

twofour54 Supplier Portal User Guide

RESPONSE TO RFQ/RFP

Oracle Cloud 22 D
User Manual Version 1.0

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1. INTRODUCTION

This guide is prepared to assist the suppliers to create and maintain the Supplier Profile, Create/View Invoices, submit quotations for RFQ and View Payments related to **twoFour54**.

Supplier Portal Benefits:

Sr. No.	Benefits
1	The Suppliers can maintain the profile and keep it updated with the latest Bank Details, Contacts information, Address details etc.
2	The Vendors can create and submit the Invoices online and track the status
3	The supplier can submit the quotation online and attach all RFx documents
4	The invoices are matched to correct POs
5	The Payments can be tracked easily

NOTE:

Google Chrome is the recommended browser for using the Supplier Portal.

Supplier Portal should not be used for the following actions:

- To submit a future dated invoice.

twofoure54 Contacts

If you require any support in accessing or using the supplier portal, please send an email to procurement@twofour54.com

1.1. Purpose

This document is the User Manual for the Fusion ERP Application Implementation on Cloud at twofour54 Company in UAE (For Supplier Portal).

1.2. Scope

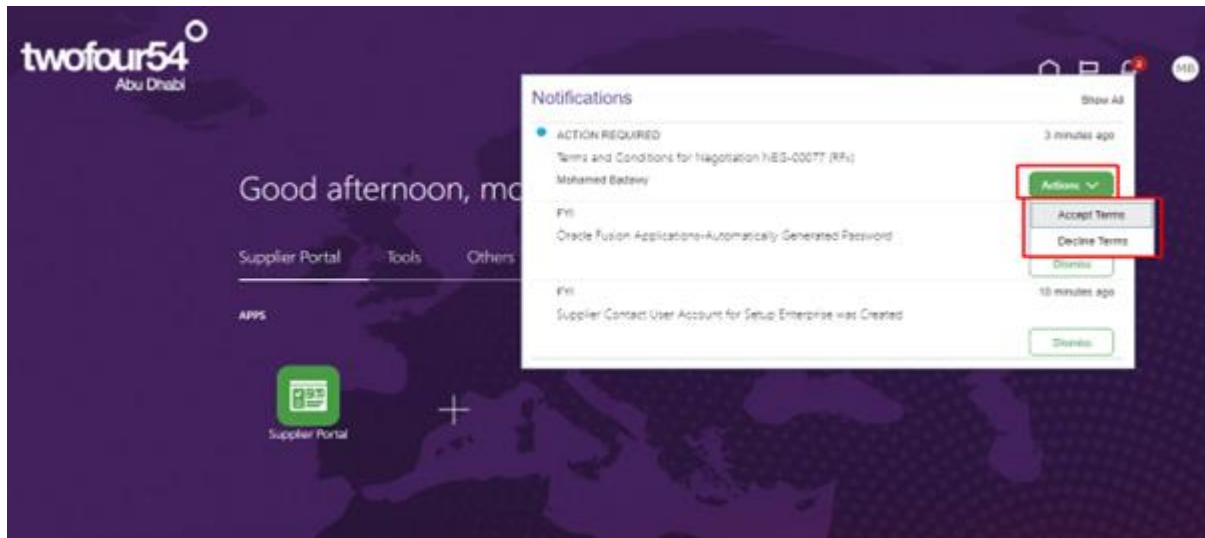
twofour54 scope of Supplier Qualification Management & Supplier Registration Implementation.

RESPONSE TO RFQ/RFP

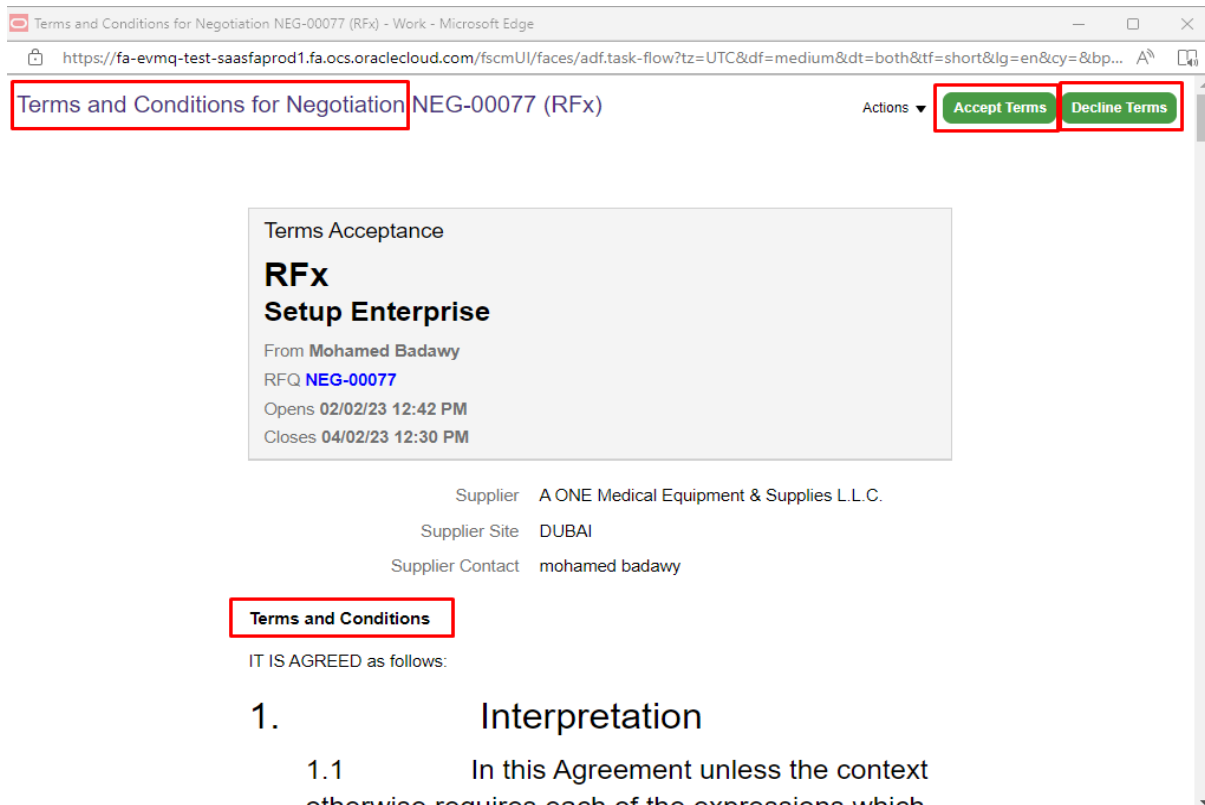
Once the RFQ/RFP is published, Supplier can respond to tender from Supplier Portal

Supplier can login to Supplier portal

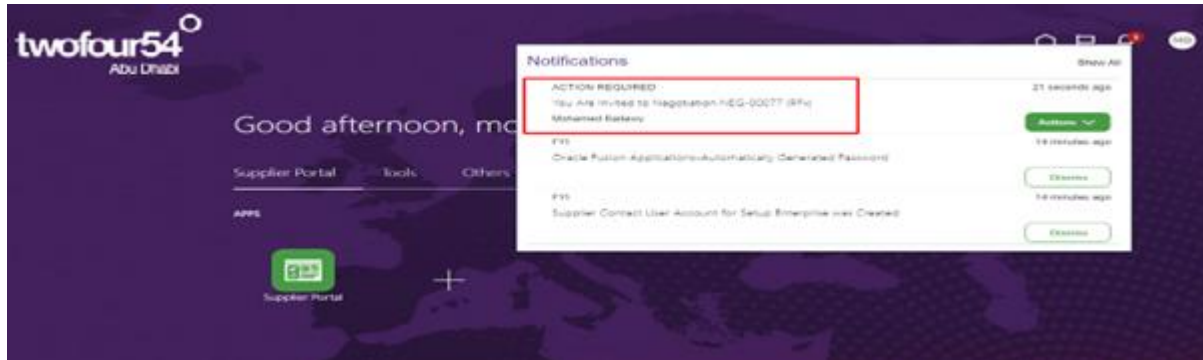
Click to Bell Icon and Accept the Terms and Conditions before seeing the negotiation



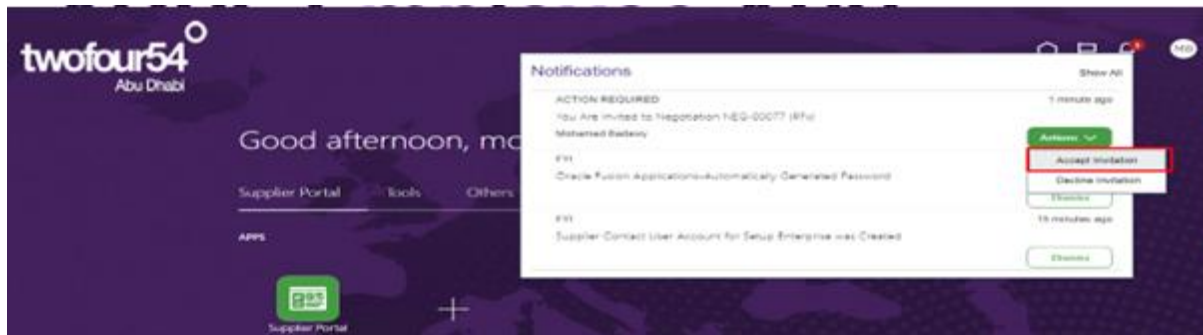
Supplier can click on the notification to read the terms and conditions before accepting.



After accepting the terms and conditions, supplier will receive the invitation to submit the quotation

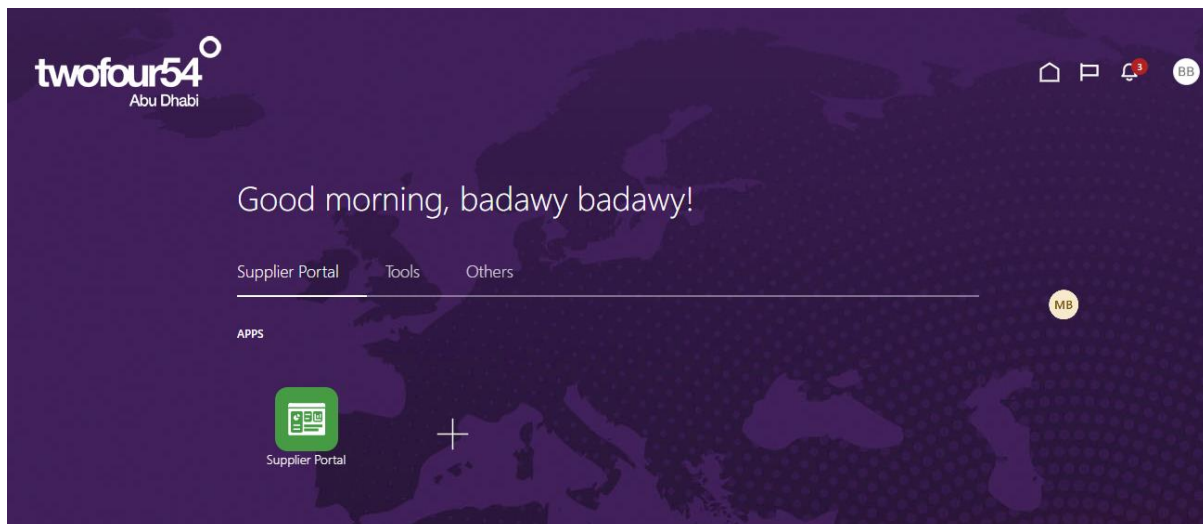


Once accepted the negotiation, Supplier can respond to negotiation

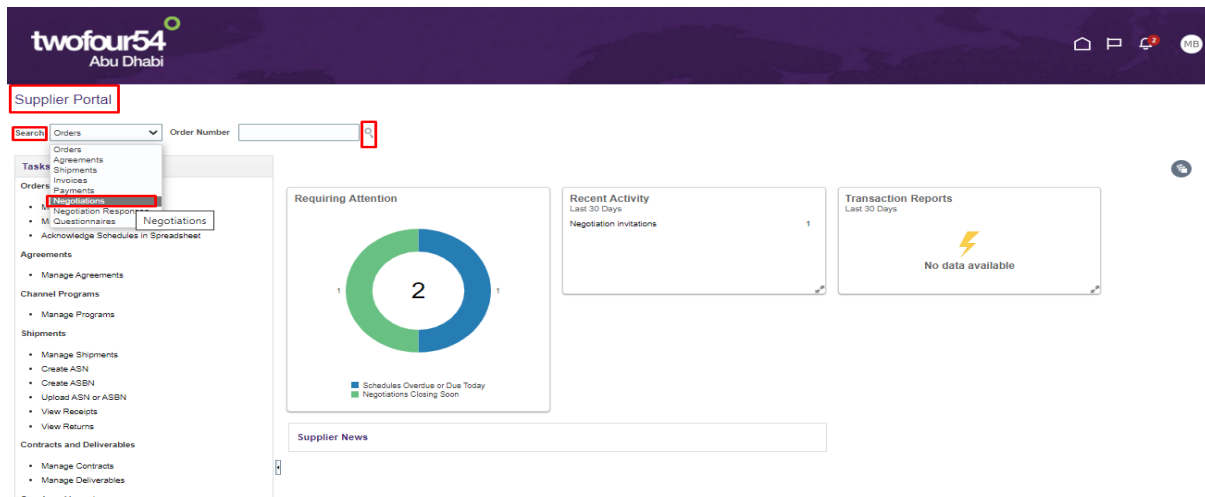


Navigation:

Home >> Supplier Portal >> Supplier Portal



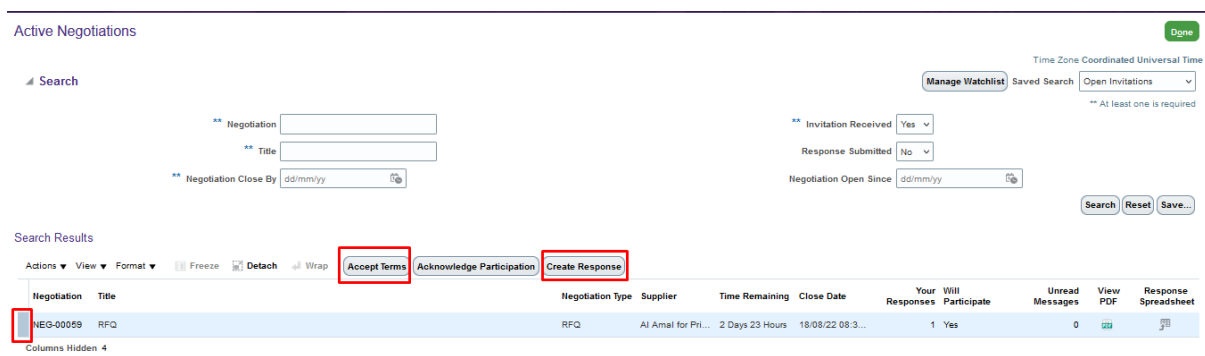
Select Negotiation from dropdown and Click to Magnifying glass for Search



Enter the necessary information and click to Search



Select Line and Click to 'Accept Terms' incase you didn't accept from notification but if you accept the terms and conditions from notification Click on "Create Response"



Click on 'Accept Terms' button to able to view the negotiation

Accept Terms and Conditions (Complex RFQ NEG-00...)

Accept the following terms and conditions before responding to this negotiation.

Title Complex RFQ Close Date 06/08/22 10:40 PM

IT IS AGREED as follows:

1. Interpretation

1.1 In this Agreement unless the context otherwise requires each of the expressions which is listed in this clause shall have the meaning set out opposite it in this clause:

Terms

- "Agreement" this agreement together with any variations or amendments to this agreement as may from time to time be agreed in writing by the Parties;
- "Authorised Persons" the persons to whom Confidential Information may be disclosed as set out in Clause 4;
- "Confidential Information" any information of any nature whatsoever disclosed (whether in writing, verbally or by any other means and whether directly or indirectly) by the Disclosing Party or by a third party on behalf of the Disclosing Party to the Receiving Party including, without limitation, any information relating to the Disclosing Party's (and/or the Disclosing Party's Group's as the case may

Attachments NDA.docx

Accept Terms Decline Terms Cancel

Click on Submit

Accept Terms and Conditions (Complex RFQ NEG-00...)

Accept the following terms and conditions before responding to this negotiation.

Title Complex RFQ Close Date 06/08/22 10:40 PM

IT IS AGREED as follows:

1. Interpretation

1.1 In this Agreement unless the context otherwise requires each of the expressions which is listed in this clause shall have the meaning set out opposite it in this clause:

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- "Agreement" this agreement together with any variations or amendments to this agreement as may from time to time be agreed in writing by the Parties;
- "Authorised Persons" the persons to whom Confidential Information may be disclosed as set out in Clause 4;
- "Confidential Information" any information of any nature whatsoever disclosed (whether in writing, verbally or by any other means and whether directly or indirectly) by the Disclosing Party or by a third party on behalf of the Disclosing Party to the Receiving Party including, without limitation, any information relating to the Disclosing Party's (and/or the Disclosing Party's Group's as the case may

Attachments NDA.docx

Accept Terms

Comment Accept

Submit Cancel

Click to 'Create Response'

Complex RFQ: NEG-00058

Messages Create Response Actions Done

Currency = UAE Dirham

Title Complex RFQ Open Date 04/08/22 10:42 PM

Status Active (Locked) Close Date 06/08/22 10:40 PM

Time Remaining 1 Day 23 Hours

Table of Contents Overview

- Overview
- Requirements
- Lines
- Contract Terms

Expand All

- General
- Terms

Title Complex RFQ

Synopsis

- Two stage evaluation

Buyer Badawy

Outcome Purchase Order

Attachments None

Time Zone Coordinated Universal Time
Al-Futtaim Electronics Company LLC - TF54

Verify the information from Overview page and Click to Next

1 2 3
Over... Lines Review

Create Response (Quote 23001): Overview ?

Messages Respond by Spreadsheet Actions Back **Next** Save Submit Cancel

Last Saved 1-6-2020 11:28 AM
Time Zone Coordinated Universal Time
Close Date 6-6-2020 10:59 AM

Title RFQ for Hospitality Items
Time Remaining 4 Days 23 Hours

General

Supplier Seven11
Supplier Site Business Bay
Negotiation Currency AED
Response Currency AED
Price Precision 2 Decimals Maximum
Response Valid Until d-m-yyyy h:mm a

Reference Number
Note to Buyer
Attachments None +

Supplier must click on 'Yes' and has to download the attachment and signed by respective person and uploaded

1 2 3 4
Overview **Requires** Lines Review

Create Response (Quote 14010): Requirements ?

Messages Respond by Spreadsheet Actions Back **Next** Save Submit Cancel

Last Saved 04/08/22 10:59 PM
Time Zone Coordinated Universal Time
Al-Futtaim Electronics Company LLC - TF54
Close Date 06/08/22 10:40 PM

Time Remaining 1 Day 23 Hours

Section 1. NDA

1. Kindly submit your signed NDA from authorized Person (Target: Yes)
Attachments **NDA.docx**
 Yes
Response Attachments None +
Comments

Evaluation Stage Technical

Supplier will enter the 'Response Price' and Click to Next

1 2 3
Over... Lines Review

Create Response (Quote 23001): Lines ?

Messages Respond by Spreadsheet Actions Back **Next** Save Submit Cancel

Currency = UAE Dirham
Last Saved 1-6-2020 11:29 AM
Time Zone Coordinated Universal Time
Close Date 6-6-2020 10:59 AM

Time Remaining 4 Days 23 Hours

Actions View Format + x Freeze Detach

Line	Description	Alternate Line Description	Create Alternate	Required Details	Category Name	Start Price	Response Price	Response Quantity	UOM	Line Amount	Promi Delive
1	Arabic Coffee-500G		+		Consumables.Hosp	12.00	11.50	1,000	Unit	11,500.00	d-m-y

Rows Selected 1 Columns Hidden 7

Grand Totals
All response lines except alternate lines are included.
Response Amount 11,500.00

Review the lines and Click to Submit

Review Response: Quote 23001

Currency = UAE Dirham

Title RFQ for Hospitality Items

Time Remaining 4 Days 23 Hours

Close Date 6-6-2020 10:59 AM

Last Saved 1-6-2020 11:33 AM
Time Zone Coordinated Universal Time

Overview **Lines**

View Format Freeze Detach Wrap

Line	Description	Alternate Line Description	Details	Category Name	Response Price	Response Quantity	UOM Name	Line Amount	Promised Delivery Date	Attachments
1	Arabic Coffee-500Gms Pkt			Consumables.Hosp	11.50	1,000	Unit	11,500.00		

Columns Hidden 8

Grand Totals

All response lines except alternate lines are included.

Response Amount 11,500.00

This will show warning message

Warning

You can submit only one response for this negotiation. Do you want to continue? (PON-2085228)

Yes No

Confirmation message will show that response to negotiation submitted

Confirmation

The response 23001 to negotiation NEG6000094 was submitted.

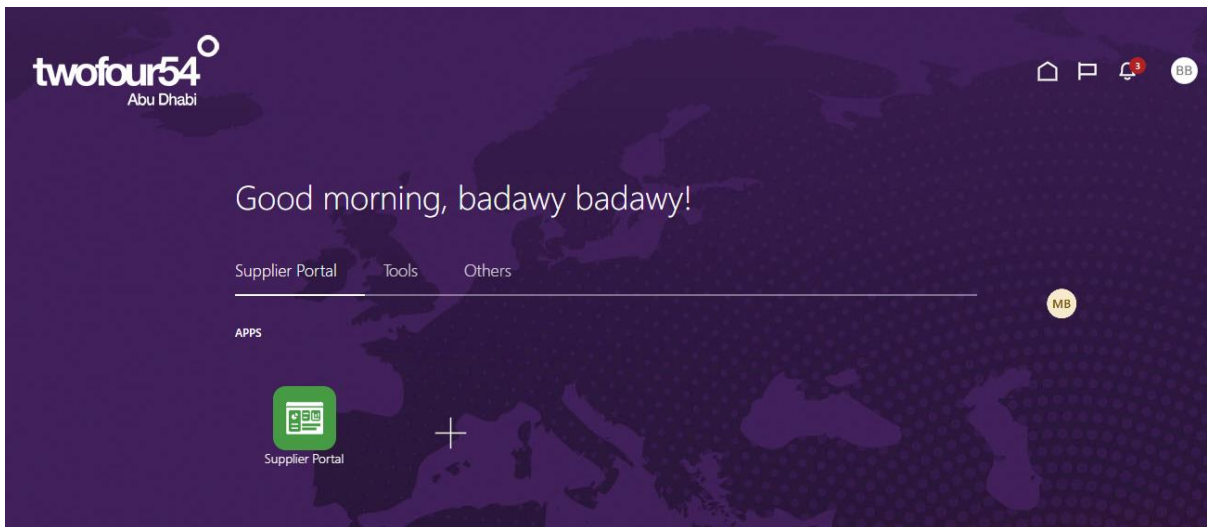
OK

2. RESPONSE TO QUALIFICATION QUESTIONNAIRE

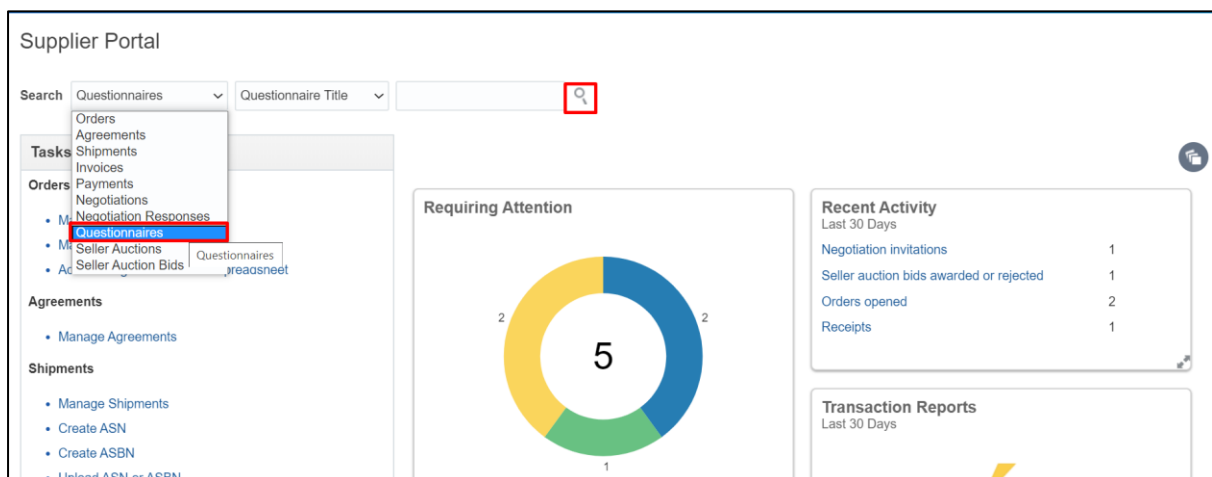
Supplier can respond to the qualification questionnaire

Navigation:

Home >> Supplier Portal >> Supplier Portal



Select Questionnaires from dropdown and Click to Magnifying glass for Search or you can access the questionnaire from Bill icon



You Are Invited to Respond to Questionnaire Qualification (INI-00068) — Mozilla Firefox (Private Browsing)

https://enia-test.fa.em8.oraclecloud.com/fscmUI/faces/adf.task-flow?tz=UTC&df=medium&dt=both&tf=short&lgl= 90%

Edit

You Are Invited to Respond to Questionnaire Qualification (INI-00068) Dismiss

Details

Assignee	Radwan Radwan	Questionnaire Title	Qualification	Supplier	Al Amal for Printing
From	Badawy	Procurement BU	Twofour54 FZ LLC	Supplier Site	AE
Assigned Date	07/08/22 10:38 PM	Response Due Date		Supplier Contact	Radwan Radwan
Expiration Date	06/09/22 10:38 PM				
Task Number	211213				

Recommended Actions

- Respond to Questionnaire

Invitation

Greetings,

You are receiving this notification from company twoFour54 Enterprise because you are the contact for supplier Al Amal for Printing (AE). We have identified your company as one that our organization would like to further evaluate, and we hope you can provide us with information that will be useful in the evaluation process.

Access the questionnaire by following the recommended actions. We look forward to receiving your response.

If you do not want to receive future notifications, or would like us to redirect this message to another person in your organization, write to us at this email address: m.badawy@tahaluf.ae

Thank you.

Badawy

Click to Search

Manage Questionnaires ? Done

Search Advanced Manage Watchlist Saved Search Requiring Attention

** At least one is required

** Questionnaire Title

** Questionnaire

** Supplier Site

** Status

** Response Due Date

** Supplier Contact

Search Reset Save...

Select the Line and Click to Respond

Manage Questionnaires Done

Search Advanced Manage Watchlist Saved Search Requiring Attention

**** Questionnaire Title**

**** Questionnaire**

**** Supplier Site**

**** Status** All

**** Response Due Date** d-m-yyyy

**** Supplier Contact**

Search Reset Save...

Search Results

Actions View Format Freeze Detach Wrap **Respond**

Questionnaire	Questionnaire Title	Supplier Site	Status	Response Due Date	View PDF
IN17	SQM_Year 2020	Business Bay	Not started		

Supplier will respond to the questions asked, also can attached the documents wherever required.

Respond to Questionnaire: Qualification Save Save and Close Submit Cancel

Time Zone Coordinated Universal Time

Questionnaire

Title	Qualification	Supplier	Al Amal for Printing	Status	Draft
Procurement BU	Twofour54 FZ LLC	Supplier Site	AE	Due Date	
Requested By	Badawy	Responder	Radwan Radwan	Attachments	None

Questions Progress Section 1. NDA-Acknowledgement & Declaration Form

NDA-Acknowledgement & Declaration Form

* 1. Please download and NDA Form (Sign and Upload as Attachment)
Attachments: NDA.docx
Response Attachments: None

* 2. Please download the Acknowledgement & Declaration Form (Sign and upload as Attachment)
Attachments: Acknowledgement & Declaration
Response Attachments: None

Section 1. NDA-Acknowledgement & Declaration Form

Once supplier responded to all questions, Click to Submit

Respond to Questionnaire: Qualification Save Save and Close **Submit** Cancel

Time Zone Coordinated Universal Time

Questionnaire

Title	Qualification	Supplier	Al Amal for Printing	Status	Draft
Procurement BU	Twofour54 FZ LLC	Supplier Site	AE	Due Date	
Requested By	Badawy	Responder	Radwan Radwan	Attachments	None

Questions Progress Section 1. NDA-Acknowledgement & Declaration Form

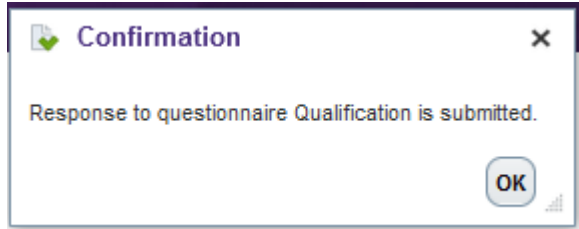
NDA-Acknowledgement & Declaration Form

* 1. Please download and NDA Form (Sign and Upload as Attachment)
Attachments: NDA.docx
Response Attachments: NDA

* 2. Please download the Acknowledgement & Declaration Form (Sign and upload as Attachment)
Attachments: Acknowledgement & Declaration
Response Attachments: Acknowledg

Section 1. NDA-Acknowledgement & Declaration Form

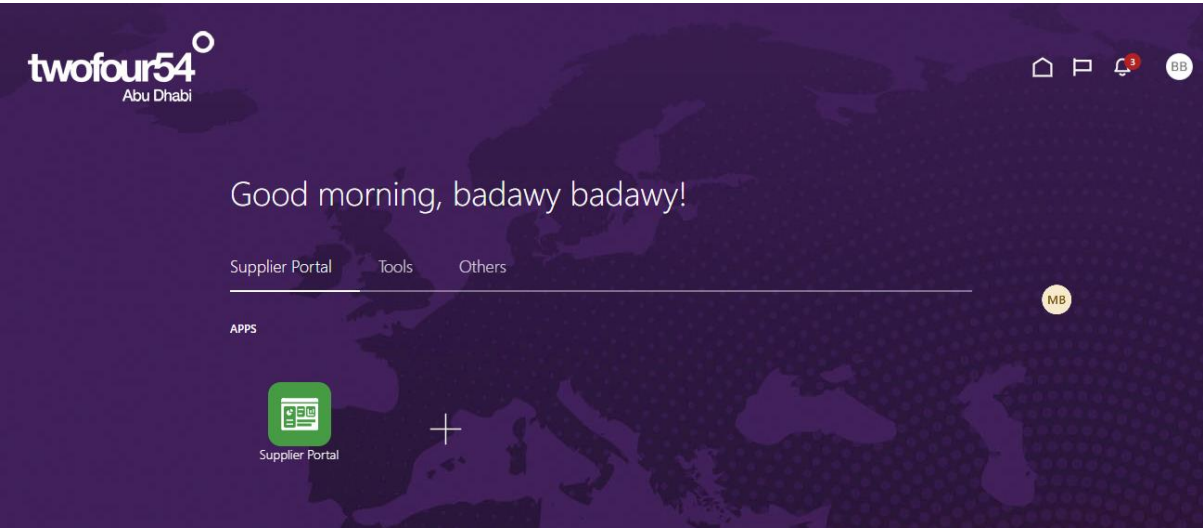
Confirmation message will show response to questionnaire submitted



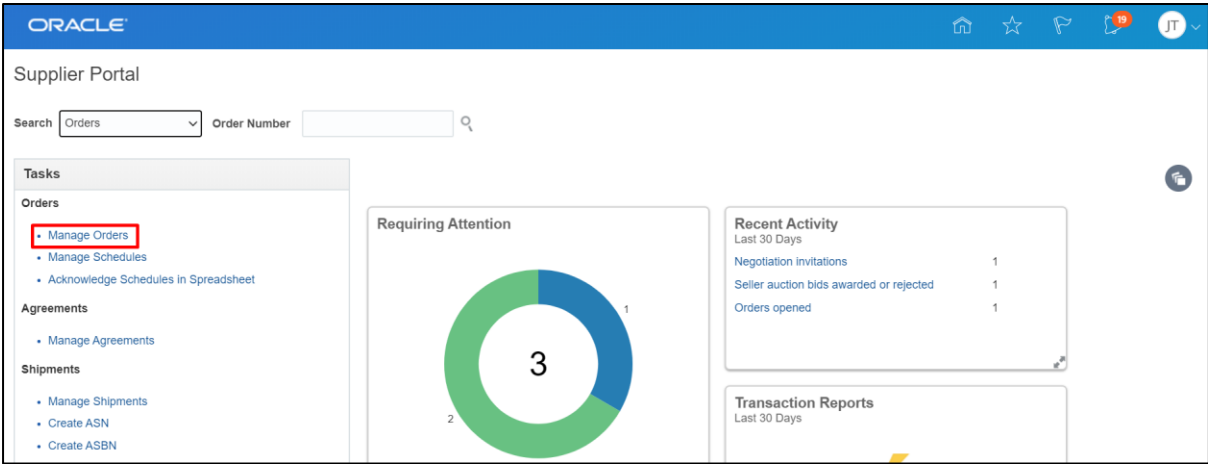
3. VIEWING ORDER

Navigation:

Home >> Supplier Portal >> Supplier Portal



Click to 'Manage Order'



Search for the Purchase Order using various criteria

Manage Orders ? Done

Headers Schedules

Search Advanced Manage Watchlist Saved Search All Orders

Sold-to Legal Entity Order

Bill-to BU ADMC Status

Supplier Site Include Closed Documents No

Search Reset Save...

Search results shows the details of the POs created for the supplier logged in

Manage Orders ? Done

Headers Schedules

Search Advanced Manage Watchlist Saved Search All Orders

Search Results

Actions View Format Freeze Detach Wrap

Order	Order Date	Description	Supplier Site	Buyer	Ordered	Currency	Status	Life Cycle	Creation Date
PO-00034	15/07/22		AE	Badawy	100.00	AED	Open		15/07/22
PO-00011	11/05/22	fffffffoihalkfaskfd	AE	Badawy	11,106.00	AED	Open		28/04/22

Columns Hidden 25

Click on the link of the PO for which you want to see details

Manage Orders ? Done

Headers Schedules

Search Advanced Manage Watchlist Saved Search All Orders

Search Results

Actions View Format Freeze Detach Wrap

Order	Order Date	Description	Supplier Site	Buyer	Ordered	Currency	Status	Life Cycle	Creation Date
PO-00034	15/07/22		AE	Badawy	100.00	AED	Open		15/07/22
PO-00011	11/05/22	fffffffoihalkfaskfd	AE	Badawy	11,106.00	AED	Open		28/04/22

Columns Hidden 25

View the details of Purchase order

Supplier can download PO PDF by clicking on the button and PDF file will be downloaded

Purchase Order: PO-00034 [?](#)

[Acknowledge](#)
[View PDF](#)
[Actions](#)
[Refresh](#)
[Done](#)

Order Life Cycle

Order Life Cycle	Amount (AED)
Ordered	100
Received	0
Delivered	0
Invoiced	0

[View Details](#)

Main

General

Sold-to Legal Entity	TwoFour54 FZ LLC	Supplier	Al Amal for Printing	Ordered	100.00 AED
Bill-to BU	TwoFour54 FZ LLC	Supplier Site	AE	Description	
Order	PO-00034	Supplier Contact	Radwan Radwan	Source Agreement	
Status	Open	Bill-to Location	twofour54 FZ LLC	Supplier Order	
Buyer	Badawy	Ship-to Location	twofour54 FZ LLC	Master Contract	
Creation Date	15/07/22				

Terms Notes and Attachments

Required Acknowledgment	None	Shipping Method	— Requires signature
Payment Terms	Immediate	Freight Terms	— Pay on receipt
		FOB	— Confirming order

Additional Information

Purchase Document Type Blanket Purchase Agreement

Supplier can view the Line level Information

Lines Schedules

[Actions](#)
[View](#)
[Format](#)
[Freeze](#)
[Detach](#)
[Wrap](#)

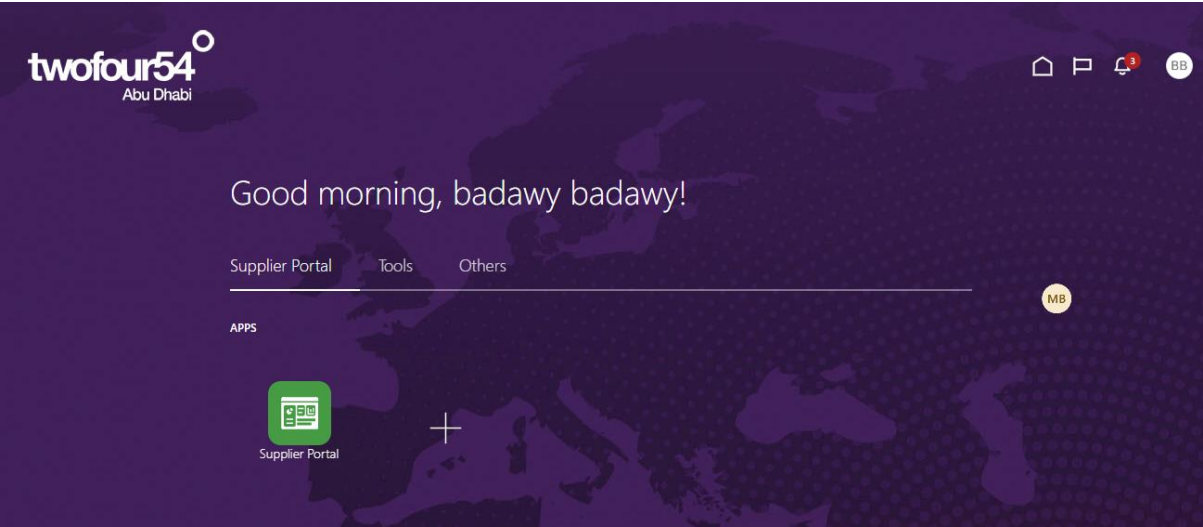
Line	Item	Description	Quantity	UOM	Price	Ordered	Status
1	ECH0000002	Tea Bags-(100Nos-Pkt)	1,000	Unit	9.587	9,587.00	

4. VIEWING OF RECEIPTS

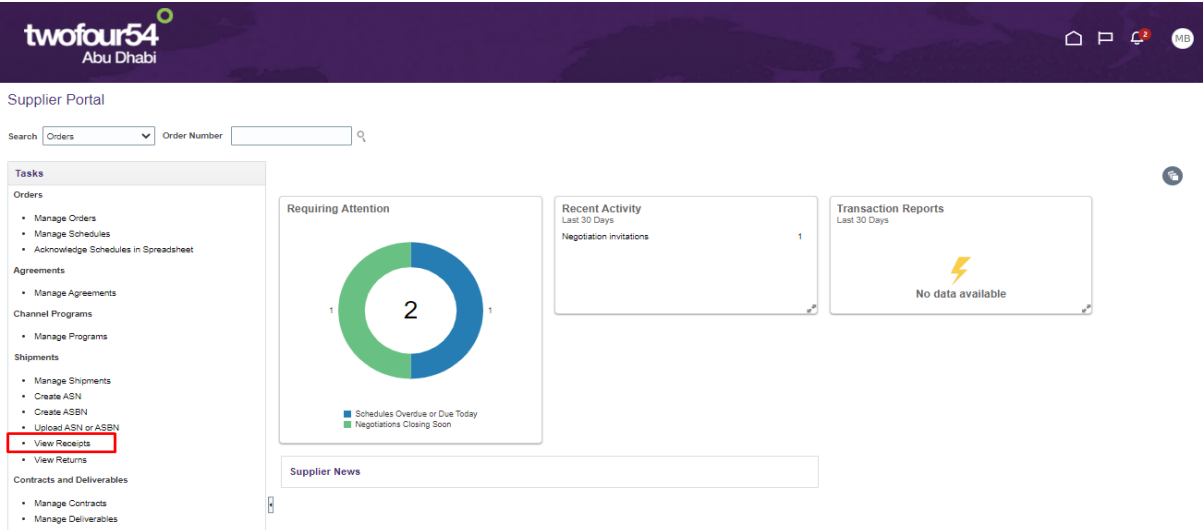
Supplier can view the receipt for the purchase order

Navigation:

Home >> Supplier Portal >> Supplier Portal



Click to 'View Receipts'



Search for the PO

View Receipts Done

Search Advanced Saved Search All Receipts ▾

**** Receipt**

Organization

**** Purchase Order**

Supplier Item

**** Shipment**

**** Item**

**** Receipt Date** 1-6-2020 - 1-6-2020

** At least one is required

Search Reset Save...

Click on the receipt link to view details

Search Advanced Saved Search All Receipts ▾

**** Receipt**

Organization

**** Purchase Order**

Supplier Item

**** Shipment**

**** Item**

**** Receipt Date** 1-6-2020 - 1-6-2020

** At least one is required

Search Reset Save...

Search Results

View ▾

Receipt	Receipt Date	Organization	Shipment	Ship Date	Purchase Order	Invoice	Packing Slip	Bill of Lading	Supplier Site
59	1-6-2020 12:00 ...	Main Central Store			LPO1000221				Business Bay

Supplier can see the details of the receipt

Receipt: 59 Social View Transaction History Done

Summary

Supplier Seven11	Packing Slip
Shipment	Waybill
Shipped Date	Bill of Lading
Shipping Method	Note
Number of Supplier Packing Units	Attachments None
Supplier Site Business Bay	

► Additional Information

Lines

Actions ▾ View ▾

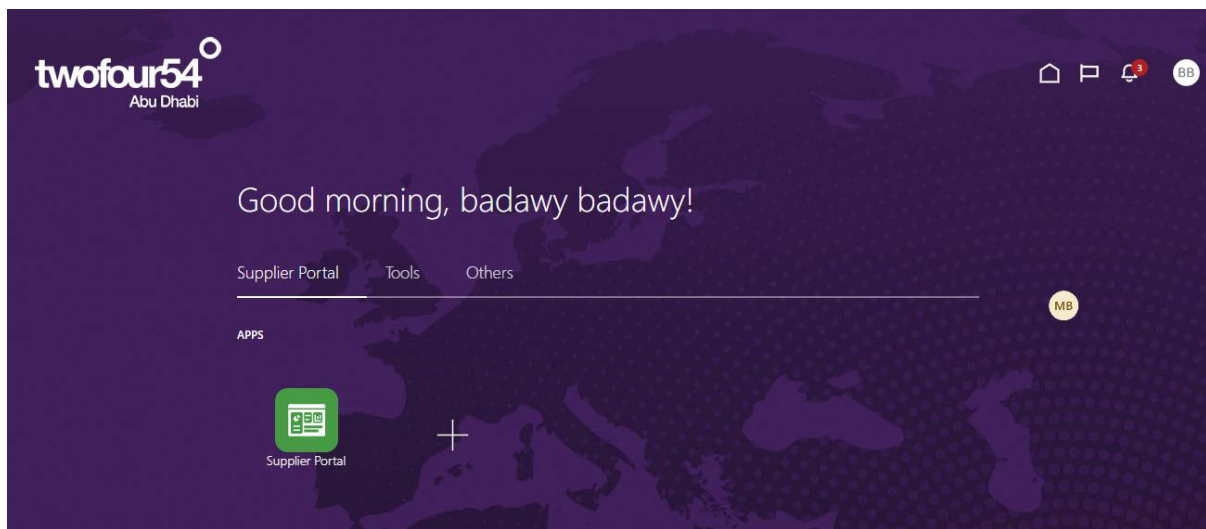
Item	Item Description	Document Type	Document Number	Quantity				UOM Name	Currency	Receipt Date
				Ordered	Returned	Net Received	Rejected			
ECH0000002	Tea Bags-(100N...	Purchase order	LPO1000221	1,000	0	200	0 Unit		1-6-2020 1:11 PM	

5. VIEWING OF RETURN RECIEPTS

Supplier can view the receipt for the purchase order

Navigation:

Home >> Supplier Portal >> Supplier Portal



Click to 'View Returns'

Supplier Portal

Search Order Number

Tasks

Orders

- Manage Orders
- Manage Schedules
- Acknowledge Schedules in Spreadsheet

Agreements

- Manage Agreements

Shipments

- Manage Shipments
- Create ASN
- Create ASBN
- Upload ASN or ASBN
- View Receipts
- View Returns

Requiring Attention

Requiring Attention

4

■ Schedules Overdue or Due Today
■ Negotiations Closing Soon

Recent Activity

Last 30 Days

Negotiation invitations	1
Seller auction bids awarded or rejected	1
Orders opened	2
Receipts	1

Transaction Reports

Last 30 Days

⚡
No data available

Search for the PO

View Returns Done

Search Advanced Saved Search All Returns ▾

**** Receipt**

Organization

**** Purchase Order**

Supplier Item

**** Shipment**

RMA

** At least one is required

Search Reset Save...

Click on the receipt link to view details

View Returns Done

Search Advanced Saved Search All Returns ▾

**** Receipt**

Organization

**** Purchase Order**

Supplier Item

**** Shipment**

RMA

** At least one is required

Search Reset Save...

Search Results

View ▾

Receipt ▾	Organization	Purchase Order	Shipment	RMA	Return Date	Item	Supplier Item	Item Description	Received Quantity	Return Quantity	UOM Name
59	Main Central...	LPO1000221			1-6-2020 1:23 PM	ECH0000002		Tea Bags-(10...	200	100	Unit

Supplier can see the details for the return quantity

Receipt: 59 Social View Transaction History Done

Summary

Supplier Seven11	Packing Slip
Shipment	Waybill
Shipped Date	Bill of Lading
Shipping Method	Note
Number of Supplier Packing Units	Attachments None
Supplier Site Business Bay	

► Additional Information

Lines

Actions ▾ View ▾

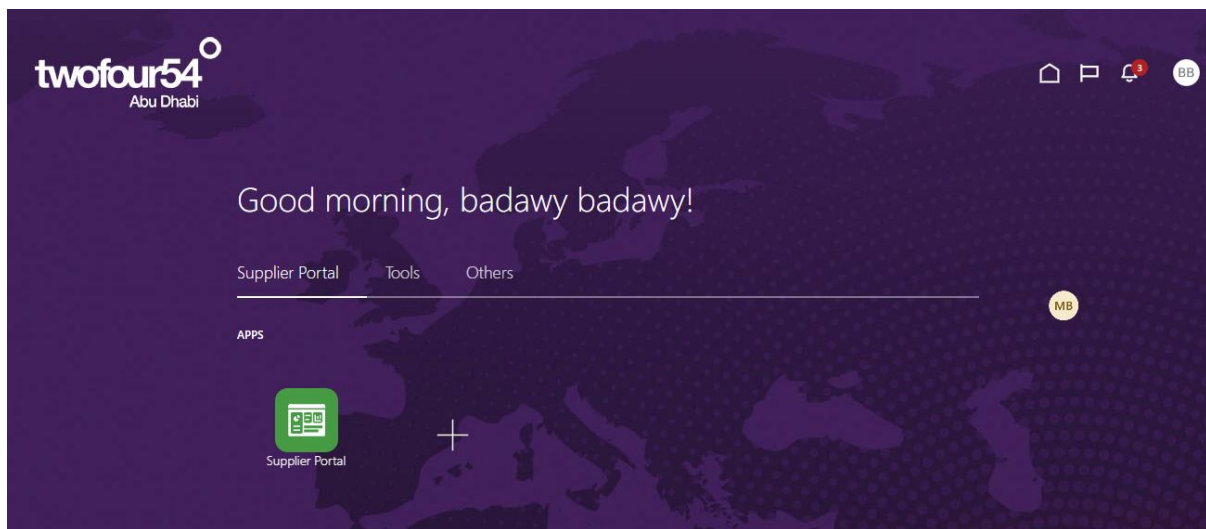
Item	Item Description	Document Type	Document Number	Quantity			UOM Name	Currency	Receipt Date
				Ordered	Returned	Net Received			
ECH0000002	Tea Bags-(100N...	Purchase order	LPO1000221	1,000	100	100	0 Unit		1-6-2020 1:11 PM

6. CREATION OF INVOICE

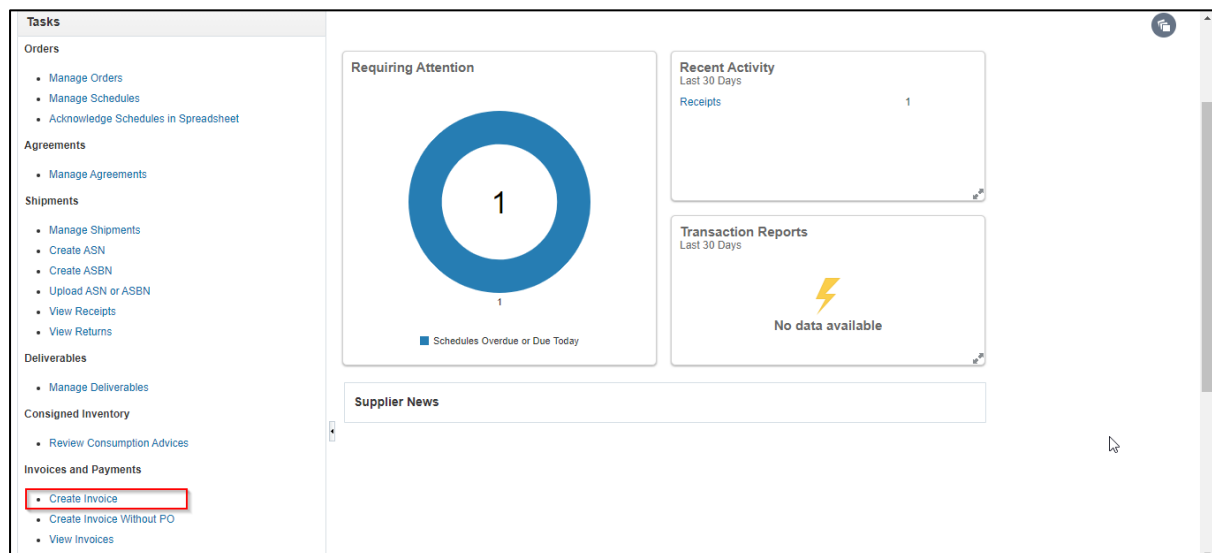
Once receipt/Completion Certificate is created supplier can Initiate Invoice

Navigation:

Home >> Supplier Portal >> Supplier Portal



Click on "Create Invoice"



Once user click on Create Invoice It will navigate Supplier to Create Invoice page

1. Supplier need to select the PO from the dropdown in Identifying PO field
On the basis of that site and taxpayer ID will be defaulted.

2. Enter the Invoice Number
3. Enter the date

Once Header detail is entered scroll down to the Items/Line level
And click on “+” Icon

Lines

View + - Cancel Line

* Number	* Type	Purchase Order			Consumption Advice		Supplier Item	Item Description	Ship-to Location	Tax Classification	Available Quantity	Quantity	Unit Price	UOM
		* Number	* Line	* Schedule	Number	Line								
No data to display.														

Summary Tax Lines

View + -

Line	Regime	Tax Name	Tax Jurisdiction	Tax Status	Rate Name	Percentage	Per Unit	Amount
No data to display.								

Once supplier click on “+” Icon at the item/Line level it will navigate supplier to the PO Line detail information,
Supplier need to select the Lines for which Invoice need to be created and click on Apply
Then ok

Select and Add: Purchase Orders

Search Advanced Saved Search

** Purchase Order ** Consumption Advice

** Creation Date

Search Reset Save...

Search Results

View

Purchase Order			Consumption Advice		Supplier Item Number	Item Description	Ship-to Location	Ordered
Number	Line	Schedule	Number	Line				
PO-22-TF54...	1	1				FA-Laptops Assets	twofour54 FZ LLC	10

Apply OK Cancel

Once lines are added in the Invoice supplier need to click on submit

Create Invoice

Invoice Actions

Identifying PO PO-22-TF54-00078

Supplier A ONE Medical Equipment & Supplies L.L.C.

Taxpayer ID

Supplier Site DUBAI

Address DEIRA, DUBAI

Supplier Tax Registration Number

Remit-to Bank Account

Unique Remittance Identifier

Unique Remittance Identifier Check Digit

Description

Attachments None

Tax Control Amount

Number PO-22-TF54-00078132

Date 02/02/23

Type Invoice

Invoice Currency AED - UAE Dirham

Payment Currency AED - UAE Dirham

Customer

Customer Taxpayer ID B.L.5/22

Name Twofour54 FZ LLC

Address

Lines

View

* Number	* Type	Purchase Order			Consumption Advice		Supplier Item	Item Description	Ship-to Location	Tax Classification	Available Quantity	Quantity	Unit Price	UOM
* Number	* Line	* Schedule	Number	Line										
1	Item		PO-22-T...	1	1		FA-Laptops Assets	twofour54 FZ L	VAT INPUT ST		5	5	2000	Each
Total														

Summary Tax Lines

Line	Remise	Tax Name	Tax Jurisdiction	Tax Status	Rate Name	Percentage	Per Unit	Amount
------	--------	----------	------------------	------------	-----------	------------	----------	--------

Once user click on submit, supplier will receive confirmation message box,
Then Click "OK"

twofour54 Abu Dhabi ✓ Tax is calculated. Review the tax lines, make necessary changes, and recalculate tax.

Create Invoice Invoice Actions Save Save and Close Submit Cancel

Identifying PO: PO-22-TF54-00078
 Supplier: A ONE Medical Equipment & Supplies L.L.C.
 Taxpayer ID:
 Supplier Site: DUBAI
 Address: DEIRA, DUBAI
 Supplier Tax Registration Number:

Remit-to Bank Account:
 Unique Remittance Identifier:
 Unique Remittance Identifier Check Digit:
 Description:
 Attachments: None
 Tax Control Amount:

Number: PO-22-TF54-00078132
 Date: 02/02/23
 Type: Invoice
 Invoice Currency: AED - UAE Dirham
 Payment Currency: AED - UAE Dirham

Customer
 Customer Taxpayer ID: B.L.5/22
 Name: Twofour54 FZ LLC
 Address:

Lines

* Number	* Type	* Purchase Order	Consumption Advice	Supplier Item	Item Description	Ship-to Location	Tax Classification	Available Quantity	Quantity	Unit Price	UOM
1	Item	PO-22-T...	1 1	FA-Laptops Assets		twofour54 FZ L...	VAT INPUT ST		5	2000	Each
Total											

twofour54 Abu Dhabi ✓ Invoice PO-22-TF54-00078132 has been submitted.

Invoice: PO-22-TF54-00078132 Printable Page Create Another Done

Identifying PO: PO-22-TF54-00078
 Supplier: A ONE Medical Equipment & Supplies L.L.C.
 Taxpayer ID:
 Supplier Site: DUBAI
 Address: DEIRA, DUBAI
 Supplier Tax Registration Number:

Remit-to Bank Account:
 Unique Remittance Identifier:
 Unique Remittance Identifier Check Digit:
 Description:
 Attachments: None
 Tax Control Amount:

Number: PO-22-TF54-00078132
 Date: 02/02/23
 Type: Invoice
 Invoice Currency: AED
 Payment Currency: AED

Customer
 Customer Taxpayer ID: B.L.5/22
 Legal Entity: Twofour54 FZ LLC
 Address:

Lines

Number	Type	* Purchase Order	Consumption Advice	Supplier Item	Item Description	Ship-to Location	Ship-from Location	Tax Classification	Location of Final Discharge	Quantity	Unit Price	UOM
1	ITEM	PO-22-T...	1 1	FA-Laptops Assets		twofour54 FZ LLC	DEIRA,DUBAI	VAT INPUT STD - REC		5	2,000	Each
Total												

Then click Done

twofour54 Abu Dhabi Printable Page Create Another Done

Invoice: PO-22-TF54-00078132

Identifying PO: PO-22-TF54-00078
 Supplier: A ONE Medical Equipment & Supplies L.L.C.
 Taxpayer ID:
 Supplier Site: DUBAI
 Address: DEIRA, DUBAI
 Supplier Tax Registration Number:

Remit-to Bank Account:
 Unique Remittance Identifier:
 Unique Remittance Identifier Check Digit:
 Description:
 Attachments: None
 Tax Control Amount:

Number: PO-22-TF54-00078132
 Date: 02/02/23
 Type: Invoice
 Invoice Currency: AED
 Payment Currency: AED

Customer
 Customer Taxpayer ID: B.L.5/22
 Legal Entity: Twofour54 FZ LLC
 Address:

Lines

Number	Type	* Purchase Order	Consumption Advice	Supplier Item	Item Description	Ship-to Location	Ship-from Location	Tax Classification	Location of Final Discharge	Quantity	Unit Price	UOM
1	ITEM	PO-22-T...	1 1	FA-Laptops Assets		twofour54 FZ LLC	DEIRA,DUBAI	VAT INPUT STD - REC		5	2,000	Each
Total												

7. VIEW INVOICE

Once Invoice is created Supplier can view the status of Invoice

Navigation:

Home >> Supplier Portal >> Supplier Portal

Click on View Invoice

The screenshot shows the Supplier Portal dashboard. On the left is a navigation menu with categories: Agreements, Shipments, Deliverables, Consigned Inventory, Invoices and Payments, and Negotiations. Under 'Invoices and Payments', the 'View Invoices' option is highlighted with a red box. The main content area features a large blue circle with the number '1' and a legend for 'Schedules Overdue or Due Today'. To the right, there is a 'Transaction Reports' section for the last 30 days, showing Invoice Amount (465500 AED) and Invoice Price Variance Amount (AED). Below that is a 'Supplier News' section.

It will navigate supplier to Invoice search page

Supplier need to add one of the stored parameter

The screenshot shows the 'View Invoices' search page. It includes a search bar, a 'Done' button, and a search filter dropdown set to 'Advanced'. Search filters include Invoice Number, Supplier (A ONE Medical Equipment & Supplies L...), Supplier Site, Purchase Order, Consumption Advice, Invoice Status, Paid Status, and Payment Number. The 'View Invoices' link in the navigation menu is highlighted in red. Below the search filters is a 'Search Results' section with a table of results.

Invoice Number	Invoice Date	Type	Purchase Order	Supplier	Supplier Site	Unpaid Amount	Invoice Amount	Invoice Status	Payment Number	Comments
PO-22-TF54-0...	02/02/23	Standard	PO-22-TF54-0...	A ONE Medical Equipment & Supplies L.L.C.	DUBAI	10,500.00 AED	10,500.00 AED	In proc...		

Where supplier can see the status of Invoice

View Invoices

Search

** Invoice Number

** Supplier

Supplier Site

** Purchase Order

Consumption Advice

Invoice Status

Paid Status

Payment Number

Advanced Saved Search All Invoices

Search Reset Save...

Search Results

Invoice Number	Invoice Date	Type	Purchase Order	Supplier	Supplier Site	Unpaid Amount	Invoice Amount	Invoice Status	Payment Number	Comments
PO-22-TF54-0...	02/02/23	Standard	PO-22-TF54-0...	A ONE Medical Equipment & Supplies L.L.C.	DUBAI	10,500.00 AED	10,500.00 AED	In pro...		

Once supplier click on Invoice number Link it will take supplier to Invoice Page
Supplier can see the Invoice and Payment Information.

Invoice: PO-22-TF54-00078132

Business Unit	Twofour54 FZ LLC	Invoice Amount	10,500.00 AED
Legal Entity Name	Twofour54 FZ LLC	Unpaid Amount	10,500.00 AED
Supplier or Party	A ONE Medical Equipment & Supplies L.L.C.	Payment Currency	AED
Supplier Site	DUBAI	Tax Control Amount	
Address	DEIRA, DUBAI	Invoice Type	Standard
Invoice Date	02/02/23	Description	
		Attachment	None

Lines Payments

Line	Amount	Description	Quantity	Unit Price	UOM Name	Purchase Order			Receipt		Consumption Advice		Ship-to Location	Tax Determinants
						Number	Line	Schedule	Number	Line	Number	Line		
1	10,000.00	FA-Laptops Assets	5	2,000	Each	PO-22-TF...	1	1	10	1			twofour54 FZ LLC	

Summary Tax Lines

Line	Regime	Tax Name	Tax Jurisdiction	Tax Status	Rate Name	Percentage	Per Unit	Amount	Line	Type	Amount
1	UAE_TAX_REG	UAE VAT REC	UAE VAT REC J...	UAE DEFAULT TAX RE	VAT INPUT STD - REC	5		500		No shipping and handling	