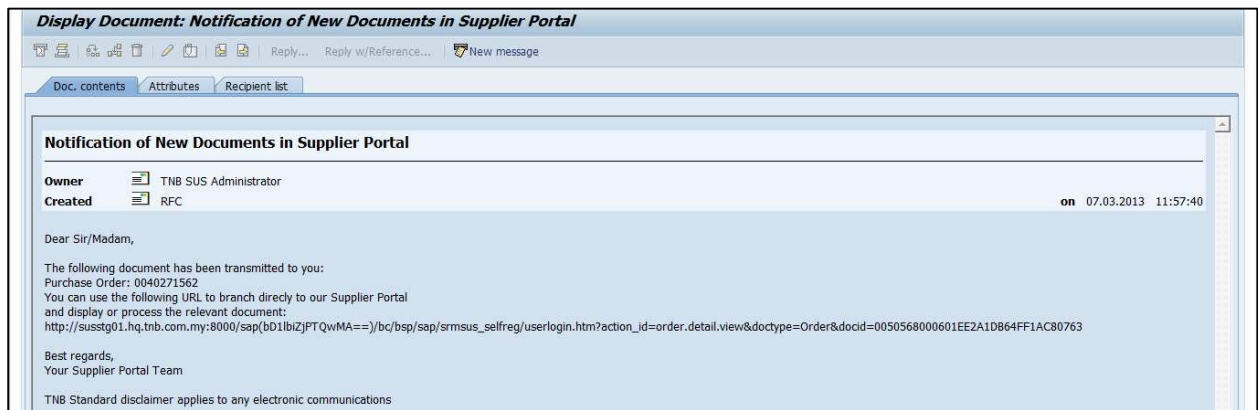


Title: <b>Purchase Order Response (Supplier)</b>		No. Rujukan: <b>MAT-UM001-02</b>	
Link: <a href="http://sus.tnb.com.my/portal">http://sus.tnb.com.my/portal</a>		Transaction Code: <b>N/A</b>	
Version Control	Version: <b>02</b>	Date: <b>Mac 2013</b>	
	Amendment: -	Date: -	
			Page: <b>1/4</b>

### 2.2.2.2 Purchase Order Response.



Note: Supplier will get email notification once TNB release the PO.

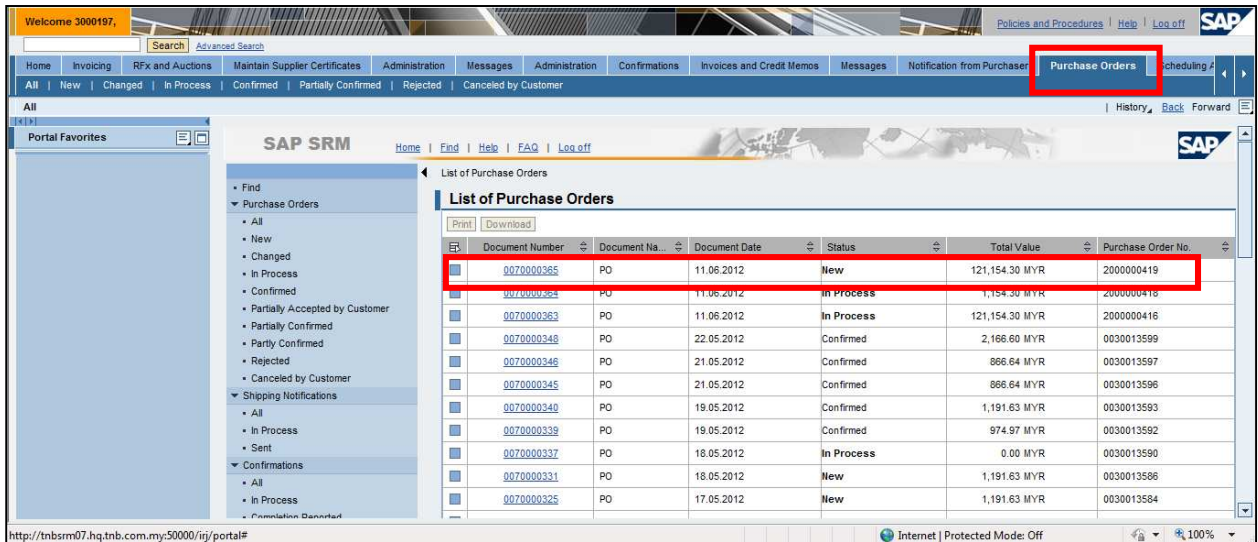


2.2.2.2.1. Login to Portal using the URL link: <http://sus.tnb.com.my/portal>

2.2.2.2.2. Fill in the information and click on  button. The Supplier Portal screen will be displayed.

Description	Value
User Id	<Enter the User Id>
Password	<Enter the Password>

Title: <b>Purchase Order Response (Supplier)</b>		No. Rujukan: <b>MAT-UM001-02</b>	
Link: <a href="http://sus.tnb.com.my/portal">http://sus.tnb.com.my/portal</a>		Transaction Code: <b>N/A</b>	
Version Control	Version: <b>02</b>	Date: <b>Mac 2013</b>	
	Amendment: <b>-</b>	Date: <b>-</b>	
		Page: <b>2/4</b>	

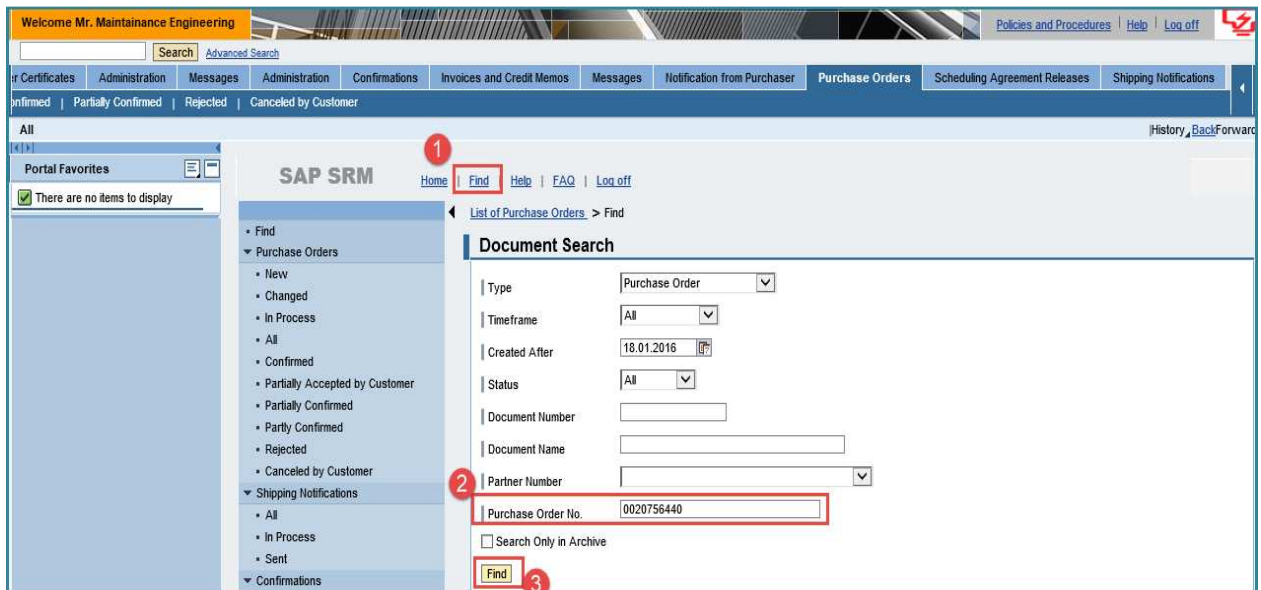


2.2.2.2.3 Click on **Purchase Orders** tab to display the List of Purchase Orders.

2.2.2.2.4 At the Document Number column, click on the Document Number to select the required PO.

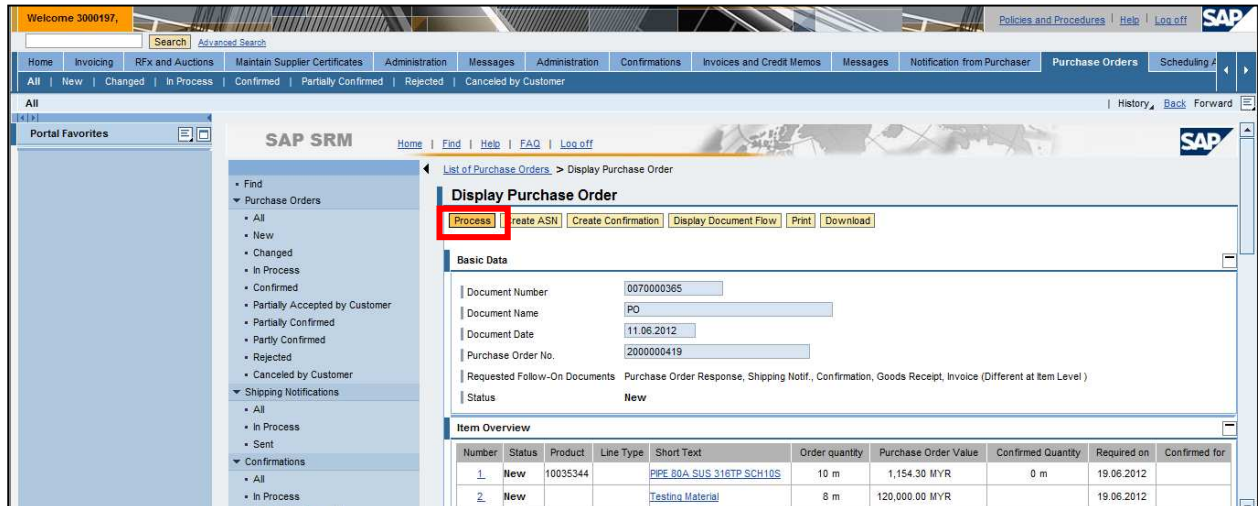
**OR**

Alternatively, one can use Find Functionality, besides Home functionality and enter the Purchase Order no. e.g. 0020032599 (ensure that the PO no. is of 10 digit).



Title: <b>Purchase Order Response (Supplier)</b>		No. Rujukan: <b>MAT-UM001-02</b>	
Link: <a href="http://sus.tnb.com.my/portal">http://sus.tnb.com.my/portal</a>		Transaction Code: <b>N/A</b>	
Version Control	Version: <b>02</b>	Date: <b>Mac 2013</b>	
	Amendment: -	Date: -	
			Page: <b>3/4</b>

Purchase Order screen will be displayed



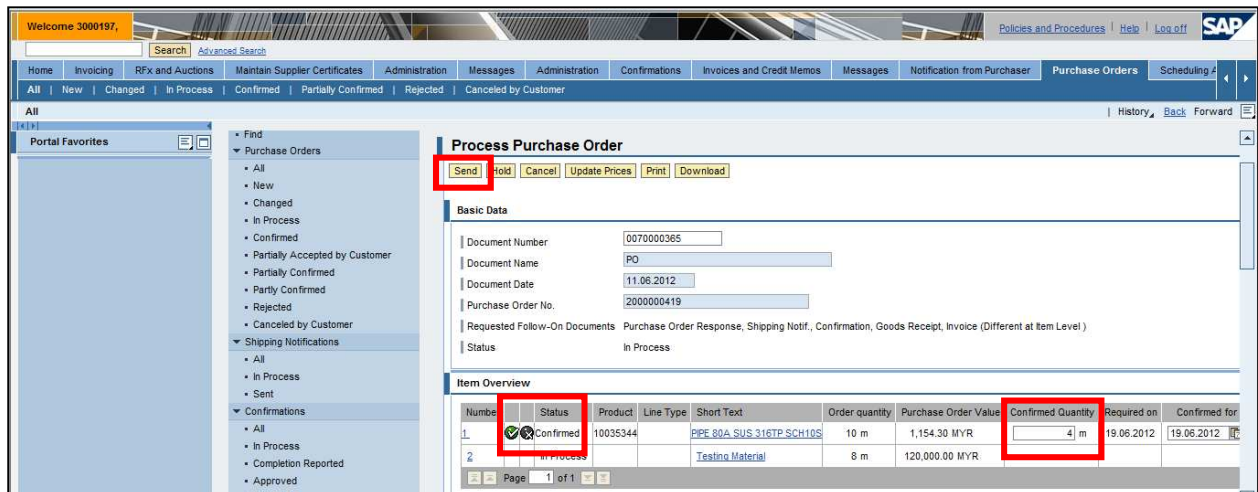
The screenshot shows the SAP SRM interface for displaying a purchase order. The 'Process' button is highlighted with a red box. The 'Basic Data' section shows the following information:

- Document Number: 0070000365
- Document Name: PO
- Document Date: 11.06.2012
- Purchase Order No.: 2000000419
- Status: New

The 'Item Overview' table is as follows:

Number	Status	Product	Line Type	Short Text	Order quantity	Purchase Order Value	Confirmed Quantity	Required on	Confirmed for
1.	New	10035344		PIPE 80A SUS 316TP SCH10S	10 m	1,154.30 MYR	0 m	19.06.2012	
2.	New			Testing Material	8 m	120,000.00 MYR		19.06.2012	


2.2.2.2.5 Review the item list and click on **Process** button to proceed with the PO. A *Process Purchase Order* screen will be displayed.



The screenshot shows the SAP SRM interface for processing a purchase order. The 'Send' button is highlighted with a red box. The 'Basic Data' section shows the status has changed to 'In Process'.

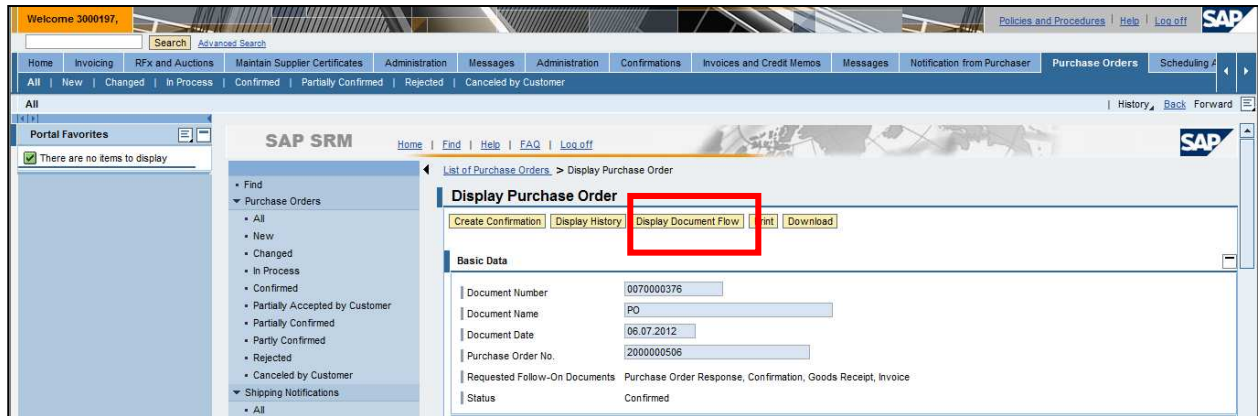
The 'Item Overview' table is as follows:

Number	Status	Product	Line Type	Short Text	Order quantity	Purchase Order Value	Confirmed Quantity	Required on	Confirmed for
1.	Confirmed	10035344		PIPE 80A SUS 316TP SCH10S	10 m	1,154.30 MYR	4 m	19.06.2012	19.06.2012
2.	In Process			Testing Material	8 m	120,000.00 MYR			

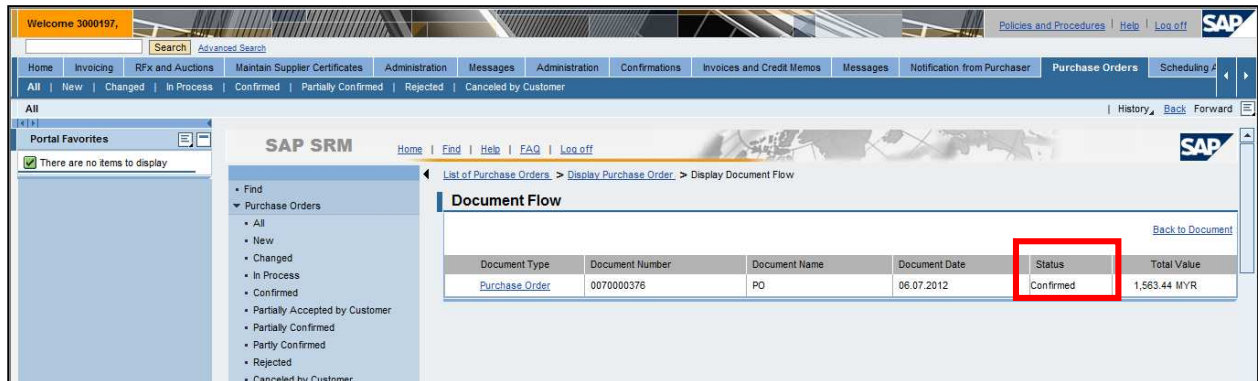
2.2.2.2.6 Enter the quantity in Confirm Quantity column and thick on  button.

2.2.2.2.7 Click on Send **Send** button to send PO response to TNB. System will prompt the *Display Purchase Order* screen.

Title: <b>Purchase Order Response (Supplier)</b>		No. Rujukan: <b>MAT-UM001-02</b>	
Link: <a href="http://sus.tnb.com.my/portal">http://sus.tnb.com.my/portal</a>		Transaction Code: <b>N/A</b>	
Version Control	Version: <b>02</b>	Date: <b>Mac 2013</b>	
	Amendment: -	Date: -	
		Page: <b>4/4</b>	



2.2.2.2.8 Click on **Display Document Flow** button to see the PO status. Screen Document Flow will be displayed



In *Document Flow* screen, system will display the status as 'Confirmed'.  
Procedure is completed.