Outline Agreement

Types of Outline Agreement

- 1) Purchasing Contract (ME31,32,33K)
- 2) Scheduling Agreement (ME31,32,33L)
- 1) Purchasing Contract: Purchase Contract (also contract of purchase, agreement of sale, sales agreement) a legal document that gives details of the conditions when one person or company buys something from another: The terms and conditions of the transaction are stated in the purchase agreement.

Types of Purchasing Contract: -

- 1) Quantity Contract (MK)
- 2) Value Contract (WK)
- 1) Quantity Contract (MK): A quantity contract is an agreement that your customer will order a certain quantity of a product from you during a specified period. The contract contains basic quantity and price information but no schedule of specific delivery dates and quantities.
- 2) Value Contract (WK): A value contract is a legal agreement with a customer that contains the materials and services that the customer receives within a specified time period, and for a value up to a specified target value. A value contract can contain certain materials or a group of materials

Material 11001100110063 created

1) Quantity Contract: -

In purchasing Contract Quantity contract is the sub type of it. In which Quantity of material is fix with the vendor/supplier for specific time period.



Standard Document Type: - MK

<mark>Step: - 1</mark>

Path to Create the Quantity Contract: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Contract-> **ME31K - Create**

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SAP Menu	
Cross-Application Components	
Logistics	
🕆 🗁 Materials Management	
🕆 📂 Purchasing	
Purchase Order	33
Purchase Requisition	
 Outline Agreement 	
• MESIK - Create	
• ME32K - Change	
• 💬 ME33K - Display	
• Ø ME35K - Release	
 MEMASSCONTRACT - Mass Maintenance 	
Follow-On Functions	
Messages	
🕨 🧰 Scheduling Agreement	
List Displays	
Reporting	

→ We can directly put the **T-Code** in Command field. Below screen open

Create Contract	t : Initial s	Screen
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Vendor	[a
Agreement Type		_
Agreement Date	18.10.202	2
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 Subrange		
Acknowledgment Req	d	



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Email :- sonarmayur1998@gmail.com **Mo. No: -** 7744918923 → Enter the Vendor Code

→ Select the Agreement type for Quantity Contract i.e. MK (Standard)

→ Agreement date, Pur.Org, Pur. Group

Create Contract	: Initial Screen
🙇 🛎 🗋 🗋 Referenc	e to PReq 📄 Reference to RFQ
Vendor	4000002910
Agreement Type	МК
Agreement Date	18.10.2022
Agreement	
Organizational Data	
Purch. Organization	CP00
Purchasing Group	CPO
Default Data for Items	
Item Category	
Acct Assignment Cat.	
Plant	
Storage Location	
Material Group	
Req. Tracking Number	
Vendor Subrange	
Acknowledgment Requ	1

→ Then press enter. Below screen opens.



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Agreement		Company Code 5300 Purchasing Group CP0	
		Agreement Type MK Purch. Organization CPO	0
Vendor	4000002910	MH Steel & Company	
Administrative Field	s		
Agreement Date	18.10.2022	Item Number Interval 10 Subitem Interv. 1	
Validity Start	18.10.2022	Validity End 18.02.2023 Danguage EN	
Terms of Delivery a	and Payment		
Payt Terms	and Payment	Targ. Val. INR	
Payt Terms Payment in	0001 Days	Targ. Val. INR \$ Exch. Rate 1.00000 Ex.Rate Fx	
Payt Terms Payment in Payment in	0001 Days Days	Targ. Val. INR % Exch. Rate 1.00000 Ex.Rate Fx % Incoterms Incoterms	
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Terms of Delivery a Payt Terms Payment in Payment in Payment in Reference Data Quotation Date Your Reference	and Payment 0001 Days Days Days Days	Targ. Val. INR Exch. Rate 1.00000 Ex.Rate Fx Incoterms t Quotation Salesperson	
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➔ Enter the Validity of Contract & Press enter. Below screen opens

Create Contract : Item Overview												
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Vendor 4000002910	MH Steel & Company	Currency INR										
Outline Agreement Items												
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10 9013	Inventory Management Test Mat -01	1,000	EA	50.000	1	EA	004	CPMG	ROH1			
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30												

- → Enter the Material
- → Enter the Net Price, Plant & Storage Location
- → Then system will ask to enter Target Quantity. Enter it as per requirement.
- \rightarrow Then save the contract.
- → Qty contract created under the number 12479058

<mark>Step: - 2</mark>

Create the Standard PO with the reference of **Quantity Contract.**

→ Standard PO Screen Using T-Code: - ME21N



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→ Click on Document Overview On

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→ Click on selection variant

→ Select Contract. Below screen Opens.

→ Enter the Contract No in Purchasing Document.

Purchasing Documents	,		
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General selections			
Max. no. of hits	5000		
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Material Number		to	
Selection Parameters		to	
Plant		to	(
Material Short Text		to	
Supplying Plant		to	
Storage Location		to	
Material Group		to	
Purchasing Organization		to	
Purchasing Group		to	
Purchasing Document	12479058 🔍	to	
Name of Person Responsible		to	
Document Type		to	
Document Category	K		
Company Code		to	
Document Date		to	
Vendor		to	
Document Incomplete		to	



→ Execute.

Create Purch	nase Order	
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Document Overview	NB Purchaseorder -NB Header S Itm A I Material	Vendor Short Text

- → Contract will appear in Purchasing Window
- → Then click on Adopt.
- → It will take all the details from Outline Quantity Contract.
- → We need to enter only the Quantity of Material.
- → As per below screen enter the quantity & Save the PO

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\rightarrow It will take the reference of Contract.

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→ Purchase order -NB created under the number **4500026835**



<mark>Step 3: -</mark>

If we want to check the how many balance quantities in agreement.

We need to enter the T-Code: - ME33K

Path to Display Contract: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Contract-> **ME33K – Display**

→ Below screen opens. Enter the contract No. & press enter.



→ Select item & Click on Release documentation

Display Contract	: Item Overview												
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Agreement 12479058 Agr Vendor 4000002910 MH	Agreement 12479058 Agreement Type MK Agmt Date 18.10.2022												
Outline Agreement Items													
Item I A Material	Short Text	I	Targ. Qty	0	Net Price	Per	0	Mat. Grp	Plnt	SLoc	D	т	
10 9013	Inventory Management		1,000	EA	50.000	1	EA	004	CPMG	ROH1			

➔ It will show you the details of agreement with Target quantity, Balance Quantity.

Release	Orde	r Docu. fe	or Contract 124	1790	58 Item	000	10	
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PO	Item	O <mark>r</mark> der date	Order qty.	Un	PO v	alue	Curr.	
4500026835	00010	18.10.2022	500	EA	25,00	0.000	INR	
Qty. relea:	sed to	date	500	EA	25,00	0.000	INR	
Tgt. qty.			1,000	EA				
Open target	t atv.		500	EA				



<mark>Step 4: -</mark>

If we want to do change in contract by using T-Code: - ME32K

Path to Change Contract: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Contract-> ME32K - Change



→ Enter the Contract No. Do changes & Save.

NOTE: -

If we create the PO with the reference of outline agreement. If the target quantity exceeds then system not allow to create the PO.

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2) Value Contract (WK): -

In purchasing Contract Value contract is the sub type of it. In which Value of material is fix with the vendor/supplier for specific time period quantity not matters here.

Standard Document Type: - WK

<mark>Step: -1</mark>

Path to Create the Value Contract: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Contract-> **ME31K - Create**

➔ We can directly put the T-Code in Command field. Below screen open

Create Contract	: Initial Screen
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Vendor	
Agreement Type	
Agreement Date	18.10.2022
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 Subrange	
Acknowledgment Reqd	

→ Enter the Vendor Code

→ Select the Agreement type for Value Contract i.e. WK (Standard) Agreement date, Pur.Org, Pur. Group.

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🔊 😂 📋 🗋 Referen	ce to PReq 🗋 Reference to RFQ
/endor	4000002910
Agreement Type	WK Q
Agreement Date	18.10.2022
Agreement	
Organizational Data	
Purch. Organization	CP00
Purchasing Group	CPO
Default Data for Items	
Item Category	
Acct Assignment Cat.	
Plant	
Storage Location	
Material Group	
Req. Tracking Number	
Vendor Subrange	
Acknowledgment Req	d

→ Press enter
→ Enter the Validity of Contract.

→ Then system will ask to you enter the Target Value.
→ Enter the Target Value.

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Agreement	Company Code 5300 Purchasing Group CP0
	Agreement Type WK Purch. Organization CP00
Vendor	400002910 MH Steel & Company
Administrative Field	5
Agreement Date	18.10.2022 Item Number Interval 10 Subitem Interv. 1
Validity Start	18.10.2022 Validity End 18.02.2023 Language EN
Terms of Delivery a	and Payment
Payt Terms	0001 Targ. Val. 100000 INR
Payment in	Days & Exch. Rate 1.00000 Ex.Rate Fx
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Payment in	Days Net
Reference Data	
Quotation Date	Quotation
	Salesperson
Your Reference	
Your Reference Our Reference	Telephone

→ Press Enter. Below screen opens

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Cr	eat	te Contract : Ite	em Overview										
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Agree Vend Outlin	emen or ne Ag	t 4000002910 greement Items	Agreement Type WK MH Steel & Company]	Agmt Date Currency	18.10 INR	.2022						
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→ Enter the Material, Net Price, Plant & S. Location.

→ It will never ask for Target Quantity for Value Contract.

→ Save the contract.

→ Value contract created under the number 90901147

Step: -2

→ Create the Standard PO with reference to Contract & Save.

Document Overview Off Hold Park Processorier -NB Vendor 4000002910 MH Steel & Company Doc. date 18.10.2022 Document Overview Hader 4000002910 MH Steel & Company Doc. date 18.10.2022 Purchaseorder -NB Vendor 4000002910 MH Steel & Company Doc. date 18.10.2022 Purchaseorder -NB Vendor 4000002910 MH Steel & Company Doc. date 18.10.2022 Purchaseorder -NB Vendor 9098 Optics Diffuser 0 (C Delv. Date Net Price Curr Per O Matl Group Pint Stor. Location B 10 9098 Optics Diffuser 50EA 18.10.2022 50.000 DIN 1 18.4 004 CPMG ROH1 4 Purchase 10 9098 Optics Diffuser 50EA 18.10.2022 50.000 DIN 1 18.4 004 CPMG ROH1 4 Variation of the state of	R .	Create Purchase Order									
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		Directorial 2000cing	or not not not with								

→ Purchase order -NB created under the number 4500026836

<mark>Step: -3</mark>

If we want to check the how many balance value in agreement.

We need to enter the T-Code: - ME33K

Path to Display Contract: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Contract-> **ME33K – Display**

→ Below screen opens. Enter the contract No. & press enter.

→ Select item & Click on Release documentation

Release	Orde	r Docu. fo	or Contract 90	9011	147 Item 00010
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PO	Item	Order date	Order qty.	Un	PO value Curr.
4500026836	00010	18.10.2022	50	EA	2,500.000 INR
Qty. relea:	sed to	date	50	EA	2,500.000 INR

NOTE: -

If we create the PO with the reference of outline agreement. If the target Value exceeds then system not allow to create the PO.

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2) Scheduling Agreement (ME31,32,33L): -

A scheduling agreement is a long-term outline agreement between the vendor and the ordering party over a predefined material or service, which are procured on predetermined dates over a framework of time.

Standard Document Type: - LP

<mark>Step: - 1</mark>

Path to Create Scheduling Agreement: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Scheduling Agreement -> Create -> **ME31L -Vendor Known**

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Email :- sonarmayur1998@gmail.com Mo. No: - 7744918923 → We can directly put the T-Code in Command field. Below screen open

 \rightarrow By click on it below screen opens.

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	ce to PReq		
/endor	400000291	0	
Agreement Type	LP Q		
Agreement Date	18.10.202	2.	
Agreement			
Organizational Data			
Purch. Organization	CP00		
Purchasing Group	CPO		
Default Data for Items			
Item Category			
Acct Assignment Cat.			
Plant	CPMG		
Storage Location	ROH1		
Material Group			
Req. Tracking Number			
Req. Tracking Number Vendor Subrange			

→ Enter the Vendor, Agreement Type for Scheduling (LP) Standard, Enter date.

→ Enter Pur. Org, Pur Group, Plant & Storage Location

→ Then press enter. Below screen opens.

Create Scho		greement : H	andar [)afa		
create Sche	auning Ag	greement . m	eauer D	rala		
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Agreement		Company Code	5300	Purchas	sing Group	CPO
		Agreement Type	LP	Purch.	Organization	CPOO
Vendor	4000002910	MH Steel & Compa	any			
Administrative Field	s					
Agreement Date	18.10.2022	2 Item Number In	terval	10 Sub	item Interv.	1
Validity Start	18.10.2022	2 Validity End	18.02	.2023 🗇 an	guage	EN
Terms of Delivery a	ind Payment			•		
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Payment in	Days Ne	et				
Reference Data		_				
Ouotation Date		Quotation				
Quotación Ducc		Salespersor	n			
Your Reference						
Your Reference Our Reference		Telephone				

→ Enter the validity of scheduling. Press enter
 → Below screen opens. Enter the Material, Target Quantity, Net Price

	Creat	te S	Scheduling Agre	ement : Item O	vervie	w									
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	20								<u> </u>			CPMG	ROH1		
	30											CPMG	ROH1		
	40				n							CPMG	ROH1		
	50											CPMG	ROH1		
	60	+++								-		CPMG	ROH1		
	70	++-								-		CPMG	ROH1		
	00											CDVC	DOUN		

 \rightarrow Save the contract.

→ Scheduling agreement created under the number 5000073397.

<mark>Step: - 2</mark>

After the schedule agreement we need to maintain the schedule of material as per requirement. **By using T-Code: - ME38**

Path to Create Schedule: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Scheduling Agreement-> Delivery Schedule -> ME38 – Maintain

➔ By click on this below screen opens. Enter the agreement No. here

Ø	▼
Maintail	n Sch. Agmt Schedule : Initial Screen
2	
Agreement	5000073397

→ Press enter. Below screen opens.

Raintain Sch. Agmt Schedule : Item Overview												
	🖪 🖬 🖪											
Agreemen	nt	5000073397	Agreement Type	LP	Agmt Date	18.10.2022						
/endor		4000002910	MH Steel & Compar	ny	Currency	INR						
Sch. Agre	ement Ite	ms					1					
ch. Agre Item	ement Ite Material	ms	Short Text	Targ. Qty	0	Open Target Qty	0	Mat. Grp	PInt	SLoc	D	I
Item	ement Ite Material	ms	Short Text Optics Diffuser	Targ. Qty	0 900 EA	Open Target Qty 900	0 EA	Mat. Grp 004	PInt CPMG	SLoc ROH1	D	I
Item	ement Ite Material	ms	Short Text Optics Diffuser	Targ. Qty	0 900 EA	Open Target Qty 900	0 EA	Mat. Grp 004	PInt CPMG	SLoc ROH1	D	I
ch. Agre Item	Material	ms	Short Text Optics Diffuser	Targ. Qty	0 900 EA	Open Target Qty 900	0 EA	Mat. Grp 004	Pint CPMG	SLoc ROH1	D	I
ch. Agre Item	Material	ms	Short Text Optics Diffuser	Targ. Qty	0 900 EA	Open Target Qty 900	0 EA	Mat. Grp 004	PInt CPMG	SLoc ROH1	D	I
Sch. Agre Item	ement Ite Material	ms	Short Text Optics Diffuser	Targ. Qty	0 900 EA	Open Target Qty 900	0 EA	Mat. Grp 004	PInt CPMG	SLoc ROH1	D	I

→ Select the item & click on Delivery Schedule.

📃 Maint	ain Sch. Agi	mt Schedu	le : De	livery Sche	dule for	Item 00
▶ 🔉						
Agreement	5000073397	(Quantity			0 EA
Material	9098	(Optics Diff	user		
Last Transm.	00:	:00:00	lext Trans	mission Number	1	
Cum. Rec. Qty		0 (Old Qty			0
C Delivery Date	Scheduled Q	uantity Time	F C St.D	elDate Purchas	se Item	Cum. Sch. Q
D 18.10.2022		300				
D 28.10.2022		300				
D 08.11.2022		300				
		_				
		Ľ				

- → Enter the Delivery Date & Schedule Quantity as per your plan.
- \rightarrow Save the Schedule.
- → Scheduling agreement 5000073397 changed

<mark>Step: -3</mark>

If we want to display our schedule agreement by using T-Code: - ME33L

Path to Display Schedule Agreement: -

SAP Menu-> Logistics-> Materials Management-> Purchasing-> Outline Agreement-> Scheduling Agreement-> **ME33L – Display**

→ Enter the agreement No & press enter.

→ Select the item & click on **Delivery Schedule**.

2	Display Scheduling Agreement : Item Overview																	
	🗈 🗈 🖶 🛎 📰 🏖 🏴 🗁 📓 😪 👪 🖹 拱 🌆 🚾 🖾 Account Assignments																	
Ag Ve Ou	reem ndor tline	ent Aare	eement	5000073397 Agr 4000002910 MH Items	eement Type IP Steel & Company		Agmt Date Currency	18 IN	.10. R	2022								
	Item	I	A Mate	erial	Short Text	I	Targ. Qty		0	Net Price		Per	0	Mat. Grp	Pint	SLoc	D	т
	10		9098	3	Optics Diffuser			900	EA		20.000	1	EA	004	CPMG	ROH1		

	Display Scheduling Agreement : Delivery Schedule for Item 00010												
	∞ ►												
	Agreement 5000073397 Quantity 900 EA												
	Material 9098 Optics Diffuser												
1	Last Transm. 00:00:00 Next Transmission Number 1												
4	Cum. Rec. Qty				0			Old Qty			0		
4	C Delivery D	Sche	eduled Quantity	Т	Time	F	С	St.DelDate	Purchase	Item	Cum. Sch. Qty	Prev. CQ	
I	18.10.2022		3	00			R	18.10.2022			300		
I	28.10.2022		3	00			R	28.10.2022			600		
I	08.11.2022		31	00			R	08.11.2022			900		

→ As per this schedule vendor will supply material.
 → In case vendor gives more than schedule quantity system

➔ In case vendor gives more than schedule quantity system will not accept the material more the scheduling agreement.

