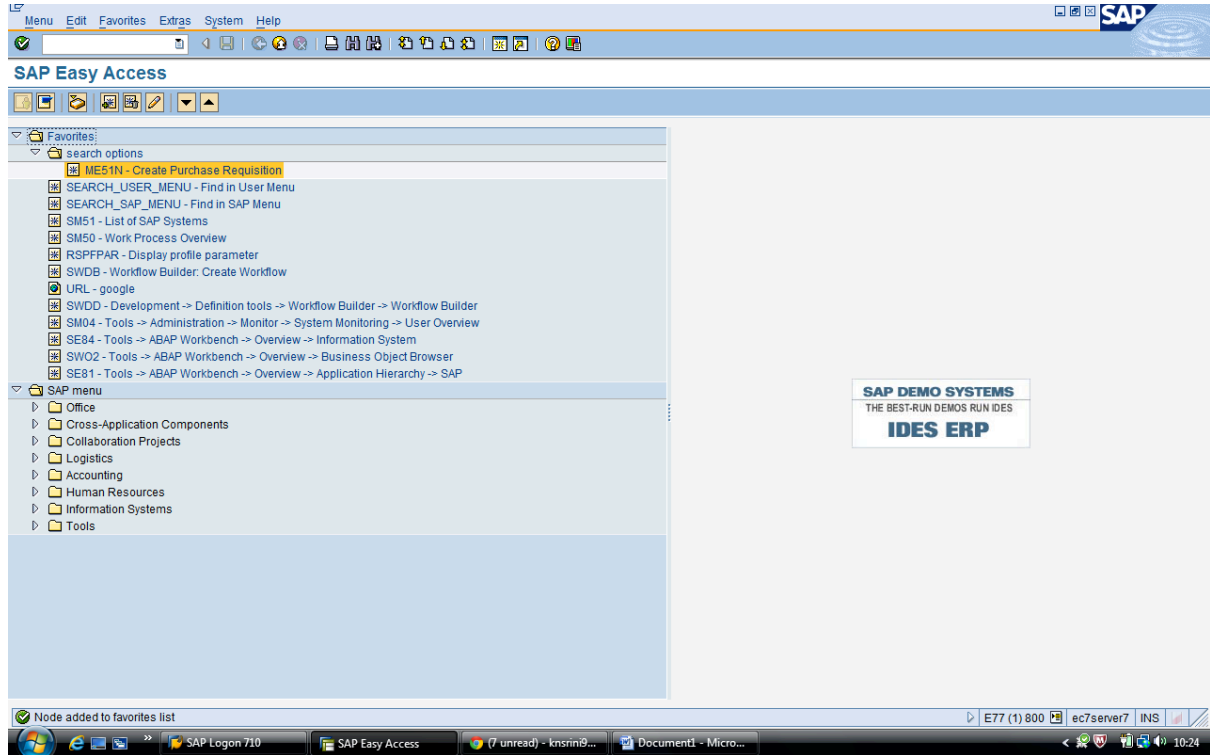
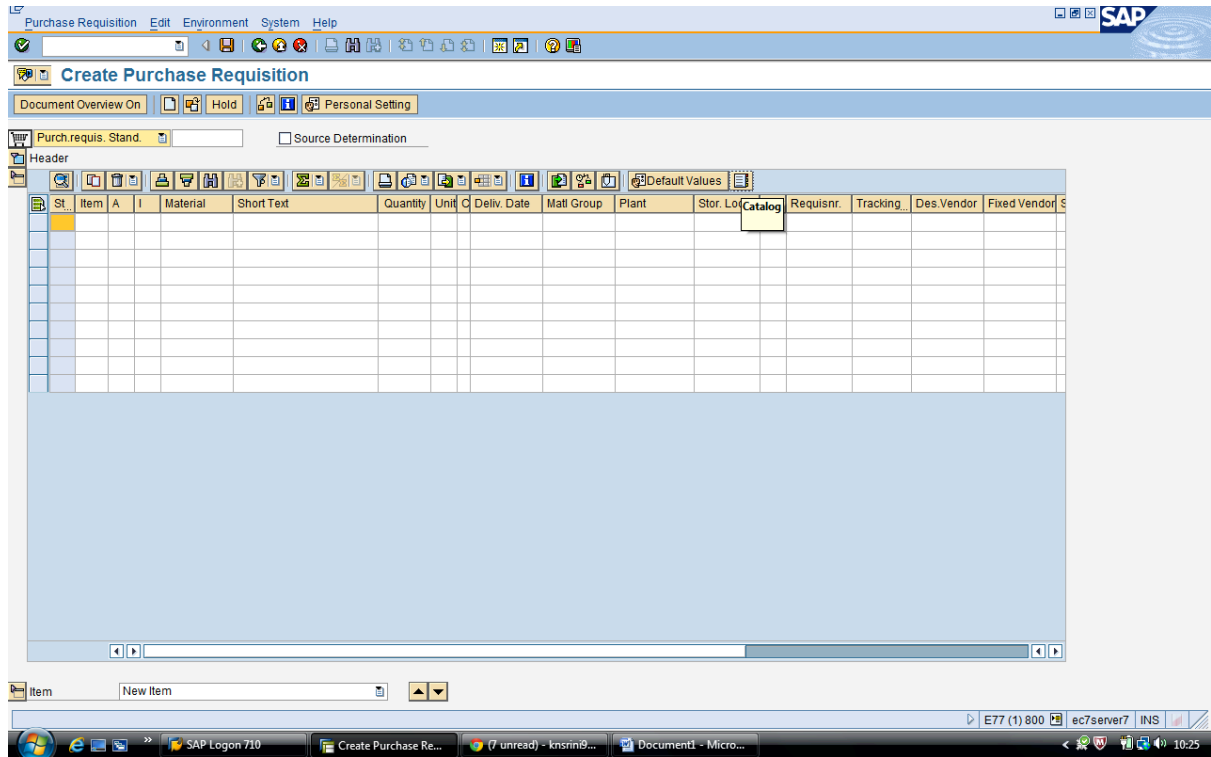


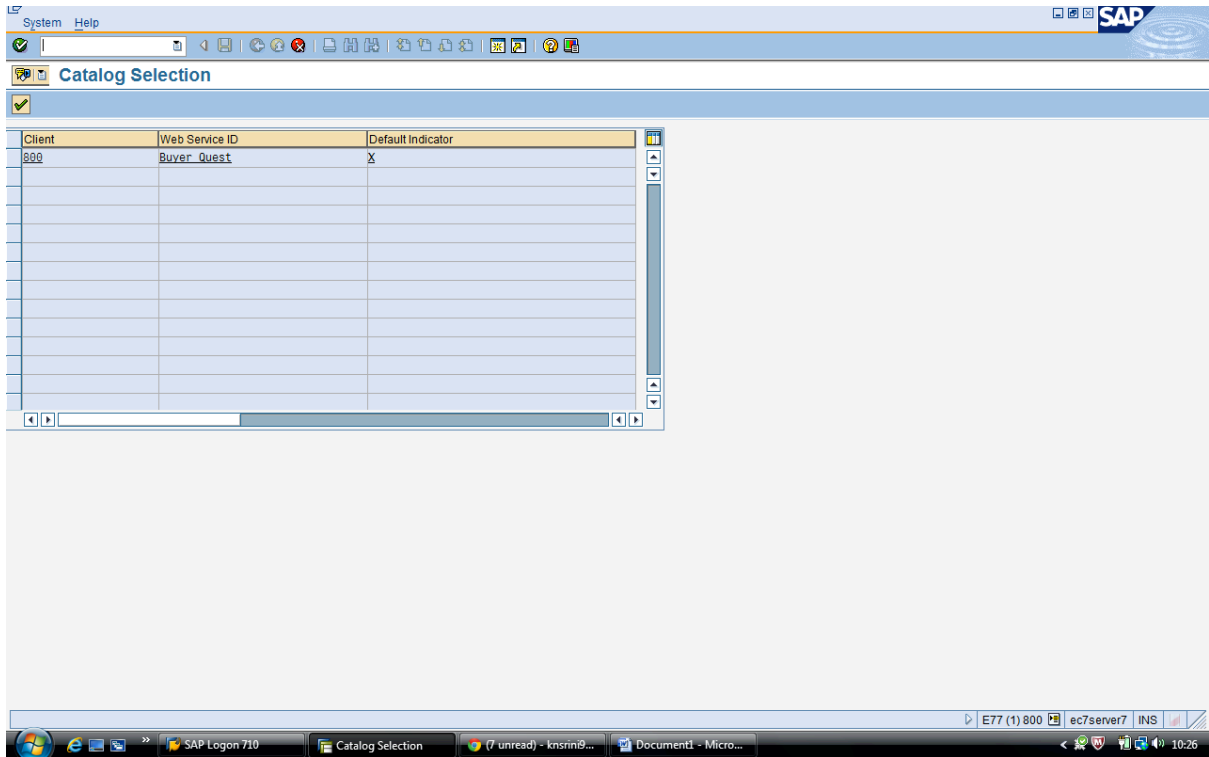
## HOW TO PUNCHOUT FROM SAP ECC TO BUYERQUEST



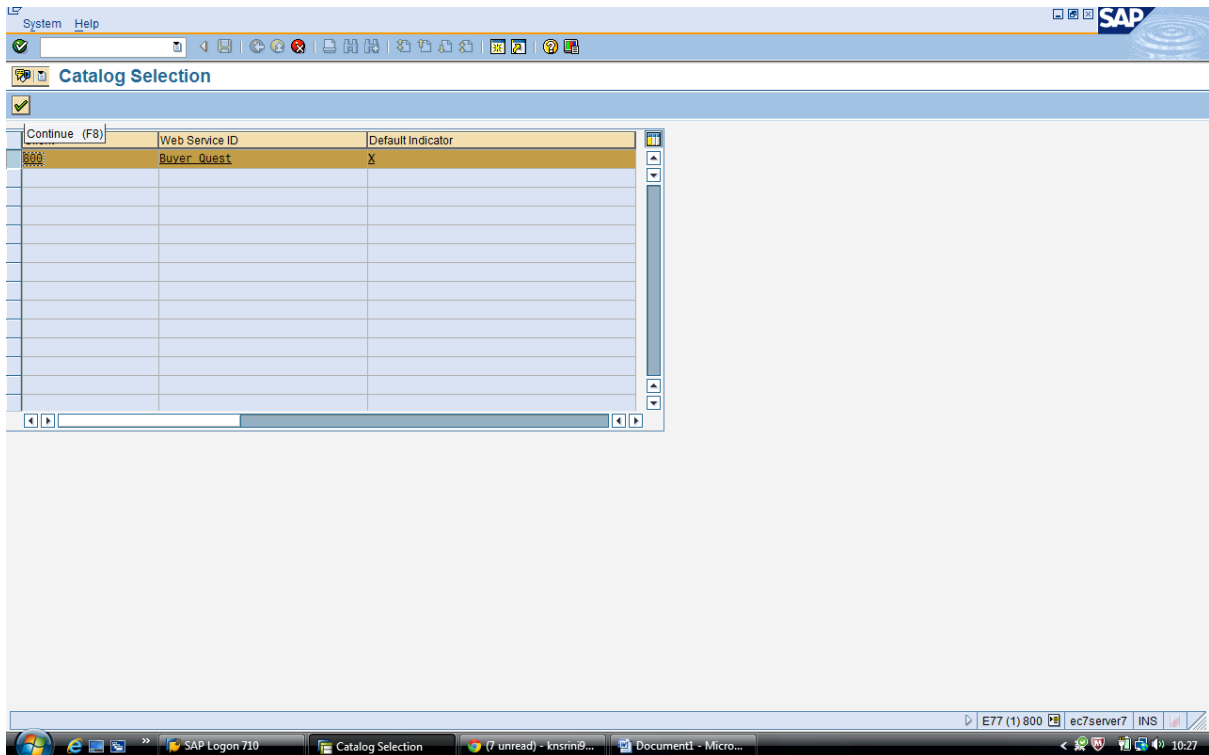


Since we have configured punchout from ECC – we will see a new icon in Purchase Requisition as shown above.

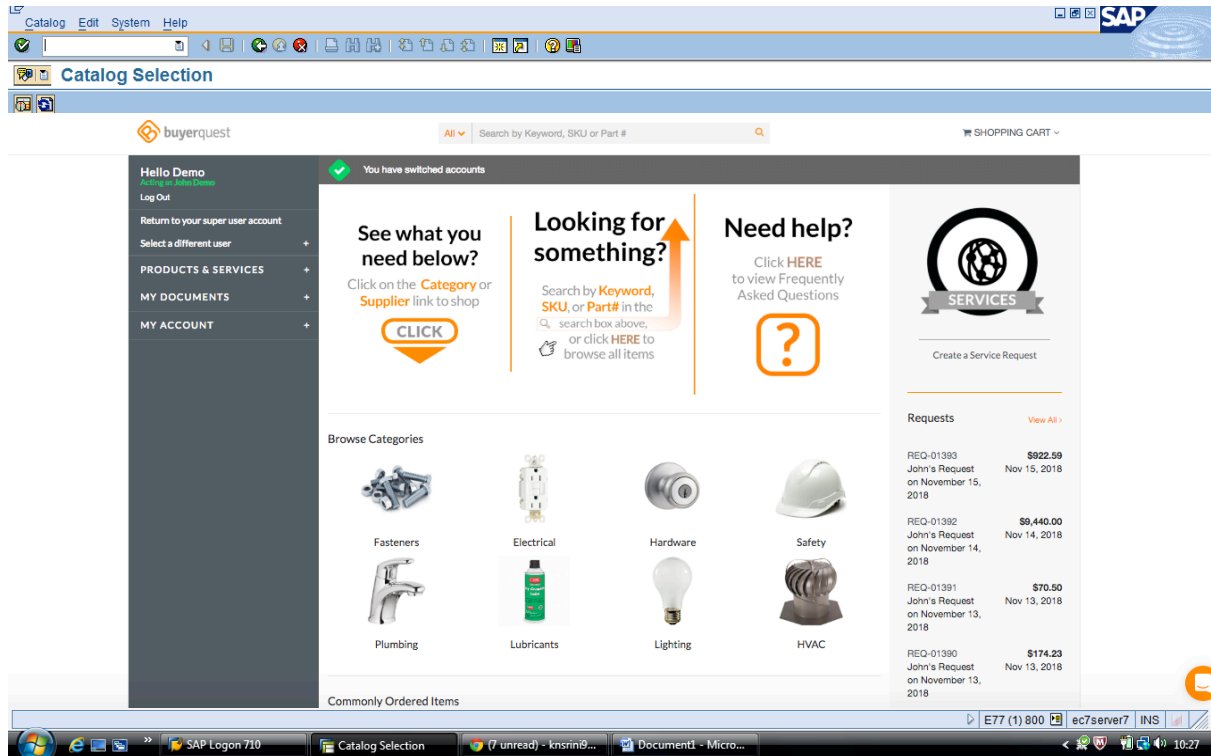
Click on “Catalog”. You will see the below screen



Select the catalog



Buyer Quest Catalog is launched within SAP ECC as shown below











**See what you need below?**  
Click on the **Category** or **Supplier** link to shop

**Looking for something?**  
Search by **Keyword, SKU, or Part#** in the search box above, or click **HERE** to browse all items

**Need help?**  
Click **HERE** to view Frequently Asked Questions

**PRODUCTS & SERVICES**

**Browse Categories**


			
Fasteners	Electrical	Hardware	Safety
			
Plumbing	Lubricants	Lighting	HVAC

**Requests**

REQ-01383 John's Request on November 15, 2018	\$922.59 Nov 15, 2018
REQ-01382 John's Request on November 14, 2018	\$9,440.00 Nov 14, 2018
REQ-01391 John's Request on November 13, 2018	\$70.50 Nov 13, 2018
REQ-01390 John's Request on November 13, 2018	\$174.23 Nov 13, 2018

Select the products

Catalog Selection




Compare Full Not Rated

**Cordless Circular Saw Kit 20V**

Grainger

Lead Time 2  
 Manufacturer DEWALT  
 Supplier SKU 11A166  
 Unit of Measure EA - EACH  
**\$283.28** ~~\$344.75~~

Quantity  [Add to Cart](#)




Compare Full Not Rated

**Cordless Reciprocating Saw Kit Compact**

Panasonic

Lead Time N/A  
 Manufacturer Panasonic  
 Supplier SKU 2Y45KLS1G  
 Unit of Measure EA - EACH  
 \$459.99

Quantity  [Add to Cart](#)




Compare Full Not Rated

**Cut-Off Saw Electric Dry Cut**

Grainger

Lead Time 2  
 Manufacturer HUSQVARNA  
 Supplier SKU 12M797  
 Unit of Measure EA - EACH  
**\$975.60** ~~\$1,084.00~~

Quantity  [Add to Cart](#)




Compare Full Not Rated

**Circular Saw Blade For Mfr No BNCE-20**

Grainger

Lead Time 2  
 Manufacturer BN PRODUCTS USA  
 Supplier SKU 12H747  
 Unit of Measure EA - EACH




Compare Full Not Rated

**Chop Saw 14 in Blade 1 in Arbor**

Grainger

Lead Time 2  
 Manufacturer DEWALT  
 Supplier SKU 10D856  
 Unit of Measure EA - EACH



Compare Full Not Rated

**Electrician Hole Saw Kit 1-7/8 In 10 Pcs**

Grainger

Lead Time 2  
 Manufacturer LENOX  
 Supplier SKU 12P296  
 Unit of Measure EA - EACH

## Add item to cart

Catalog Selection

buyerquest All Search by Keyword, SKU or Part # SHOPPING CART

Hello Demo [Log Out](#)

Return to your super user account

Select a different user

PRODUCTS & SERVICES


MY DOCUMENTS

MY ACCOUNT

Return to [Home](#) > Shopping Cart

Shopping Cart Continue Shopping [Proceed to Checkout](#)

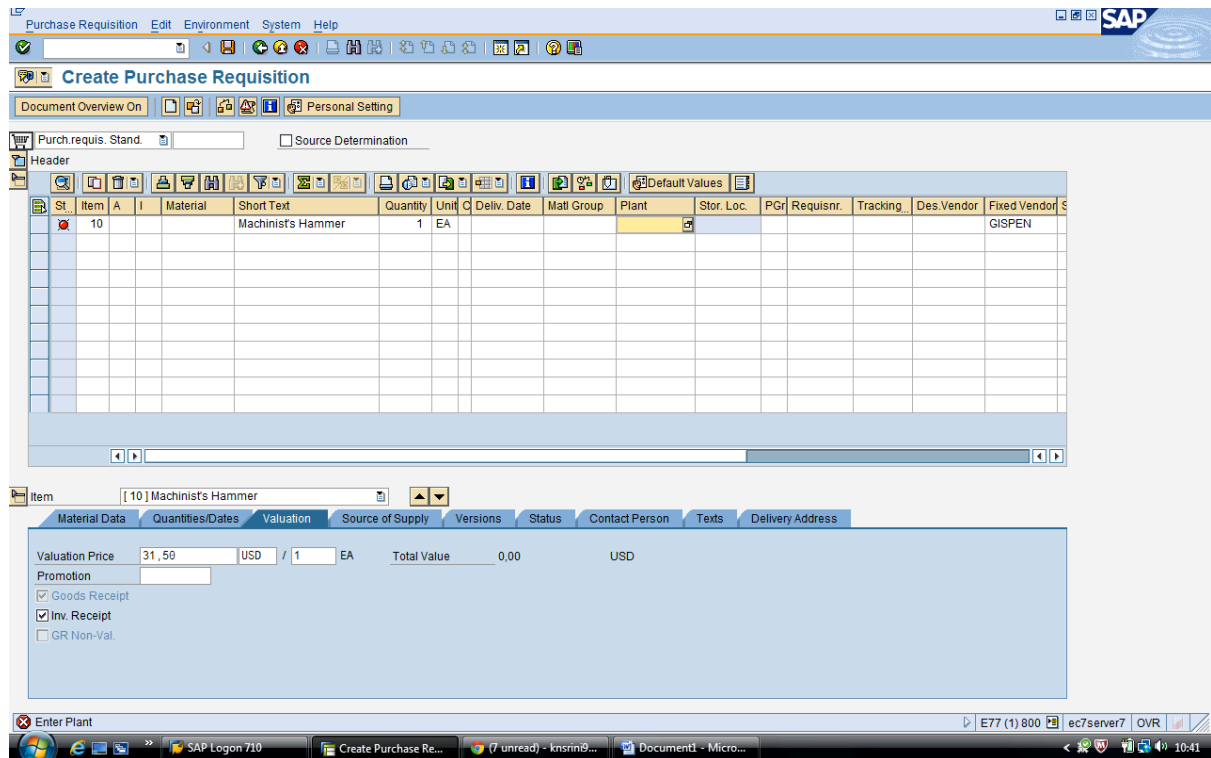
Currently shopping for your **Personal Cart** [Create Collaborative Cart](#) 1 Items | \$975.60

LINE	ITEM INFORMATION	PRICE	QUANTITY	SUBTOTAL
1	 <p><b>Cut-Off Saw Electric Dry Cut</b>            SKU: 12M797            Supplier: Grainger</p> <p><a href="#">Save to List</a>   <a href="#">Edit</a>   <a href="#">Remove</a></p>	\$975.60	<input type="text" value="1"/> EA	\$975.60

[Save to a Shopping List](#) [Clear Cart](#) 1 Items | \$975.60 [Proceed to Checkout](#)

Proceed to checkout

Item is bought back to ECC



The screenshot shows the SAP 'Create Purchase Requisition' interface. The main table contains one item:

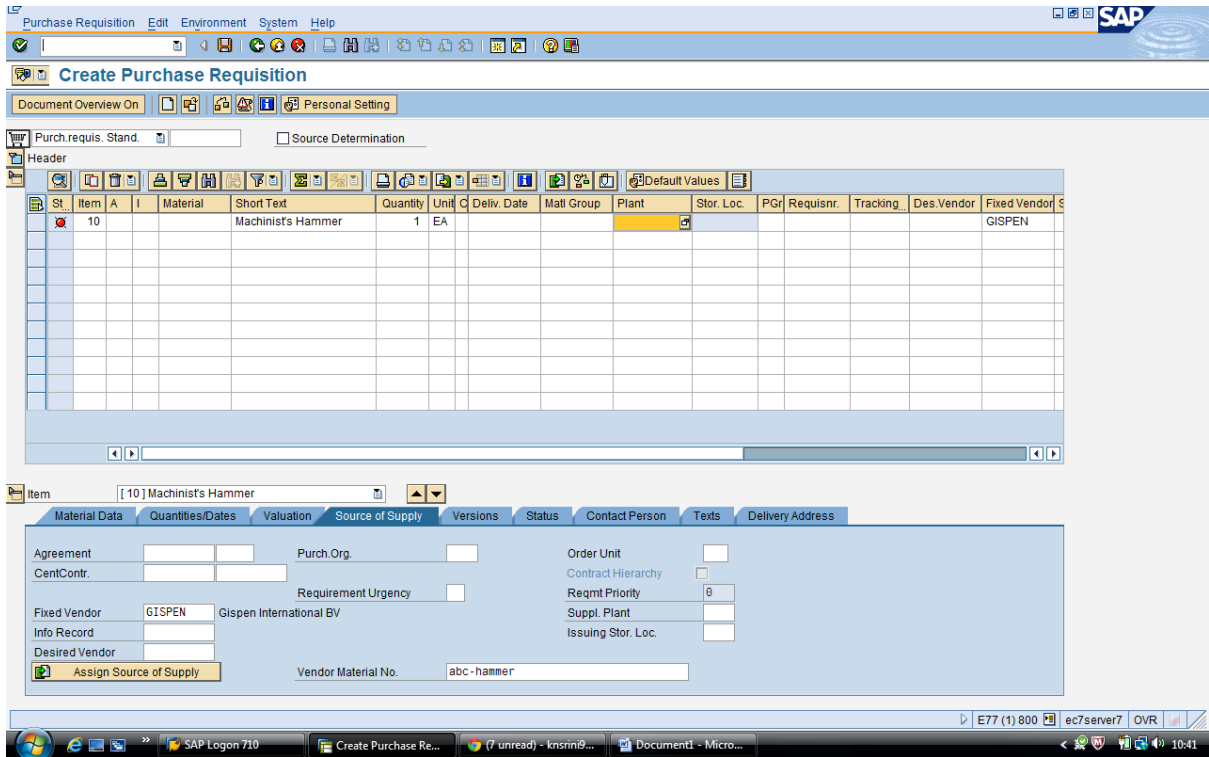
St.	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Mati Group	Plant	Stor. Loc.	PGr	Requisnr.	Tracking	Des. Vendor	Fixed Vendor S
	10				Machinist's Hammer	1	EA									GISPEN

Below the table, the 'Item' section is expanded for '[10] Machinist's Hammer'. The 'Valuation' tab is active, showing:

- Valuation Price: 31,50 USD / 1 EA Total Value: 0,00 USD
- Promotion: [empty field]
- Goods Receipt
- Inv. Receipt
- GR Non-Val.

The bottom of the screen shows the Windows taskbar with the SAP Logon 710 application open.

Click on "sources of supply" on item level



The screenshot shows the SAP 'Create Purchase Requisition' interface. The main table contains the following data:

St	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Mati Group	Plant	Stor. Loc.	PGI	Requisnr.	Tracking	Des. Vendor	Fixed Vendor
	10				Machinist's Hammer	1	EA									GISPEN

The 'Item' details for '[ 10 ] Machinist's Hammer' are shown below the table:

- Material Data: Agreement, CentContr., Fixed Vendor (GISPEN), Info Record, Desired Vendor.
- Quantities/Dates: Purch. Org., Requirement Urgency.
- Valuation: Purch. Org., Requirement Urgency.
- Source of Supply: Assign Source of Supply, Vendor Material No. (abc-hammer).
- Versions: Order Unit, Contract Hierarchy, Reqmt Priority (0), Suppl. Plant, Issuing Stor. Loc.
- Status: Status.
- Contact Person: Contact Person.
- Texts: Texts.
- Delivery Address: Delivery Address.

You can see the vendor is bought back to ECC as a fixed vendor

Enter "Account Assignment" = K

Plant = 2500

Purchase Requisition Edit Environment System Help SAP

**Create Purchase Requisition**

Document Overview On Personal Setting

Purch. requis. Stand.  Source Determination

Header

St	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Mati Group	Plant	Stor. Loc.	PGI	Requisnr.	Tracking	Des. Vendor	Fixed Vendor
	10	K			Machinist's Hammer	1	EA	18.11.2012		Rotterdam [						GISPEN

Item [10] Machinist's Hammer

Material Data | Quantities/Dates | Valuation | Account Assignment | Source of Supply | Versions | Status | Contact Person | Texts | Delivery Address

Agreement  Purch. Org.  Order Unit   
 CentContr.  Contract Hierarchy   
 Fixed Vendor GISPEN Gispen International BV Requirement Urgency 99 Reqmt Priority 1  
 Info Record  Suppl. Plant   
 Desired Vendor  Issuing Stor. Loc.   
 Assign Source of Supply Vendor Material No. ABC-HAMMER

Enter a purchasing organization E77 (1) 800 ec7server7 OVR

SAP Logon 710 Create Purchase Re... (7 unread) - knsrin8... Document1 - Micro... 10:42

Enter Purchasing Org = 2500

Enter cost center in "account assignment" tab = 10-comp



Purchase Requisition Edit Environment System Help SAP

**Create Purchase Requisition**

Document Overview On Personal Setting

Purch. requis. Stand.   Source Determination

Header

St	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Mati Group	Plant	Stor. Loc.	PGI	Requisnr.	Tracking	Des. Vendor	Fixed Vend
10	K				Machinist's Hammer	1	EA	18.11.2012		Rotterdam Dis						GISPEN

Item: [10] Machinist's Hammer

Material Data | Quantities/Dates | Valuation | Account Assignment | Source of Supply | Versions | Status | Contact Person | Texts | Delivery Address

AccAssCat Cost center Distribution Single account assignme CoCode IDES Netherla

Unloading Point Recipient

GL Account 400000  
Business Area 9900  
CO Area 1000  
Cost Center 10-COMP  
Profit Center 1400

Enter Purch. Group E77 (1) 800 ec7server7 OVR

SAP Logon 710 Create Purchase Re... (7 unread) - knsrin@... Document1 - Micro...

Enter purchasing group = 001

Purchase Requisition Edit Environment System Help SAP

**Create Purchase Requisition**

Document Overview On Personal Setting

Purch. requis. Stand.   Source Determination

Header

St	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Mati Group	Plant	Stor. Loc.	PGI	Requisnr.	Tracking	Des. Vendor	Fixed Vend
10	K				Machinist's Hammer	1	EA	18.11.2012		Rotterdam Dis		001				GISPEN

Item: [10] Machinist's Hammer

Material Data | Quantities/Dates | Valuation | Account Assignment | Source of Supply | Versions | Status | Contact Person | Texts | Delivery Address

AccAssCat Cost center Distribution Single account assignme CoCode IDES Netherla

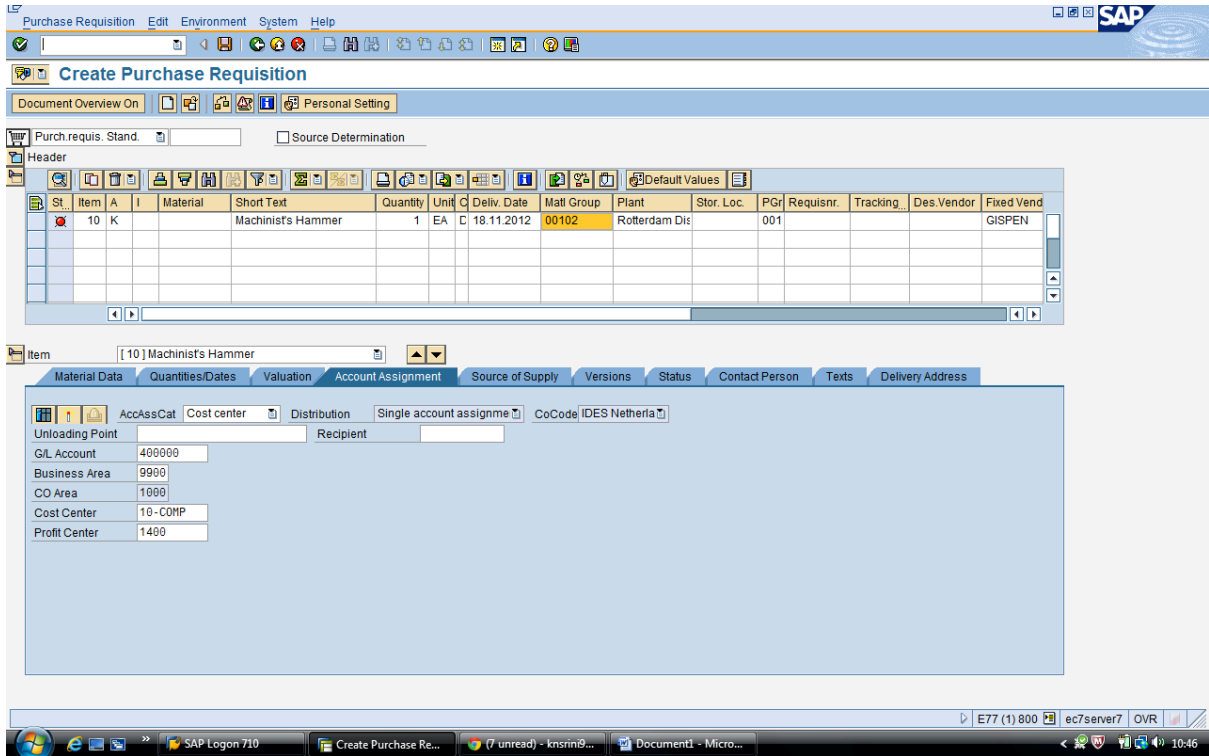
Unloading Point Recipient

GL Account 400000  
Business Area 9900  
CO Area 1000  
Cost Center 10-COMP  
Profit Center 1400

Enter Material Group E77 (1) 800 ec7server7 OVR

SAP Logon 710 Create Purchase Re... (7 unread) - knsrin@... Document1 - Micro...

Enter material group = 00102



Purchase Requisition Edit Environment System Help

Create Purchase Requisition

Document Overview On Personal Setting

Purch.requis. Stand. Source Determination

St.	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Matl Group	Plant	Stor. Loc.	PGI	Requisnr.	Tracking	Des.Vendor	Fixed Vend
	10	K			Machinist's Hammer	1	EA	18.11.2012	00102	Rotterdam Dis			001			GISPEN

Item: [10] Machinist's Hammer

Material Data Quantities/Dates Valuation Account Assignment Source of Supply Versions Status Contact Person Texts Delivery Address

Unloading Point Recipient

AccAssCat Cost center Distribution Single account assignme CoCode IDES Netherla

GL Account 400000

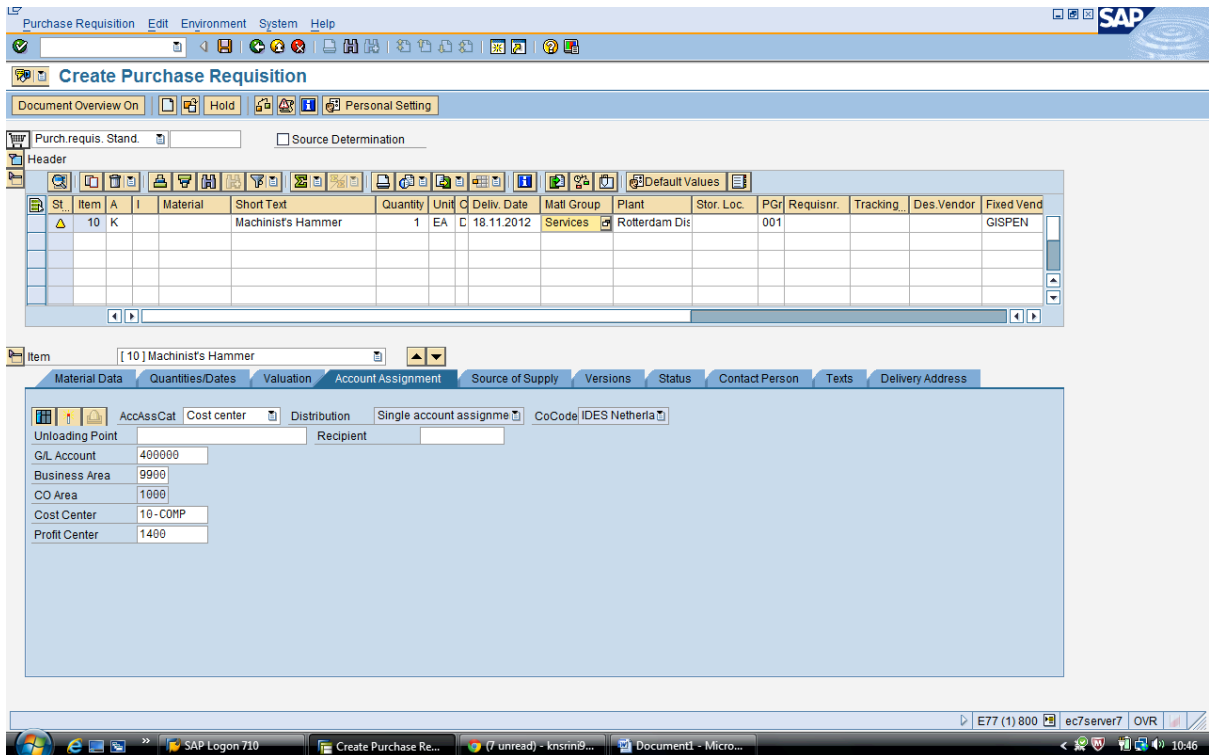
Business Area 9900

CO Area 1000

Cost Center 10-COMP

Profit Center 1400

E77 (1) 800 ec7server7 OVR 10:46



Purchase Requisition Edit Environment System Help

Create Purchase Requisition

Document Overview On Hold Personal Setting

Purch.requis. Stand. Source Determination

St.	Item	A	I	Material	Short Text	Quantity	Unit	Deliv. Date	Matl Group	Plant	Stor. Loc.	PGI	Requisnr.	Tracking	Des.Vendor	Fixed Vend
	10	K			Machinist's Hammer	1	EA	18.11.2012	Services	Rotterdam Dis			001			GISPEN

Item: [10] Machinist's Hammer

Material Data Quantities/Dates Valuation Account Assignment Source of Supply Versions Status Contact Person Texts Delivery Address

Unloading Point Recipient

AccAssCat Cost center Distribution Single account assignme CoCode IDES Netherla

GL Account 400000

Business Area 9900

CO Area 1000

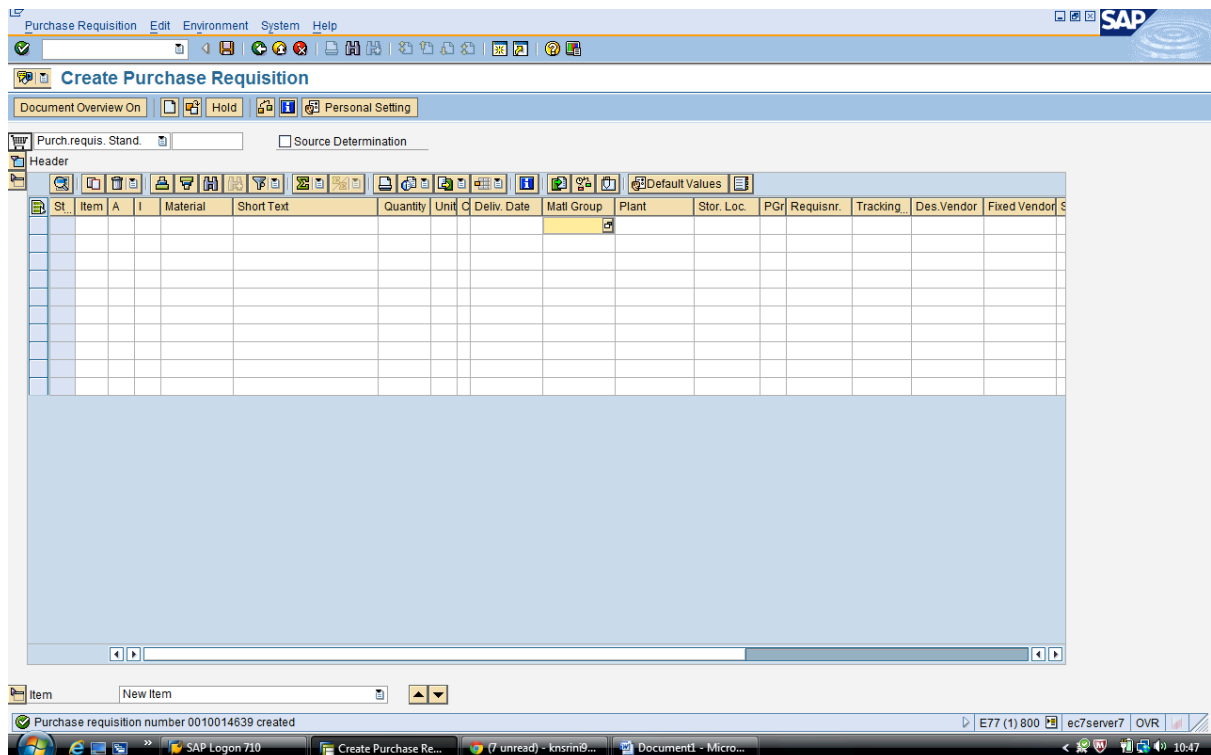
Cost Center 10-COMP

Profit Center 1400

E77 (1) 800 ec7server7 OVR 10:46

Save

Purchasing Requisition has been saved



The screenshot shows the SAP 'Create Purchase Requisition' interface. The title bar indicates 'Purchase Requisition Edit Environment System Help' and the SAP logo is in the top right. Below the title bar is a toolbar with various icons. The main area is titled 'Create Purchase Requisition' and contains a sub-toolbar with 'Document Overview On', 'Hold', and 'Personal Setting' buttons. Below this is a 'Purch. requis. Stand.' field and a 'Source Determination' checkbox. The main data area is a table with the following columns: St., Item, A, I, Material, Short Text, Quantity, Unit, C, Deliv. Date, Matl Group, Plant, Stor. Loc., PGR, Requisnr., Tracking, Des. Vendor, and Fixed Vendor S. The table is currently empty. At the bottom, there is an 'Item' field with 'New Item' selected. The status bar at the very bottom shows 'Purchase requisition number 0010014639 created' and system information 'E77 (1) 800 ec7server7 OVR'. The Windows taskbar at the bottom shows several open applications: 'SAP Logon 710', 'Create Purchase Re...', '(7 unread) - knsrni9...', and 'Document1 - Micro...'. The system clock shows '10:47'.