

# Purchase Requisition management

*Supplier training*

P4 How do I respond to a 'purchase requisition' (offer request)?

# Index

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# Glossary of terms

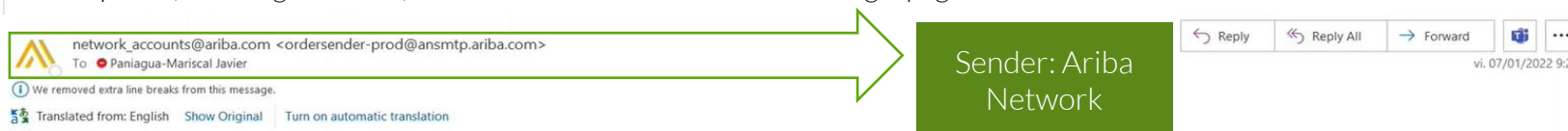
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- **Ariba Network**: It is the SAP Ariba platform that allows us to establish commercial relationships with the Iberdrola group.
- **IBuy**: It is the Iberdrola group's environment within Ariba Network. Through the sections 'Business Network' and 'Proposals and questionnaires' we will be able to manage the offer requests received from the Iberdrola group.
- **Purchase Requisition (PR)**: Bidding process by which the Iberdrola group invites suppliers to submit bids for that particular process. These bidding processes are of a less relevant amount than the events. In your Ariba account they are shown in the Business Network section.
- **Position**: Each of the lines that make up the proposal.
- **Credentials**: Username and password.

# Purchase Requisition management

## We receive the purchase requisition

Firstly, we will receive an e-mail from Ariba indicating that Iberdrola has sent us a new PR. To manage it we must click on the link under the heading 'click on the following link to see the request' (referring to the PR) and we will be redirected to Ariba's login page.



This notification contains important information about your Ariba test account (ANID: AN01951232810-T).

It has received a new request for collaboration from IBERDROLA GROUPPP.

Title: SN-U344400-Confirm Centralized/Transactional Purchase and do not upload to Sourcing Requisition N°. PR8880-R1092  
 Buyer's Name: IBERDROLA GROUPPP  
 Status: Application  
 Routing Date of Receipt: 7 Mar 2022

Information about the PR

Click on the following link to view the request

<https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fservice.ariba.com%2FSupplier.aw%2Fad%2FcollabReqDetail%3FrequestDocId%3D9000000000000000421507704%26anp%3DAriba%26community%3D9&data=04%7C01%7Cjorge.azuara%40inetum.com%7C74c2b59dacac43abab5b08da004f8a42%7C14cb4ab462b845a2a944e225383ee1f9%7C0%7C0%7C637822638858429302%7CUnknown%7CTWFpbGZsb3d8eyJWJjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IjEhaWwiLCJXVCi6Mn0%3D%7C3000&sdata=6T9GTV3mG292LpKNmZJPE66vK3%2Bodvg7ww%2BxPWc55UA%3D&reserved=0>

Sincerely

The Ariba team

<https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ariba.com%2F&data=04%7C01%7Cjorge.azuara%40inetum.com%7C74c2b59dacac43abab5b08da004f8a42%7C14cb4ab462b845a2a944e225383ee1f9%7C0%7C0%7C637822638858429302%7CUnknown%7CTWFpbGZsb3d8eyJWJjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IjEhaWwiLCJXVCi6Mn0%3D%7C3000&sdata=ziP8WhcdjwtsJLWqO8hGuFzfy4Vwt6CuVIRil4BxEo%3D&reserved=0>

Unsubscribe: [https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fservice.ariba.com%2FSupplier.aw%2Fad%2FUnsubNtfh%3FtargetPropertyName%3Dtransact%26token%3DDP5nqBhJQmFQhBisL3Drf8ftZpITwhTDEcxJ%252BDNWiw8xlBQum9r3hLgzKxRrtmRJxRehWHZYftp3htH%252FrSRinOivvp9%252FyM1BPQEI5uKE92KrgLYsv%252BkzvYp7KYjxZAc7aCB1FS23WK11vD%252Bz1YNWB YHcGfHVZ36XG%252FWSVOaFhUCTR1Ct4fReyWvJxstrTU2VRGj13Cdir9csXIQdx2UFcPH5eCV2Lfb5ObSegRKdPxH4ncrvkezA3jHspWFfYy7%252FzfoG%252BJRU1JBadxxhT2SX4zDXGJodCXyMSlpUVCXicVeQYBtrFJOGMk1RhJTWkdZSwfsgaVnJXfqfY1WY%252Bcptw%253D%253D%26userId%3Djavierpaniagua%2540inetum.com%26ntfName%3Dsupplier.service.notification.collab\\_req.send&data=04%7C01%7Cjorge.azuara%40inetum.com%7C74c2b59dacac43abab5b08da004f8a42%7C14cb4ab462b845a2a944e225383ee1f9%7C0%7C0%7C637822638858429302%7CUnknown%7CTWFpbGZsb3d8eyJWJjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IjEhaWwiLCJXVCi6Mn0%3D%7C3000&sdata=fvF6qcylqndqbldKh1YUOl4xUagTHPgiNUL9QvQIybQ%3D&reserved=0](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fservice.ariba.com%2FSupplier.aw%2Fad%2FUnsubNtfh%3FtargetPropertyName%3Dtransact%26token%3DDP5nqBhJQmFQhBisL3Drf8ftZpITwhTDEcxJ%252BDNWiw8xlBQum9r3hLgzKxRrtmRJxRehWHZYftp3htH%252FrSRinOivvp9%252FyM1BPQEI5uKE92KrgLYsv%252BkzvYp7KYjxZAc7aCB1FS23WK11vD%252Bz1YNWB YHcGfHVZ36XG%252FWSVOaFhUCTR1Ct4fReyWvJxstrTU2VRGj13Cdir9csXIQdx2UFcPH5eCV2Lfb5ObSegRKdPxH4ncrvkezA3jHspWFfYy7%252FzfoG%252BJRU1JBadxxhT2SX4zDXGJodCXyMSlpUVCXicVeQYBtrFJOGMk1RhJTWkdZSwfsgaVnJXfqfY1WY%252Bcptw%253D%253D%26userId%3Djavierpaniagua%2540inetum.com%26ntfName%3Dsupplier.service.notification.collab_req.send&data=04%7C01%7Cjorge.azuara%40inetum.com%7C74c2b59dacac43abab5b08da004f8a42%7C14cb4ab462b845a2a944e225383ee1f9%7C0%7C0%7C637822638858429302%7CUnknown%7CTWFpbGZsb3d8eyJWJjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6IjEhaWwiLCJXVCi6Mn0%3D%7C3000&sdata=fvF6qcylqndqbldKh1YUOl4xUagTHPgiNUL9QvQIybQ%3D&reserved=0)

### Step summary:

1. We receive an email
2. We log in to the Ariba Network account (it is a prerequisite to have an account created. If it is not created, please check the manual P1 How do I register in Ariba Network? and in IBERDROLA IBUY?)
3. Start the collaboration



### Inicio de sesión de proveedor

Nombre de usuario

Contraseña

Inicio de sesión

Ha olvidado el nombre de usuario o la contraseña

Supplier credentials

# Purchase Requisition management

## PR page

Once logged in, we will appear on the main page of the PR where we can find information about the PR: reference ID, title, requester, technical specifications or any message from the applicant.

### Collaboration Status - SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing

View the status of this collaboration request. View all related documents and send and view messages.

Collaboration Request

Reference ID: PR8880-R1092  
 Collaboration Title: SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing  
 Request Date: Mon, 7 Mar, 2022  
 Requester: JON CERECEDA UGARTE

Last Message (0 messages unread)

[Send Message](#)

To send a message to the requester, click the **Send Message** link, and enter your message. Messages are shared only between your organization and the buying organization.

### Current Documents

[Hide Details](#) 

Name ↑	Date Submitted	Status	Qty	UOM	Price	Total	Actions
<input checked="" type="checkbox"/> Collaboration Request PR8880-R1092	Mon, 7 Mar, 2022	<b>Request Received - Response Required</b>				Undisclosed	<a href="#">Respond</a> ▼
▼ Line Item Details							
Collaborate: Yes							
1. SISTEMAS ELECTRICOS CENTRALES HIDRAULICA			1	Document currency	Undisclosed	Undisclosed	
▼ Line Item Details							
Collaborate: Yes							
2. SISTEMAS ELECTRICOS CENTRALES HIDRAULICA			1	Document currency	€0.00 EUR	€0.00 EUR	
▼ Line Item Details							
Collaborate: Yes							

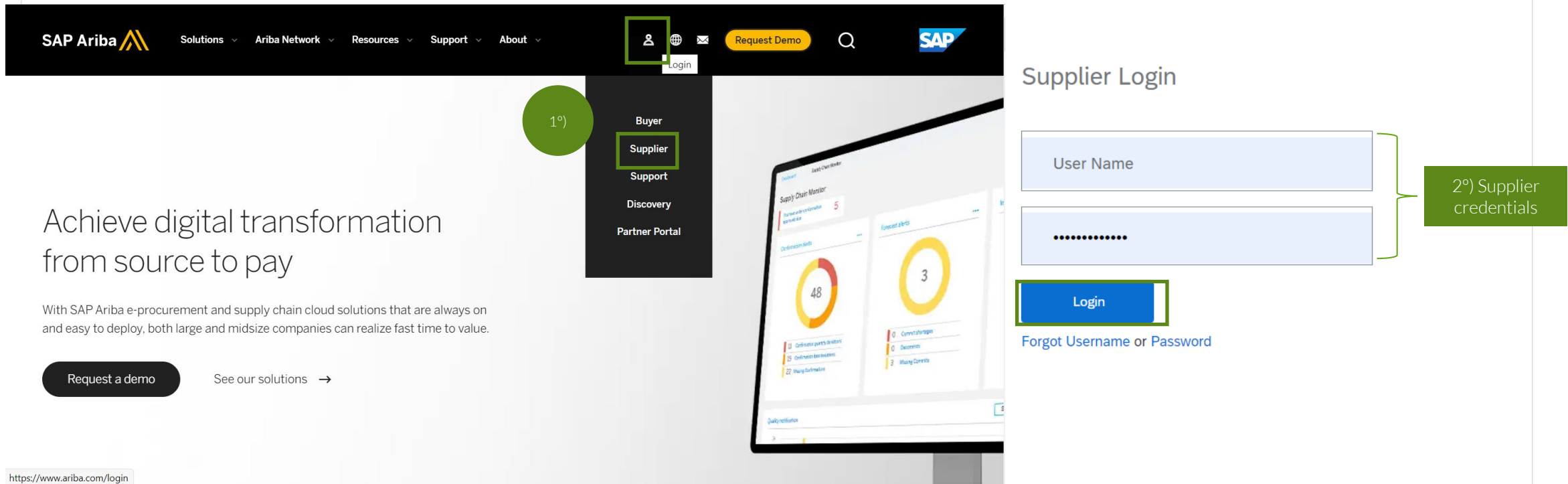
### All Messages

[Send Message](#)

# Purchase Requisition management

## Problem accessing by e-mail

If I have not received the email, the first thing to check is the notification settings of our Ariba Network account (training video 'P2 What's in my account? What can I manage?'). If the problem persists, we can access from the Ariba website. To do this from any browser we access the Ariba home page and from the "Login" button we select "Supplier" and enter our credentials.



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<https://www.ariba.com/login>

Supplier Login

User Name

.....

Login

[Forgot Username or Password](#)

1°)

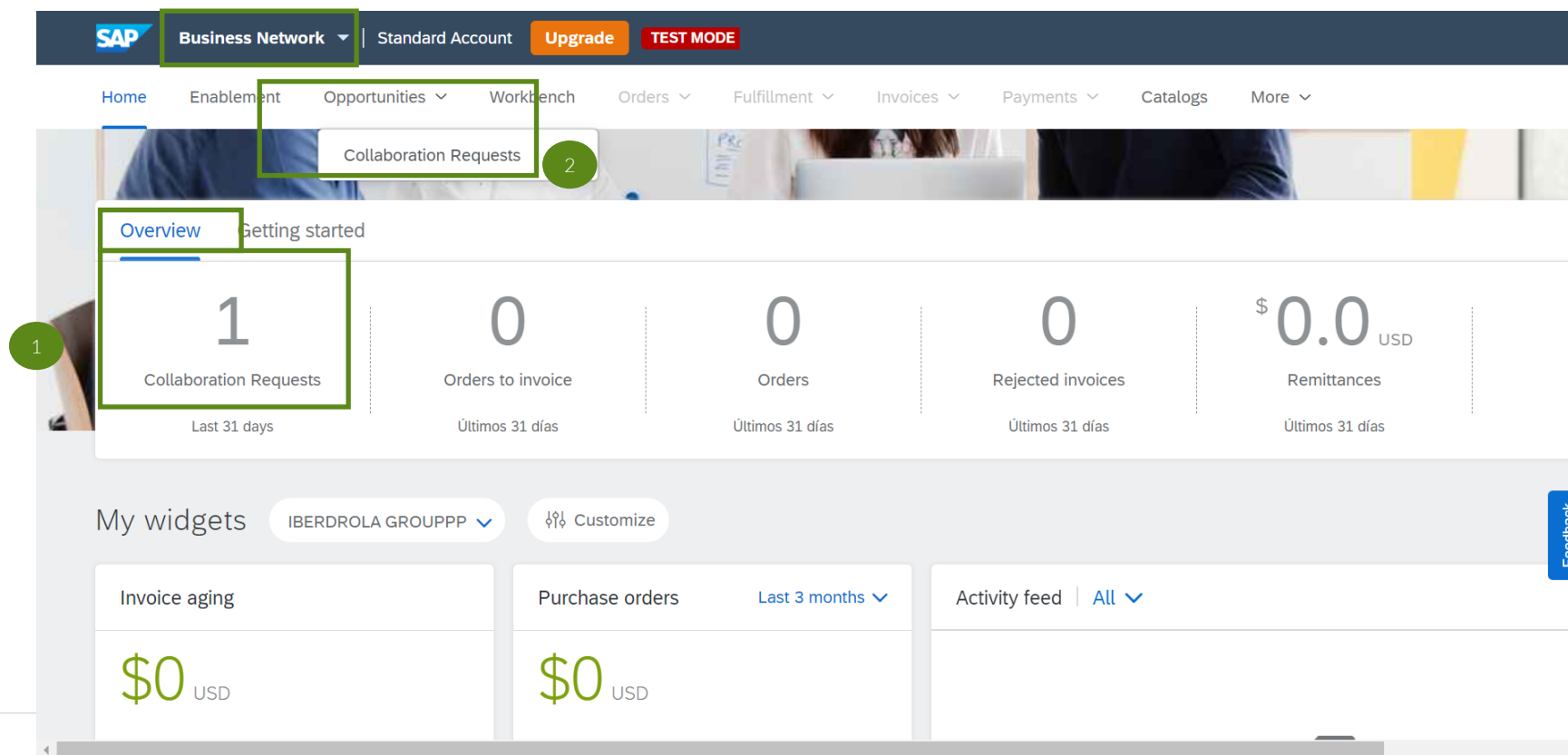
2°) Supplier credentials

# Purchase Requisition management

## Business Network

Make sure that you are in the "Business Network" tab where PR are managed. There are two ways to access them although both will take us to the same screen:

- 1- From the section 'Overview' - 'Collaboration Requisition'.
- 2- From 'Opportunities'- 'Collaboration Requests'.



The screenshot displays the SAP Business Network interface. At the top, the 'Business Network' tab is highlighted with a green box. Below it, the 'Opportunities' menu is open, and 'Collaboration Requests' is selected, also highlighted with a green box and a green circle containing the number '2'. The main dashboard shows a 'Collaboration Requests' widget with a large '1' and the text 'Collaboration Requests' and 'Last 31 days', highlighted with a green box and a green circle containing the number '1'. Other widgets show 'Orders to invoice', 'Orders', 'Rejected invoices', and 'Remittances', all with values of 0 or \$0.00 USD. The bottom section shows 'My widgets' with 'Invoice aging' and 'Purchase orders' widgets, both showing \$0 USD. A 'Feedback' button is visible on the right side.

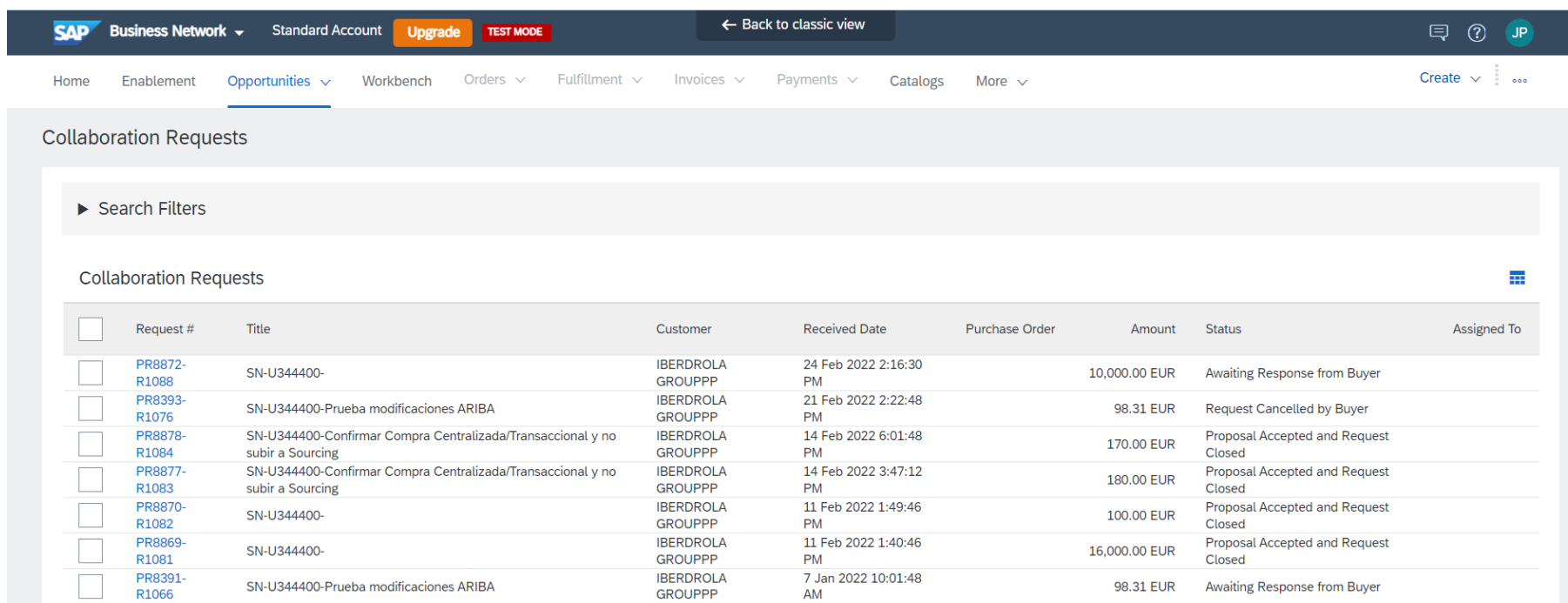
# Purchase Requisition management

## List of PRs

From this screen we can manage the PR we have received with their corresponding information: request number, title, customer, date, amount (if the proposal has been sent) and their current status.

In the event that no collaboration appears, the following points must be reviewed:

- Are we logged into the correct Ariba Network account? (review manual P2 What's in my account? What can I manage?)
- Check that our user has the appropriate role (check manual P2 What's in my account? What can I manage?).



The screenshot shows the SAP Business Network interface for Collaboration Requests. The top navigation bar includes 'SAP Business Network', 'Standard Account', 'Upgrade', 'TEST MODE', and a 'Back to classic view' button. The main menu includes 'Home', 'Enablement', 'Opportunities', 'Workbench', 'Orders', 'Fulfillment', 'Invoices', 'Payments', 'Catalogs', and 'More'. The 'Opportunities' section is active, showing a 'Collaboration Requests' table with search filters and a list of requests.

<input type="checkbox"/>	Request #	Title	Customer	Received Date	Purchase Order	Amount	Status	Assigned To
<input type="checkbox"/>	PR8872-R1088	SN-U344400-	IBERDROLA GROUPPP	24 Feb 2022 2:16:30 PM		10,000.00 EUR	Awaiting Response from Buyer	
<input type="checkbox"/>	PR8393-R1076	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	21 Feb 2022 2:22:48 PM		98.31 EUR	Request Cancelled by Buyer	
<input type="checkbox"/>	PR8878-R1084	SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing	IBERDROLA GROUPPP	14 Feb 2022 6:01:48 PM		170.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	PR8877-R1083	SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing	IBERDROLA GROUPPP	14 Feb 2022 3:47:12 PM		180.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	PR8870-R1082	SN-U344400-	IBERDROLA GROUPPP	11 Feb 2022 1:49:46 PM		100.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	PR8869-R1081	SN-U344400-	IBERDROLA GROUPPP	11 Feb 2022 1:40:46 PM		16,000.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	PR8391-R1066	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	7 Jan 2022 10:01:48 AM		98.31 EUR	Awaiting Response from Buyer	



# Purchase Requisition management

## List of PRs

### How to search and filter requisitions

To search for requisitions more quickly, click on "Search filters" and we can filter by different criteria. For example, if we want to see the pending requisitions we filter by 'Collaboration request status' = 'Response needed' and click on the "Search" button.

To access the requisition, click on the name of the requisition.

Collaboration Requests

**Search Filters**

Customer: All Customers

Request Number:  (i)

Partial number  Exact number

Date Range: Other (i)

Start Date: \* 23 Feb 2022 (calendar icon)

End Date: \* 8 Mar 2022 (calendar icon)

Assigned To: (no value)

Collaboration Request Status: Response Needed

Number of Results: 100

**Search** **Reset**

Collaboration Requests (grid icon)

<input type="checkbox"/>	Request #	Title	Customer	Received Date	Purchase Order	Amount	Status	Assigned To
<input type="checkbox"/>	<a href="#">PR8880-R1092</a>	SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing	IBERDROLA GROUPPP	7 Mar 2022 4:26:51 PM		Undisclosed	Request Received - Supplier Response Required	
<input type="checkbox"/>	<a href="#">PR8872-R1088</a>	SN-U344400-	IBERDROLA GROUPPP	1 Mar 2022 12:36:10 PM		10,000.00 EUR	Awaiting Response from Buyer	

Assign To: none **Assign**

Click to access the requisition

# Purchase Requisition management

## Respond to the requisition

Once in the PR screen we can obtain information about the requisition: reference ID, title, requester, technical specifications or any message from the applicant.

In case you have 2 identical positions, the Iberdrola manager will explain the reason and what to enter in each of them. If this is not the case, please contact the Iberdrola group manager for further instructions. **Please enter your best offer for each of the items and do not delete any of them.**

To respond to a requisition click on the "Respond" button and "Respond with proposal".

### Collaboration Status - SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing

View the status of this collaboration request. View all related documents and send and view messages.

Collaboration Request

Reference ID: PR8880-R1092  
 Collaboration Title: SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing  
 Request Date: Mon, 7 Mar, 2022  
 Requester: JON CERECEDA UGARTE

Last Message (0 messages unread)

To send a message to the requester, click the **Send Message** link, and enter your message. Messages are shared only between your organization and the buying organization.

[Send Message](#)

### Current Documents

[Hide Details](#) 

Name ↑	Date Submitted	Status	Qty	UOM	Price	Total	Actions
<input checked="" type="checkbox"/> Collaboration Request PR8880-R1092 1. SISTEMAS ELECTRICOS CENTRALES HIDRAULICA ▼ Line Item Details Collaborate: Yes 2. SISTEMAS ELECTRICOS CENTRALES HIDRAULICA ▼ Line Item Details Collaborate: Yes	Mon, 7 Mar, 2022	Request Received - Response Required	1	Document currency	Undisclosed	Undisclosed	<a href="#">Respond</a> ▼ Respond Send Message <b><a href="#">Respond With Proposal</a></b> Decline Request Revise Proposal View Messages Print

All Messages

# Purchase Requisition management

## Review of the documentation related to the PR

Before knowing if we are going to participate or not we can review all the documentation related to the PR by clicking on the "Download" link.

Create Proposal

PR8880-P927: SN-U344400-Confirmar Compra Centralizada/Transacci... | Items: 2 | Total: **Undisclosed**

Next

Exit

Review the items you chose to include in your response. Click **Include** or **Exclude** next to an item to include it or exclude it from the proposal. Excluded items may be included in a revised [More](#)

Based on: Collaboration Request PR8880-R1092 - SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing (*current*)

### Include Or Exclude Items From Your Proposal

Selection	No. ↑	Description	Qty	Unit	Price	Amount
<div style="border: 1px solid #0070c0; padding: 2px 5px; display: inline-block;">Included ▼</div>	1	SISTEMAS ELECTRICOS CENTRALES HIDRAULICA <small>Contract: C298-123456</small>	1	Document currency	Undisclosed Fx	Undisclosed Fx
<div style="border: 1px solid #0070c0; padding: 2px 5px; display: inline-block;">Included ▼</div>	2	SISTEMAS ELECTRICOS CENTRALES HIDRAULICA <small>Contract: C298-123456</small>	1	Document currency	€0.00 EUR Fx	€0.00 EUR Fx

Nombre de archivo ↑	Fecha	Tamaño
LoadBalancer.txt <a href="#">Descargar</a>	mar, 30 nov, 2021	2,2 KB

Click to download

←

Proposal [2]

Description ↑	Qty	Amount
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	€0.00 EUR
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Undisclosed

# Purchase Requisition management

## Create the proposal

### Review the proposal

When entering we observe that we have 2 steps to follow:

1- Review and select: In this section you only have to review the information that appears..

To continue, click on the "Next" button.

### Create Proposal

PR8880-P927: SN-U344400-Confirmar Compra Centralizada/Transacci... | Items: 2 | Total: Undisclosed

Next

Exit

1 Review and Select

2 Complete And Submit

Proposal [2]		
Description ↑	Qty	Amount
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	€0.00 EUR
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Undisclosed

Review the items you chose to include in your response. Click **Include** or **Exclude** next to an item to include it or exclude it from the proposal. Excluded items may be included in a revised [More](#)

Based on: Collaboration Request PR8880-R1092 - SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing (current)

### Include Or Exclude Items From Your Proposal

Selection	No. ↑	Description	Qty	Unit	Price	Amount
Included ▼	1	SISTEMAS ELECTRICOS CENTRALES HIDRAULICA Contract: C298-123456	1	Document currency	Undisclosed Fx	Undisclosed Fx
Included ▼	2	SISTEMAS ELECTRICOS CENTRALES HIDRAULICA Contract: C298-123456	1	Document currency	€0.00 EUR Fx	€0.00 EUR Fx

Information to review

# Purchase Requisition management

## Create the proposal

### Complete the proposal

2- Complete and send: In this section we add the unit price/amount offered. To do this we have to **mark the positions one by one** because if we select all of them at the same time the system will return an error. Once a position has been selected, click on the "Actions" button and select "Edit details". **Please do not add or delete any of the positions.**

Create Proposal

PR8880-P933: SN-U344400-Confirmar Compra Centralizada/Transacci... | Items: 2 | Total: Undisclosed

Prev
Submit
Exit

1 Review and Select

2 Complete And Submit

Description ↑	Qty	Amount
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	€0.00 EUR
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Undisclosed

Finish modifying the details of this proposal. To edit an item, click its check box, then click **Edit**.

Title:

Based on: Collaboration Request PR8880-R1092 - SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing (*current*)

Allow Partial Acceptance:

My Labels: [Apply Label...](#) ⓘ

▼ Line Items

2 Line Items Hide Details

<input type="checkbox"/>	No. ↑	Type	Description	Qty	Unit	Price	Amount
<input checked="" type="checkbox"/>	1		SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Document currency	Undisclosed Fx	Undisclosed Fx
Contract: C298-123456							
<input type="checkbox"/>	2		SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Document currency	€0.00 EUR Fx	€0.00 EUR Fx
Contract: C298-123456							

Actions ▼

Copy Selected Lines

Edit Details

Edit Discount

Total Estimate: Undisclosed

Update Total

# Purchase Requisition management

## Create the proposal

### Complete and update the proposal

In this screen we have to indicate the price of our proposal. There can be 2 cases:

- Case 1 (item by amount): in this case we have to indicate an amount.
- Case 2 (item by unit of measure): in this case we have to include a unit price according to the physical unit of measure.

We also have the option to add a comment or an attachment for this particular position.

To finish this position, click on the "OK" button. This process must be repeated as many times as there are positions in the PR.

1 Review and Select

2 Complete And Submit

Description ↑	Qty	Amount
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	€0.00 EUR
SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Undisclosed

#### Line Item Details

No.: 1

Full Description: SISTEMAS ELECTRICOS CENTRALES HIDRAULICA

Supplier Part Number:

Supplier Part Auxiliary ID:

Qty:

UOM: Document currency

Price Unit Quantity: 1

Price Unit: (no value)

Price:   ⓘ

Comments - by Line Item

Attachments - by Line Item

Indicate the values for each item (0 is not valid).

# Purchase Requisition management

## Send the proposal

### Review and submit the proposal

Once the prices of all the positions have been entered, we must check that the price of the items (indicate an awardable value) and the total amount are correct.

Create Proposal
PR8880-P933: SN-U344400-Confirmar Compra Centralizada/Transacci... | Items: 2 | Total: €110.00 EUR

Prev
Submit
Exit

1 Review and Select

2 Complete And Submit

Finish modifying the details of this proposal. To edit an item, click its check box, then click **Edit**.

Title:

Based on: Collaboration Request PR8880-R1092 - SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing (*current*)

Allow Partial Acceptance:

My Labels: [Apply Label...](#) ⓘ

▼ Line Items

2 Line Items [Hide Details](#)

	No. ↑	Type	Description	Qty	Unit	Price	Amount
<input type="checkbox"/>	1		SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Document currency	€100.00 EUR Fx	€100.00 EUR Fx
			Contract: C298-123456				
<input type="checkbox"/>	2		SISTEMAS ELECTRICOS CENTRALES HIDRAULICA	1	Document currency	€10.00 EUR Fx	€10.00 EUR Fx
			Contract: C298-123456				

[Actions](#) ▼
[Add items](#)

Total amount

←
Total Estimate: €110.00 EUR

[Update Total](#)

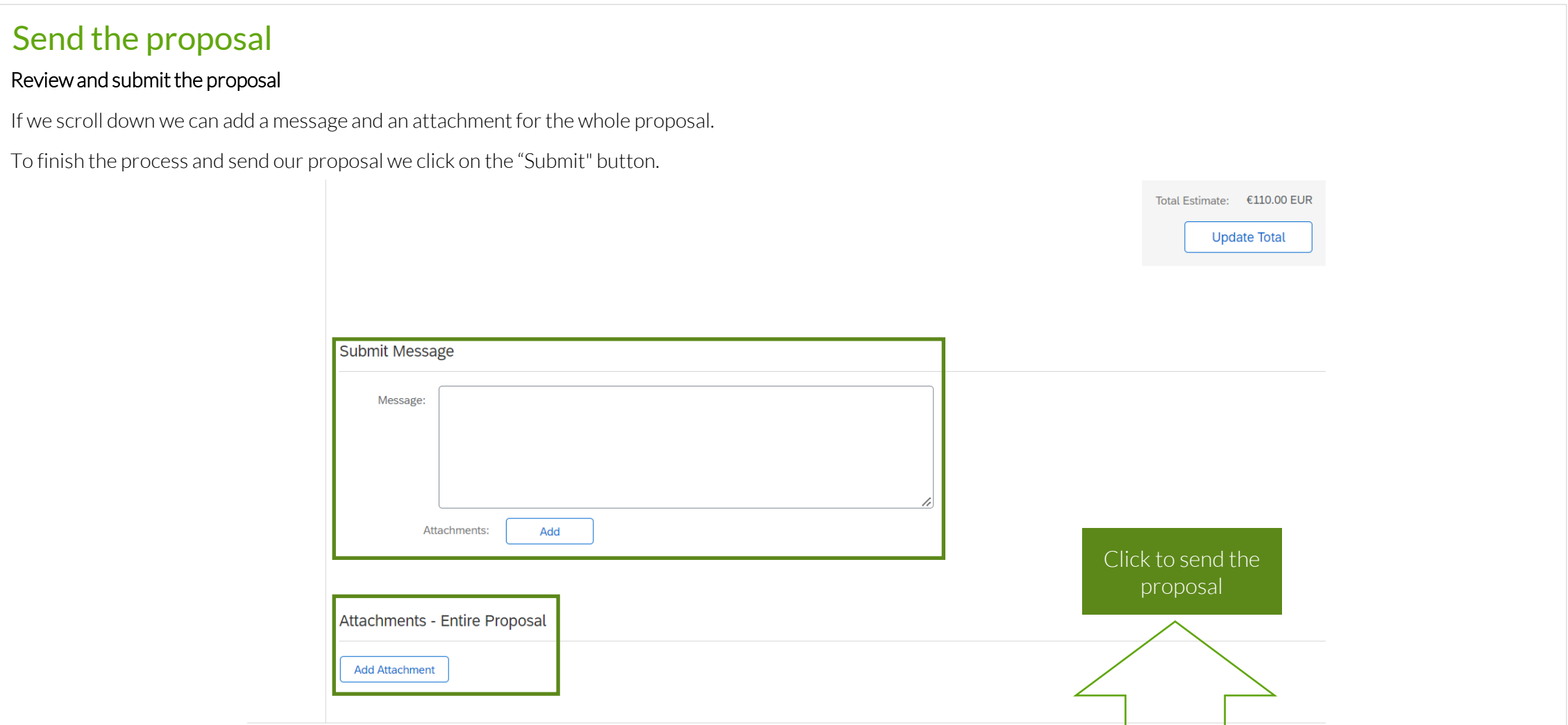
# Purchase Requisition management

## Send the proposal

### Review and submit the proposal

If we scroll down we can add a message and an attachment for the whole proposal.

To finish the process and send our proposal we click on the "Submit" button.



The screenshot shows a web interface for sending a proposal. At the top right, a box displays 'Total Estimate: €110.00 EUR' and an 'Update Total' button. Below this is a 'Submit Message' section with a text area for a message and an 'Add' button for attachments. Further down is an 'Attachments - Entire Proposal' section with an 'Add Attachment' button. At the bottom, there are 'Prev', 'Submit', and 'Exit' buttons. A green box with the text 'Click to send the proposal' and a green arrow points to the 'Submit' button.



# Purchase Requisition management

## Proposal follow-up

From the 'Collaboration Requests' screen we can see the status of all the PRs received. To access any of them click on the requisition number.

### Collaboration Requests

► Search Filters

#### Collaboration Requests

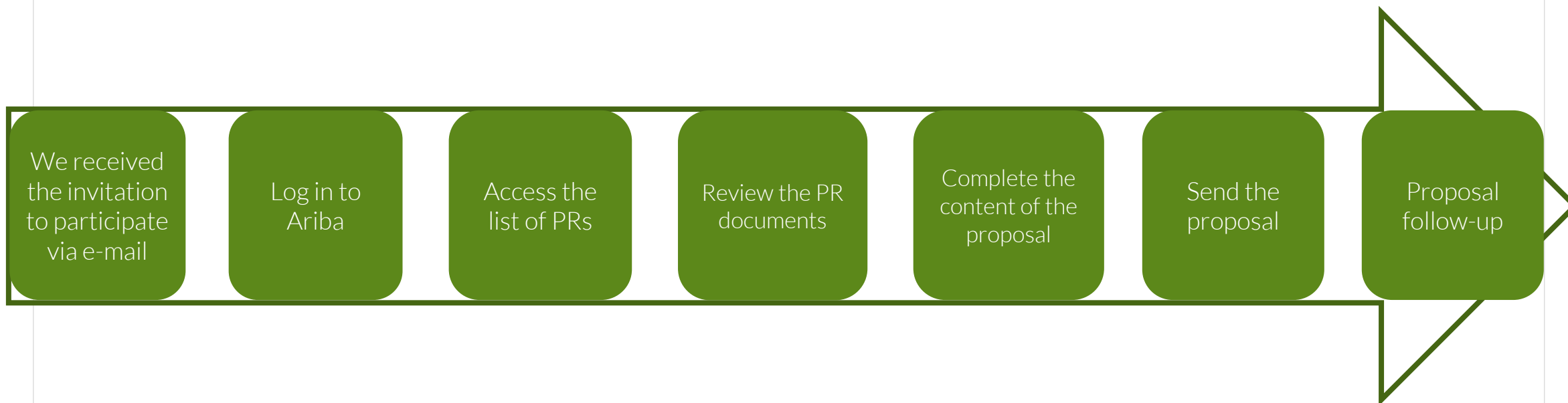


<input type="checkbox"/>	Request #	Title	Customer	Received Date	Purchase Order	Amount	Status	Assigned To
<input type="checkbox"/>	<a href="#">PR8880-R1092</a>	SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing	IBERDROLA GROUPPP	7 Mar 2022 4:26:51 PM		Undisclosed	Request Received - Supplier Response Required	
<input type="checkbox"/>	<a href="#">PR8872-R1088</a>	SN-U344400-	IBERDROLA GROUPPP	1 Mar 2022 12:36:10 PM		10,000.00 EUR	Awaiting Response from Buyer	
<input type="checkbox"/>	<a href="#">PR8393-R1076</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	21 Feb 2022 2:22:48 PM		98.31 EUR	Request Cancelled by Buyer	
<input type="checkbox"/>	<a href="#">PR8878-R1084</a>	SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing	IBERDROLA GROUPPP	14 Feb 2022 6:01:48 PM		170.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	<a href="#">PR8877-R1083</a>	SN-U344400-Confirmar Compra Centralizada/Transaccional y no subir a Sourcing	IBERDROLA GROUPPP	14 Feb 2022 3:47:12 PM		180.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	<a href="#">PR8870-R1082</a>	SN-U344400-	IBERDROLA GROUPPP	11 Feb 2022 1:49:46 PM		100.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	<a href="#">PR8869-R1081</a>	SN-U344400-	IBERDROLA GROUPPP	11 Feb 2022 1:40:46 PM		16,000.00 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	<a href="#">PR8391-R1066</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	7 Jan 2022 10:01:48 AM		98.31 EUR	Awaiting Response from Buyer	
<input type="checkbox"/>	<a href="#">PR8390-R1065</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	28 Dec 2021 10:50:01 AM		196.63 EUR	Awaiting Response from Buyer	
<input type="checkbox"/>	<a href="#">PR8388-R1064</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	28 Dec 2021 10:27:45 AM		196.63 EUR	Awaiting Response from Buyer	
<input type="checkbox"/>	<a href="#">PR8368-R1063</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	23 Dec 2021 2:11:56 PM		178.75 EUR	Proposal Accepted by Buyer	
<input type="checkbox"/>	<a href="#">PR8278-R1055</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	15 Dec 2021 12:59:32 PM		2,681.32 EUR	Proposal Accepted and Request Closed	
<input type="checkbox"/>	<a href="#">PR8280-R1053</a>	SN-U344400-Prueba modificaciones ARIBA	IBERDROLA GROUPPP	15 Dec 2021 10:53:06 AM		759.71 EUR	Proposal Accepted and Request Closed	

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# Purchase Requisition management

## Step summary





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# Thank you for your attention

*Ariba Network and IBuy*

February 2022

Internal Use