



For Ariba Enabled Suppliers

Ariba-Enabled Suppliers will be able to connect and interact through the Ariba network.

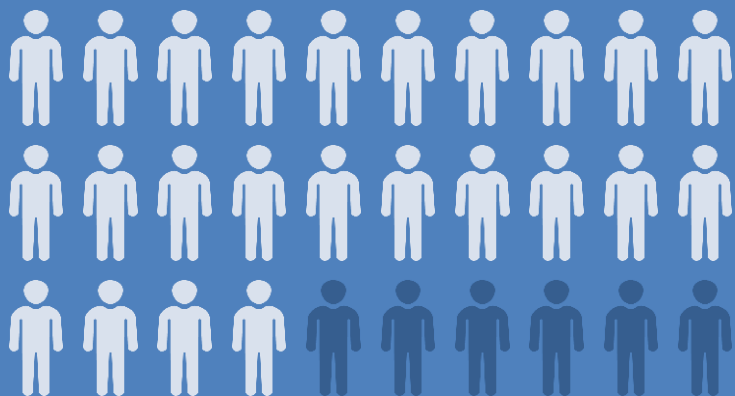
PO FLIP PROCESS

Did you know?

There is an **Ariba Supplier App** which can be installed to your mobile device to get **quick updates and notifications** from the Ariba Network. You can **view and track orders** from the mobile device and with appropriate permissions you can also **confirm standard purchase orders**.

Step C

Supplier creates and submits a Ship Notice (optional) by filling in all the necessary fields



Credit/Line-item Credit Memo

Supplier also has an option to issue a Credit Memo to inform Motiva of the credits issued in case of ordering, shipping, or billing problems are encountered

OR

Step A

Supplier receives the **Purchase Order** directly in their ERP system



A. Purchase Order

Step B

Supplier can either confirm or reject an entire order or update the line items of the order



B. Order Confirmation

Step D

Supplier creates and submits an invoice by entering all the shipping details, payment terms, and other additional details in the ERP system



C. Ship Notice

D. Standard Invoice

Purchase Order



Contractual document in short-form used to communicate the need to make a purchase

Order Confirmation



Document that highlights the order details provided by a Supplier to a Customer

Invoice



Document sent by the Supplier which specifies in detail the services performed / materials provided and the amount due for those items