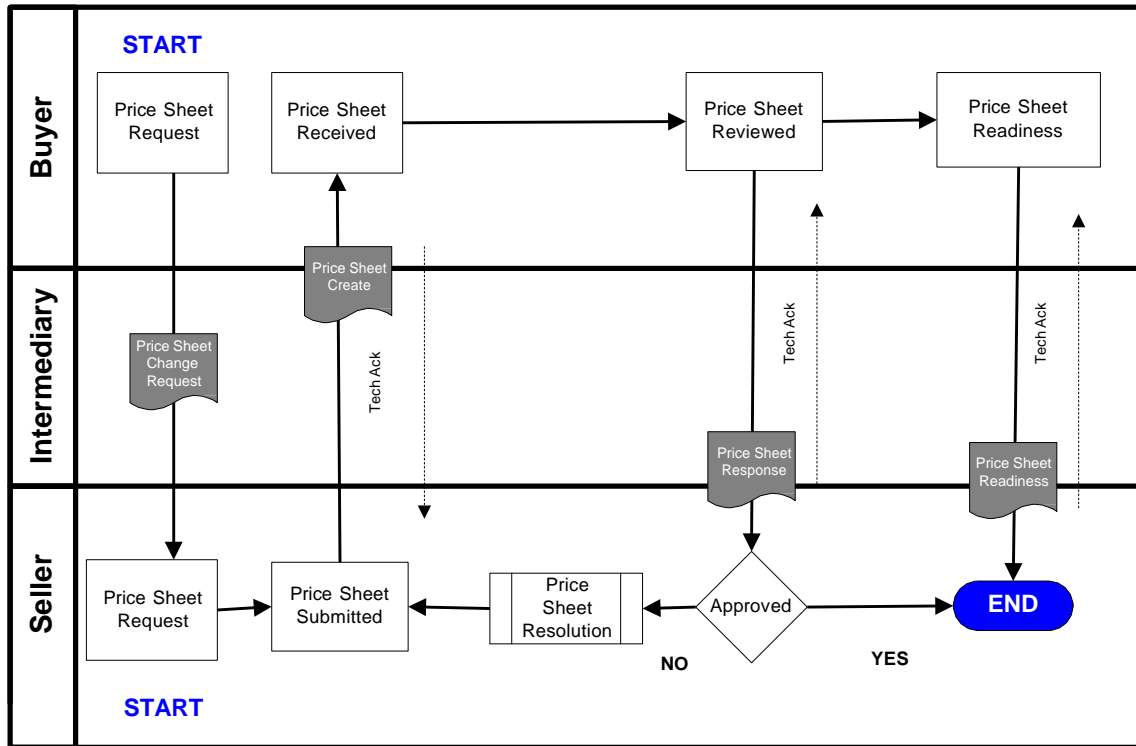


Price Sheet Syndication Business Process Guideline (BPG)

Below is the Business Process Diagram for the Price Sheet transaction. This is not the only method in which the process may occur; however, it represents a primary process. A third party acting as an agent for the buyer or seller may be involved but the primary actors are considered to be the buyer and seller.



Process Model - Seller or Buyer request a price sheet to be loaded into the Buyer's system. A price sheet is then created after the acceptance or request from the buyer to create a price sheet. A price sheet is generated for Buyer review and approval.

The Buyer processes the price sheet and sends a Price Sheet Response, accepting or disputing the item information in whole or in part. Disputes are handled in accordance with mutually agreed dispute resolution process. Once disputes are resolved, a corrected (or new) price sheet is generated and sent to the Buyer. Upon a successful approval of the price sheet, the Buyer will send a Price Sheet Readiness message to the supplier indicating invoice can be sent with new pricing.

Use Case: Buyer Requested Price Sheet

Business process name	Price Sheet
Identifier	Email; Intermediary
Actors	Buyer, Seller, Intermediary was involved as an agent for the buyer and seller
Definitions	<p>Trading Partner: The Buyer or Seller</p> <p>Intermediary: Organization between Trading Partners that may handle routing and/or act on behalf of Trading Partner at different stages in the business process workflow</p> <p>Payload: Price Sheet/Price Sheet Response data/Price Sheet Readiness</p> <p>Routing Hub: Intermediary that routes messages but does not participate in business process workflow.</p> <p>Network: Intermediary that acts on behalf of buyer or seller and is a participant in the business process workflow.</p> <p>Price Sheet: Is an established price for material, products or services established between the supplier and customer per project, job or service. A agreed upon pricing for materials/services based upon contract priced used for invoice validation or spend analysts.</p> <p>Price Sheet Response: The Price Sheet Response message refers to Price Sheet data payload and is transmitted by buyer to seller to indicate that the Price Sheet has been approved or is in dispute.</p> <p>Price Sheet Readiness: The Price Sheet Readiness message is transmitted by buyer to seller to indicate that the price sheet has been loaded into the Buyer's validation system for invoice validation.</p>
Description	Buyer requires price list of goods and services. Supplier provides list to buyer. Buyer accepts or rejects. Accepted price sheet is processed by buyer for readiness.
Pre-condition	Buyer requires price sheet from the Supplier
Post-conditions	Supplier is able to invoice for goods or services provided to the Buyer.
Scenario	<p>Buyer requires goods or services from the Supplier. A contract is signed for these goods and services.</p> <p>Supplier produces a price sheet and sends to buyer or buyer's representative.</p> <p>Buyer approves or disapproves price sheet.</p> <p>Approved price sheet is loaded into the buyer's system for processing. Disapproved price sheet is sent back to the supplier for resolution.</p> <p>Upon conclusion of review process, Buyer issues Price Sheet Response to accept/approve price sheet.</p> <p>Once price sheet is loaded into Buyer's system, the Buyer issues a Price Sheet Readiness Response.</p>

Recommended Best Practices	<ul style="list-style-type: none">• Price Sheet is a representation of the actual contract.• Price Sheet Readiness should be less than two weeks.• Price changes are pre-agreed upon by a contract amendment.• Buyer should issue one Price Sheet Response to accept/approve Price Sheet at the successful conclusion of review process.• Price Sheet and Price Sheet Response should be transmitted via the same communication channel.
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