

Create PO from Requisition

Home (80) Summary Create PO from Requisition x

Create Purchase Orders from Requisitions
Create Purchase orders from Purchase Requisitions.

Requisition

Organization

Warehouse

Document Date To

Date Required To

Priority

User/Contact

Product

Product Category

Business Partner Group

☒ Consolidate to one Document

☐ Run as Job

Saved Parameters

OK Cancel

Parameter :-

1. **Requisition** : Drop down to select Requisitions Document numbers. The user has the option to select and proceed for a purchase order.
2. **Organization** : This field is to select organization, on a selection of organization user has option to proceed for Purchase order according to available Requisitions.
3. **Warehouse** : This field is to select Warehouse, on a selection of Warehouse user has option to proceed for Purchase order according to available Requisitions.
4. **Document Date** : Date of Document as per user concerns.
5. **Date Required** : Date on Purchase order is required is required
6. **Priority**: According to importance we can set priority for that Purchase order (High, Low, Medium, Minor, Urgent).
7. **User contact**: He is the contact person in that particular vendor side
8. **Product** : This field is to select Product, on a selection of Product user has option to proceed for Purchase order according to available Requisitions.
9. **Product Category**: This field is to select Product Category, on a selection of Product Category user has option to proceed for Purchase order according to available Requisitions.
10. **Business Partner Group** : Groups of business partner (Agent, Customers, Employee and vendor, ect.)
11. **Consolidate in One document**: To consolidate several requisitions into a single purchase order,

choose this checkbox.

Process Use :

This process is used to create Purchase order from requisition automatically.

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