

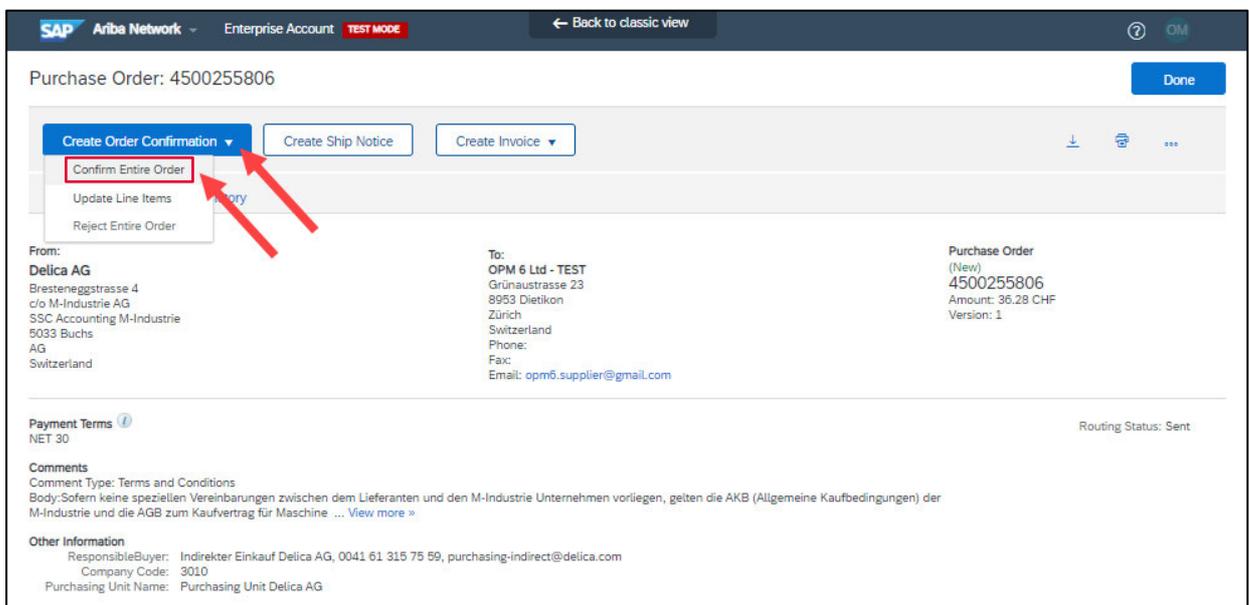
Ariba Network Material Purchase Order Guide

Enter order confirmation

We expect to receive your order confirmation via Ariba Network.

You can confirm the entire purchase order at once. While doing that, you have the option to confirm a deviating delivery date for all purchase order items.

On the purchase order, click on **“Create order confirmation”** and then **“Confirm Entire Order”**:



The screenshot displays the SAP Ariba Network interface for a purchase order. At the top, the header includes 'SAP Ariba Network', 'Enterprise Account', 'TEST MODE', and a 'Back to classic view' link. The main title is 'Purchase Order: 4500255806' with a 'Done' button on the right. Below the title, there are three buttons: 'Create Order Confirmation' (which is open to a dropdown menu), 'Create Ship Notice', and 'Create Invoice'. The dropdown menu for 'Create Order Confirmation' has three options: 'Confirm Entire Order' (highlighted with a red box and a red arrow), 'Update Line Items', and 'Reject Entire Order'. Below the buttons, there are three columns of information: 'From: Delica AG' (with address details), 'To: OPM 6 Ltd - TEST' (with address and contact details), and 'Purchase Order (New) 4500255806' (with amount and version). Further down, there are sections for 'Payment Terms' (NET 30), 'Comments' (Terms and Conditions), and 'Other Information' (Responsible Buyer, Company Code, and Purchasing Unit Name).

- A. The required delivery date according to the purchase order is visible.
- B. Enter your **Confirmation number**.
- C. Enter the **delivery date** you want to confirm. This date can deviate from the delivery date of the purchase order. This confirmed delivery date will be valid for all items.
- D. Click on **“Next”**.

▼ Order Confirmation Header * Indicates required field

Confirmation #: B

Associated Purchase Order #: 4500255806

Customer: M-Industrie - TEST

Supplier Reference:

Shipping and Tax Information

Est. Shipping Date:

Est. Delivery Date: C

Line Items A

Line #	Part # / Description	Qty (Unit)	Need By	Unit Price	Subtotal
1	12312-1241 Leistungsstarkes Multifunktionspapier, holzfrei ungestrichen, hohe Weiße, hohe Opazität und hohes Volumen, 80g/qm. Current Order Status: 1 Confirmed With New Date (Estimated Delivery Date: 30 Jun 2021)	1 (EA) ⓘ	29 Jun 2021	11.38 CHF	11.38 CHF
2	12312-1242 Leistungsstarkes Multifunktionspapier, holzfrei ungestrichen, hohe Weiße, hohe Opazität und hohes Volumen, 80g/qm. Current Order Status: 1 Confirmed With New Date (Estimated Delivery Date: 30 Jun 2021)	1 (EA) ⓘ	29 Jun 2021	18.00 CHF	18.00 CHF
3	12312-1239 Bürolocher NeXXt Metall, mit Anschlagsschiene aus Kunststoff, Anschlagsschiene mit farbiger Bedruckung und Fenster. Current Order Status: 1 Confirmed With New Date (Estimated Delivery Date: 30 Jun 2021)	1 (EA) ⓘ	29 Jun 2021	6.90 CHF	6.90 CHF

D

The summary of the order confirmation is displayed. If all information is correct, please click on **“Submit”**.

If you want to adjust the order confirmation, click on «Previous».

Confirmation Update

Confirmation #: OC22062021

Supplier Reference:

Line Items

Line #	Part # / Description	Qty (Unit)	Need By	Unit Price	Subtotal
1	12312-1241 Leistungsstarkes Multifunktionspapier, holzfrei ungestrichen, hohe Weiße, hohe Opazität und hohes Volumen, 80g/qm. Current Order Status: 1 Confirmed With New Date (Estimated Delivery Date: 30 Jun 2021)	1 (EA) ⓘ	29 Jun 2021	11.38 CHF	11.38 CHF
2	12312-1242 Leistungsstarkes Multifunktionspapier, holzfrei ungestrichen, hohe Weiße, hohe Opazität und hohes Volumen, 80g/qm. Current Order Status: 1 Confirmed With New Date (Estimated Delivery Date: 30 Jun 2021)	1 (EA) ⓘ	29 Jun 2021	18.00 CHF	18.00 CHF
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The status of the purchase order has changed to "Confirmed" and your order confirmation is available under "Related Documents" section and can be viewed if necessary:

Purchase Order: 4500255806 Done

Create Order Confirmation ▾
Create Ship Notice
Create Invoice ▾

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Order Detail
Order History

From:
Delica AG
 Bresteneggstrasse 4
 c/o M-Industrie AG
 SSC Accounting M-Industrie
 5033 Buchs
 AG
 Switzerland

To:
OPM 6 Ltd - TEST
 Grünaustrasse 23
 8953 Dietikon
 Zürich
 Switzerland
 Phone:
 Fax:
 Email: opm6.supplier@gmail.com

Purchase Order
(Confirmed)
4500255806
 Amount: 36.28 CHF
 Version: 1

Payment Terms ⓘ
 NET 30

Comments
 Comment Type: Terms and Conditions
 Body: Sofern keine speziellen Vereinbarungen zwischen dem Lieferanten und den M-Industrie Unternehmen vorliegen, gelten die AKB (Allgemeine Kaufbedingungen) der M-Industrie und die AGB zum Kaufvertrag für Maschine. ... [View more »](#)

Other Information
 ResponsibleBuyer: Indirekter Einkauf Delica AG, 0041 61 315 75 59, purchasing-indirect@delica.com
 Company Code: 3010
 Purchasing Unit Name: Purchasing Unit Delica AG

Routing Status: **Acknowledged**
 Related Documents: OC22062021

Ship All Items To

Delica Meilen
 Bruechstrasse 40
 8706 Meilen
 ZH
 Switzerland
 Ship To Code: 4003
 Email: ariba@mgb.ch

Bill To

Delica AG
 Bresteneggstrasse 4
 c/o M-Industrie AG
 SSC Accounting M-Industrie
 5033 Buchs
 AG
 Switzerland

Deliver To

OKöseoglu
 Delica Meilen

The order confirmation was successfully sent to DELICA AG / JOWA AG. A paper or PDF order confirmation is no longer necessary!