

PROCUREMENT

EXPEDITING

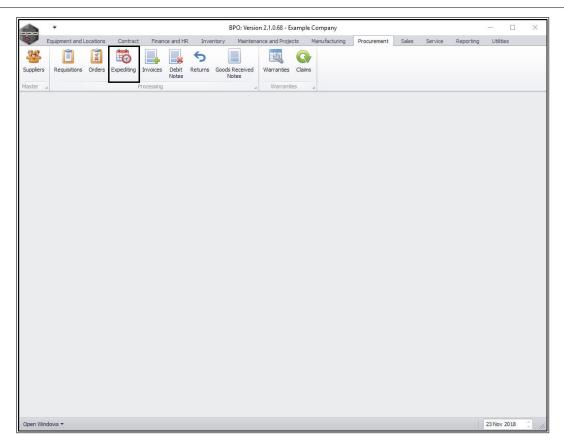
In this process you can update the **Expected** delivery date – **per item** on a purchase order. No configuration is required for this option.

You will need to be able to view the list of **open** purchase order items, with their **Expected** delivery date.

Note: The **Expected** delivery date is initially set on the purchase order, based on the **date** the purchase order was created, plus the **lead time** (in days) as set on the **Inventory Definition Supplier Link**.

Ribbon Access: *Procurement > Expediting*





The *Order Expediting* screen will be displayed.

Select the Site

1. Ensure that you select the *site* that contains the relevant purchase order.

PURCHASE ORDER

2. Select the *row* of the *purchase order <u>item</u>* that you wish to expedite.

Note: There can be *more than one* item linked to a purchase order - ensure that you have selected the correct item.

3. Click in the *Expected* date field of the selected purchase order.



| Home | Equipment and | Locations Con | ntract Finance and HR | Inventory Mainte | enance and Project | s Manufactu | ring Procurem | ent Sales Service | Reporting Utilities | - 8 > |
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| POCode | Expected | SupplierCode | SupplierName | RequestorName | EventDate | PartType | PartCode | PartDesc | WarehouseName | BinLocation |
| Ŧ | | | | | | | | | | |
| PO0000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| PO0000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | A | SP1919 | SP1919 Sprint Colour | Main Warehouse | |
| PO0000340 | 23 May 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 19 May 2017 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000345 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| PO0000347 | 23 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | С | 2020-147Y | Yellow toner SP2020 | Main Warehouse | |
| PO0000347 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| PO0000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | с | SP19-147M | Magenta toner - SP1919 | Main Warehouse | |
| PO0000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | A | KM250MFP | Konica Minolta Colour | Main Warehouse | |
| PO0000430 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | с | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000431 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000434 | 12 Mar 2018 | 1111 | AB Goods | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| PO0000436 | 12 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| PO0000437 | 14 Mar 2018 | YES001 | Young Electric | Abigail Milne | 13 Mar 2018 | С | DR-01 | Drum Component 1 | Main Warehouse | |
| PO0000438 | 13 Mar 2018 | SPR001 3 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147M | SP204 Magenta Toner | Main Warehouse | |
| PO0000439 | 13 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147C | SP204 Cyan Toner | Main Warehouse | |
| PO0000444 | 12 Apr 2018 | 111 | AB Goods | Abigail Milne | 11 Apr 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| PO0000447 | 14 Aug 2018 | YES001 | Young Electric | Abigail Milne | 14 Aug 2018 | С | 102-7854 | Network cable | Main Warehouse | |
| PO0000452 | 30 Aug 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 28 Aug 2018 | С | CL-100-965 | Cleaner | Main Warehouse | |
| PO0000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4CS | A4 Clear Plastic Cover | Main Warehouse | |
| PO0000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4CB | A4 Cardboard Backing | Main Warehouse | |
| 00000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4NP | A4 Note Paper | Main Warehouse | |
| P00000454 | 30 Sep 2018 | 1111 | AB Goods | Abigail Milne | 07 Sep 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| PO0000466 | 21 Sep 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 20 Sep 2018 | С | A4NP | A4 Note Paper | Main Warehouse | |
| PO0000478 | 28 Sep 2018 | SPR002 | Sprint International | Abigail Milne | 27 Sep 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | Α | SP2020 | SP2020 Sprint Colour | Main Warehouse | |
| PO0000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |

CONFIRM DELIVERY DATE CHANGE

- 1. An *Input Validation* message box will pop up asking:
 - Are you sure you want to change the expected delivery date for [] on order []?
- 2. You will note that although there are **3** items linked to this purchase order, only the item that has been selected will have it's delivery date changed.
- 3. Click on Yes.



| Q | Home | Equipment and | Locations Con | tract Finance and HR | Inventory Mainter | nance and Projects | Manufactu | ring Procurem | ent Sales Service | Reporting Utilities | - 8 |
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| | i a column hea OCode | der here to gro | op by that column | SupplierName | RequestorName | EventDate | PartType | PartCode | PartDesc | WarehouseName | BinLocatio |
| | ocode | LAPECIEU | Suppliercode | Supplemanie | Requestorivane | LVenubate | Faitiype | FaitCode | Faituresc | warenousewanie | Diricocado |
| | | | 000.000 | | 5 Fil 64 1 | 10.11 00.17 | | 2022.055 | | Main Warehouse | |
| | 00000338 | 19 May 2017 | SPR002 SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | В | 2020-856 SP 19 19 | Drum SP 1919 Sprint Colour | Main Warehouse | |
| | 00000338 | 19 May 2017 | | Sprint International | Judith Mudzengi | 19 May 2017 | A | | and the second sec | | |
| | 00000340 | 23 May 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 19 May 2017 | C | 2020-147K 2020-856 | Black toner SP2020 | Main Warehouse | |
| | 00000345 | 19 May 2017 | SPR001 | | | 19 May 2017 | 8 | 2020-856 2020-147Y | Drum Yellow toner SP2020 | Main Warehouse | |
| | 00000347 | 23 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | C | | | | |
| | 00000347 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | В | 2020-856 | Drum | Main Warehouse | |
| | 00000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | c | SP19-147M | Magenta toner - SP1919 | | |
| | 00000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | A | KM250MFP | Konica Minolta Colour | Main Warehouse | |
| | 00000430 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne 3 | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| | 00000431 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| | 00000434 | 12 Mar 2018 | 1111 | AB Goods | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| | 00000436 | Input valida | tion | | | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| | 00000437 | | | | | 13 Mar 2018 | С | DR-01 | Drum Component 1 | Main Warehouse | |
| | 00000438 | 2 | Are you sure you w | ant to change the expect | ed delivery date | 13 Mar 2018 | С | 204-147M | SP204 Magenta Toner | Main Warehouse | |
| | 00000439 | | or A4CS on order | - PO0000455. | / | 13 Mar 2018 | С | 204-147C | SP204 Cyan Toner | Main Warehouse | |
| P | 00000444 | | ~ | | <u>*</u> | 11 Apr 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| P | 00000447 | | | Yes | No | 14 Aug 2018 | С | 102-7854 | Network cable | Main Warehouse | |
| P | 00000452 | ــــــــــــــــــــــــــــــــــــــ | | \sim $-$ | | 28 Aug 2018 | С | CL-100-965 | Cleaner | Main Warehouse | |
| P | 00000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | C | A4CS | A4 Clear Plastic Cover | Main Warehouse | |
| P | 00000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | c | A4CB | A4 Cardboard Backing | Main Warehouse | |
| P | 00000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | ~ | A4NP | A4 Note Paper | Main Warehouse | |
| P | 00000454 | 30 Sep 2018 | +111 | AB Goods | Abigail Milne | 07 Sep 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| P | 00000466 | 21 Sep 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 20 Sep 2018 | С | ASIP | A4 Note Paper | Main Warehouse | |
| P | 00000478 | 28 Sep 2018 | SPR002 | Sprint International | Abigail Milne | 27 Sep 2018 | c / | 2020-147K | Black toner SP2020 | Main Warehouse | |
| P | 00000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | A / | SP2020 | SP2020 Sprint Colour | Main Warehouse | |
| P | 00000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | / | 2020-147K | Black toner SP2020 | Main Warehouse | |
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NEW DELIVERY DATE

- A drop-down *arrow* will appear in the Expected date field of the selected purchase order item.
- Click on this arrow.



| P | Home | Equipment and | Locations Con | tract Finance and HR | Inventory Mainte | enance and Projects | s Manufactu | ring Procurem | ent Sales Service | Reporting Utilities | - 8 |
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| | OCode | Expected | SupplierCode | SupplierName | RequestorName | EventDate | PartType | PartCode | PartDesc | WarehouseName | BinLocatio |
| 2 | | | | | | | | | | | |
| P | 00000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| P | 00000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | A | SP1919 | SP1919 Sprint Colour | Main Warehouse | |
| P | 00000340 | 23 May 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 19 May 2017 | с | 2020-147K | Black toner SP2020 | Main Warehouse | |
| P | 00000345 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| P | 00000347 | 23 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | С | 2020-147Y | Yellow toner SP2020 | Main Warehouse | |
| P | 00000347 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | 8 | 2020-856 | Drum | Main Warehouse | |
| P | 00000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | с | SP19-147M | Magenta toner - SP 19 19 | Main Warehouse | |
| P | 00000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | A | KM250MFP | Konica Minolta Colour | Main Warehouse | |
| P | 00000430 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| P | 00000431 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| P | 00000434 | 12 Mar 2018 | 1111 | AB Goods | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| P | 00000436 | 12 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| P | 00000437 | 14 Mar 2018 | YES001 | Young Electric | Abigail Milne | 13 Mar 2018 | С | DR-01 | Drum Component 1 | Main Warehouse | |
| P | 00000438 | 13 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147M | SP204 Magenta Toner | Main Warehouse | |
| P | 00000439 | 13 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | с | 204-147C | SP204 Cyan Toner | Main Warehouse | |
| P | 00000444 | 12 Apr 2018 | 1111 | AB Goods | Abigail Milne | 11 Apr 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| P | 00000447 | 14 Aug 2018 | YES001 | Young Electric | Abigail Milne | 14 Aug 2018 | С | 102-7854 | Network cable | Main Warehouse | |
| P | 00000452 | 30 Aug 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 28 Aug 2018 | С | CL-100-965 | Cleaner | Main Warehouse | |
| ? P | 00000453 | 10 Sep 20 🔻 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4CS | A4 Clear Plastic Cover | Main Warehouse | |
| P | 00000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4CB | A4 Cardboard Backing | Main Warehouse | |
| P | 00000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4NP | A4 Note Paper | Main Warehouse | |
| P | 00000454 | 30 Sep 2018 | 1111 | AB Goods | Abigail Milne | 07 Sep 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| P | 00000466 | 21 Sep 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 20 Sep 2018 | С | A4NP | A4 Note Paper | Main Warehouse | |
| P | 00000478 | 28 Sep 2018 | SPR002 | Sprint International | Abigail Milne | 27 Sep 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| P | 00000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | A | SP2020 | SP2020 Sprint Colour | Main Warehouse | |
| P | 00000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | с | 2020-147K | Black toner SP2020 | Main Warehouse | |
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- 1. A *calendar* will pop up with the current Expected date selected.
- 2. Click on the *new date* you wish to change this to.



| Home | Equipment and | Locations Contra | ict Finance and HR | Inventory Mainti | enance and Projects | Manufactu | ring Procurem | ent Sales Service | Reporting Utilities | _ & × |
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| POCode | Expected | SupplierCode | SupplierName | RequestorName | EventDate | PartType | PartCode | PartDesc | WarehouseName | BinLocation |
| 7 | | | | | | | | | | |
| PO0000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| PO0000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | A | SP1919 | SP 19 19 Sprint Colour | Main Warehouse | |
| PO0000340 | 23 May 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 19 May 2017 | с | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000345 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| PO0000347 | 23 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | С | 2020-147Y | Yellow toner SP2020 | Main Warehouse | |
| PO0000347 | 19 May 2017 | SPR001 | Sprint Distributors Local | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| PO0000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | С | SP19-147M | Magenta toner - SP 19 19 | Main Warehouse | |
| PO0000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | A | KM250MFP | Konica Minolta Colour | Main Warehouse | |
| PO0000430 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000431 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000434 | 12 Mar 2018 | 1111 | AB Goods | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| PO0000436 | 12 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| PO0000437 | 14 Mar 2018 | YES001 | Young Electric | Abigail Milne | 13 Mar 2018 | С | DR-01 | Drum Component 1 | Main Warehouse | |
| PO0000438 | 13 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147M | SP204 Magenta Toner | Main Warehouse | |
| PO0000439 | 13 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147C | SP204 Cyan Toner | Main Warehouse | |
| PO0000444 | 12 Apr 2018 | 1111 2 | AB Goods | Abigail Milne | 11 Apr 2018 | с | Az4DB | A4 Drawing Book | Main Warehouse | |
| PO0000447 | 14 Aug 2018 | YES001 | Young Electric | Abigail Milne | 14 Aug 2018 | С | 102-7854 | Network cable | Main Warehouse | |
| PO0000452 | 30 Aug 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 28 Aug 2018 | С | CL-100-965 | Cleaner | Main Warehouse | |
| PO0000453 | 10 Sep 20 🔻 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | с | A4CS | A4 Clear Plastic Cover | Main Warehouse | |
| PO0000453 | | 23 November 2018 | 9 | Abigail Milne | 07 Sep 2018 | С | A4CB | A4 Cardboard Backing | Main Warehouse | |
| PO0000453 | ۲ | September 2018 | ۰. | Abigail Milne | 07 Sep 2018 | С | AANP | A4 Note Paper | Main Warehouse | |
| PO0000454 | Sun Mo | on Tue Wed Thu | Fri Sat | Abigail Milne | 07 Sep 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| PO0000466 | 26 2 | 27 28 29 | | Abigail Milne | 20 Sep 2018 | С | A4NP | A4 Note Paper | Main Warehouse | |
| PO0000478 | | 3 4 5 6 | | Abigail Milne | 27 Sep 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| PO0000481 | 9 1 | 10 11 12 13 | 14 15 0 | Abigail Milne | 08 Oct 2018 | A | SP2020 | SP2020 Sprint Colour | Main Warehouse | |
| PO0000481 | | 17 18 19 20 | 21 22 | Abigail Milne | 08 Oct 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| 1 | 23 2 30 | 24 25 26 27 | 28 29 | | | | | | | |
| | | Clear | | | | | | 2 | | + |

- 1. The *new date* will now populate the *Expected* date column.
- 2. *Close* the screen when you are done.



| 1 | Home | Equipment and | Locations Con | tract Finance and HR | Inventory Mainte | enance and Projects | Manufactu | ring Procurem | ent Sales Service | Reporting Utilities | - 8 > |
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| | POCode | Expected | SupplierCode | SupplierName | RequestorName | EventDate | PartType | PartCode | PartDesc | WarehouseName | BinLocation |
| • | | | | | | | | | | | |
| | PO0000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| | PO0000338 | 19 May 2017 | SPR002 | Sprint International | Judith Mudzengi | 19 May 2017 | A | SP1919 | SP 19 19 Sprint Colour | Main Warehouse | |
| | PO0000340 | 23 May 2017 | SPR001 | and the second s | | 19 May 2017 | c | 2020-147K | Black toner SP2020 | Main Warehouse | |
| | PO0000345 | 19 May 2017 | SPR001 | Sprint Distributors Local | | 19 May 2017 | в | 2020-856 | Drum | Main Warehouse | |
| | PO0000347 | 23 May 2017 | SPR001 | | Judith Mudzengi | 19 May 2017 | c | 2020-147Y | Yellow toner SP2020 | Main Warehouse | |
| | PO0000347 | 19 May 2017 | SPR001 | | Judith Mudzengi | 19 May 2017 | 8 | 2020-856 | Drum | Main Warehouse | |
| | PO0000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | c | SP19-147M | Magenta toner - SP 1919 | Main Warehouse | |
| | PO0000411 | 29 Nov 2017 | SPR001 | Sprint Distributors Local | Bianca Du Toit | 27 Nov 2017 | A | KM250MFP | Konica Minolta Colour | Main Warehouse | |
| | PO0000430 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | с | 2020-147K | Black toner SP2020 | Main Warehouse | |
| | PO0000431 | 12 Mar 2018 | YES001 | Young Electric | Abigail Milne | 08 Mar 2018 | с | 2020-147K | Black toner SP2020 | Main Warehouse | |
| | PO0000434 | 12 Mar 2018 | 1111 | AB Goods | Abigail Milne | 09 Mar 2018 | С | 1212 | ABPart | Main Warehouse | |
| | PO0000436 | 12 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 09 Mar 2018 | с | 1212 | ABPart | Main Warehouse | |
| | PO0000437 | 14 Mar 2018 | YES001 | Young Electric | Abigail Milne | 13 Mar 2018 | С | DR-01 | Drum Component 1 | Main Warehouse | |
| | PO0000438 | 13 Mar 2018 | SPR001 1 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147M | SP204 Magenta Toner | Main Warehouse | |
| | PO0000439 | 13 Mar 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 13 Mar 2018 | С | 204-147C | SP204 Cyan Toner | Main Warehouse | |
| | PO0000444 | 12 Apr 2018 | 1111 | AB Goods | Abigail Milne | 11 Apr 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| | PO0000447 | 14 Aug 2018 | Y25001 | Young Electric | Abigail Milne | 14 Aug 2018 | с | 102-7854 | Network cable | Main Warehouse | |
| | PO0000452 | 30 Aug 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 28 Aug 2018 | С | CL-100-965 | Cleaner | Main Warehouse | |
| τ | PO0000453 | 06 Sep 20: 🔻 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4CS | A4 Clear Plastic Cover | Main Warehouse | |
| | PO0000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | С | A4CB | A4 Cardboard Backing | Main Warehouse | |
| | PO0000453 | 10 Sep 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 07 Sep 2018 | C | A4NP | A4 Note Paper | Main Warehouse | |
| | PO0000454 | 30 Sep 2018 | 1111 | AB Goods | Abigail Milne | 07 Sep 2018 | С | Az4DB | A4 Drawing Book | Main Warehouse | |
| | PO0000466 | 21 Sep 2018 | SPR001 | Sprint Distributors Local | Abigail Milne | 20 Sep 2018 | С | A4NP | A4 Note Paper | Main Warehouse | |
| | PO0000478 | 28 Sep 2018 | SPR002 | Sprint International | Abigail Milne | 27 Sep 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |
| | PO0000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | Α | SP2020 | SP2020 Sprint Colour | Main Warehouse | |
| | PO0000481 | 11 Oct 2018 | TON002 | Tonys Copy Shop | Abigail Milne | 08 Oct 2018 | С | 2020-147K | Black toner SP2020 | Main Warehouse | |

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