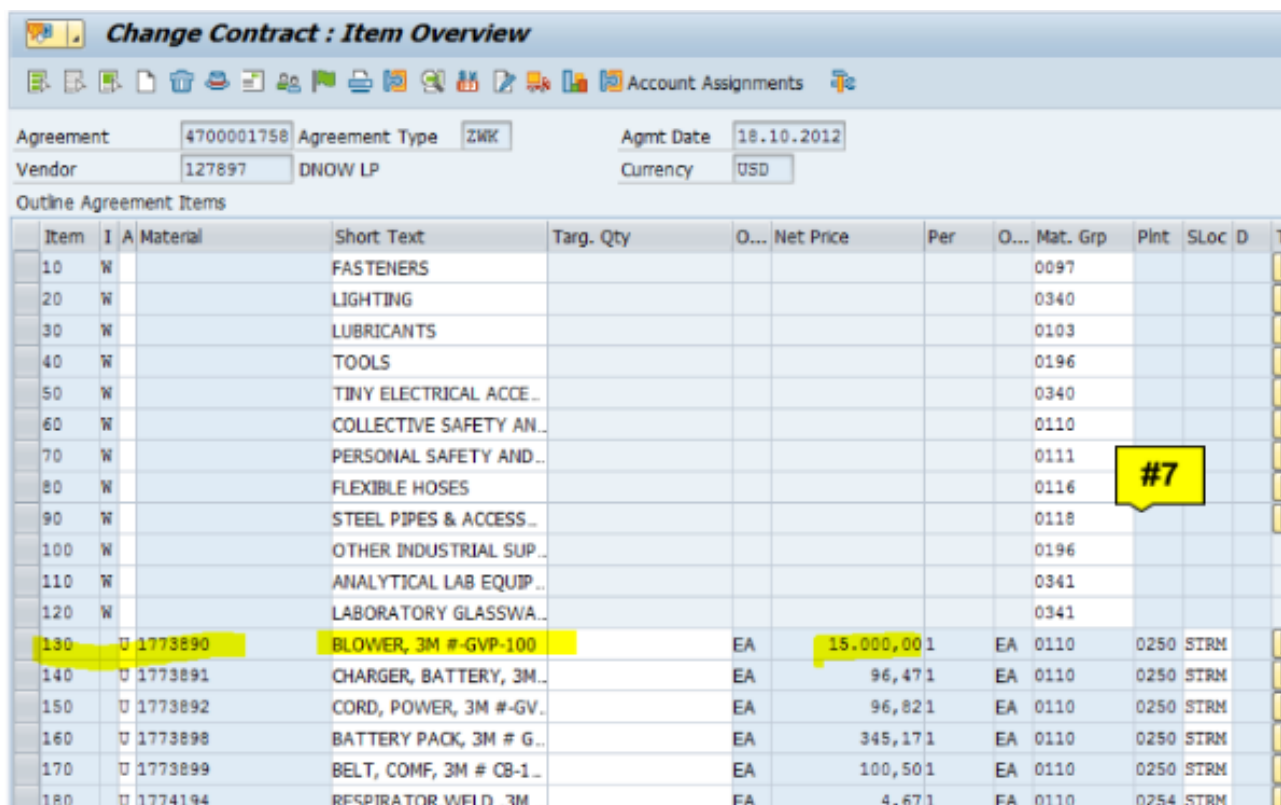
#	Main activities	Key points	Tips / Best practices
4	Click on New Validity Period		



#	Main activities	Key points	Tips / Best practices
5	Mention the new price and click enter		



#	Main activities	Key points	Tips / Best practices
6	Click Yes to save document		



#	Main activities	Key points	Tips / Best practices
7	Remember to enter on contract again to check if price was updated correctly		Check steps 1 and 2 to open a contract

End of document

