

## Introduction to S.P. Richards Carton Pricing

S.P. Richards offers some price files that they refer to as “carton” pricing. As a dealer, you must purchase these items in the specified quantities to receive the special dealer cost for the items on this program.

You would not want to use these low costs for your standard consumer cost or as your normal purchasing cost for any of these two reasons:

- The program’s “required” unit of measure is a larger unit than how the dealer sells the item in their system.
- Or, the item has a minimum quantity and the dealer must buy in exact multiples of a quantity.

To allow dealers to create stock purchase orders for these items, with the correct cost and required quantity, O/PUS has added the logic to a U\_SPR program to create a vendor contract. The contract should then be assigned to the dealer’s S.P. Richards vendor record. Then, when the PO is created, the contract can provide the required quantities information and program cost for the Purchase order.

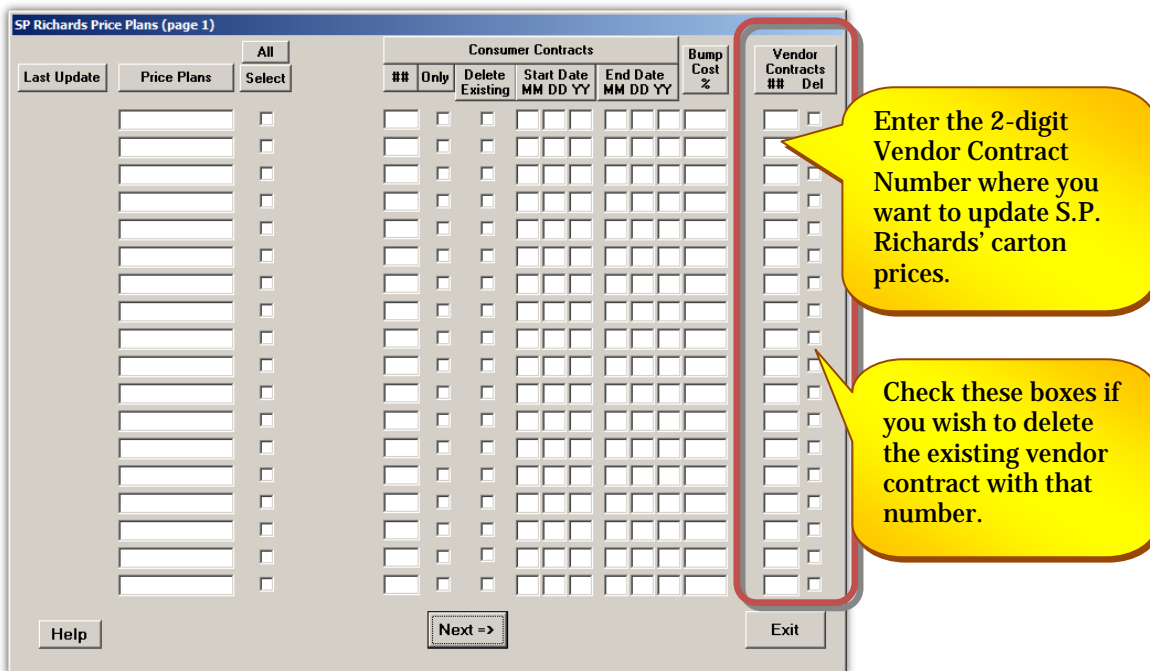
In this document, we will illustrate:

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### How to Use UpdateSPR.exe MultiLoader to Load Carton Pricing

For 4Q2010, O/PUS has enhanced the S.P. Richards Multiloader software (UpdateSPR.exe version v00920a) with new Vendor Contract columns in the Price Plan page. To obtain this version, download the latest OPUSInstall as you normally would from the [ECi Customer Support Portal](#), and run the installation.

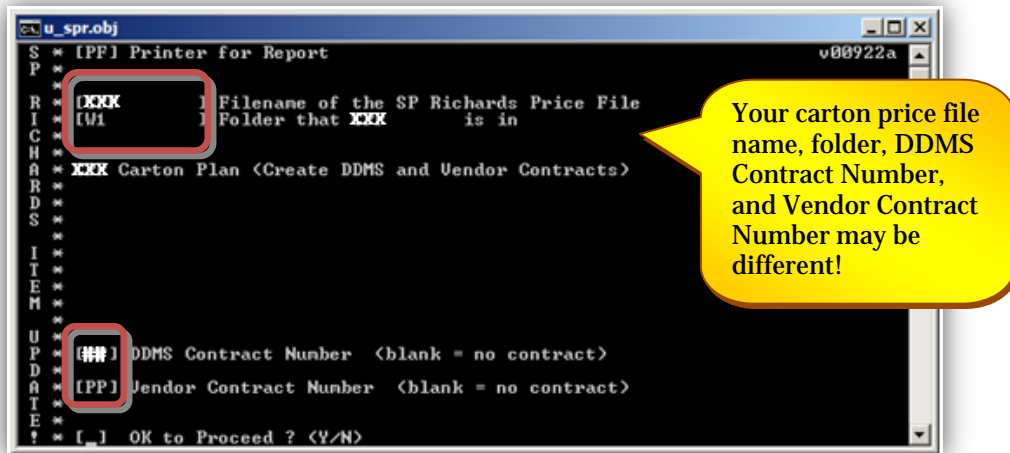
Run UpdateSPR.exe and open the Price Plan page. In the Price Plan field, specify the “carton” price file name. Click the SELECT field. In the Vendor Contract ## field, enter the 2 digit name for the vendor contract. (If you wish to delete the existing vendor contract with that number, click the Del checkbox.) The system will create a vendor contract in addition to a consumer contract for the “carton” price files. For detailed instructions on UpdateSPR.exe, see [Load Multiple S.P. Richards Price Files At Once \(pdf\)](#).



### Use Text-Based (+IF) Screen to Load Carton Pricing

Using PSNControl, download the U\_SPR program. Use the U\_SPR program to process the “carton” price file in the (+IF) screen. Enter a contract number at the CONTRACT prompt, as shown below.

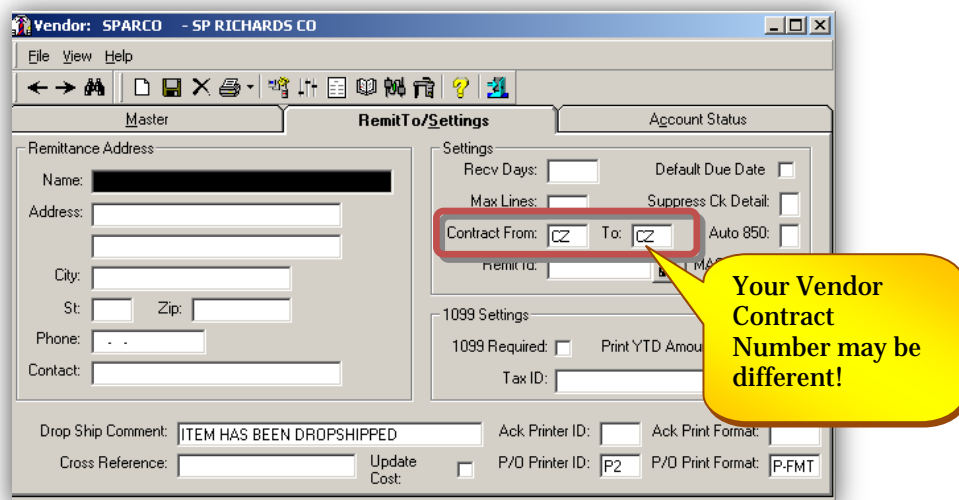
**Note:** While the UpdateSPR.exe multiloader wizard can make a vendor contract from any plan, running U\_SPR in (+IFP) will create a vendor contract only on the three known carton program names.



### How to Assign the Vendor Contract to S.P. Richards

In order to use the vendor contract when creating a PO, you must assign the contract(s) to your S.P. Richards vendor record in DDMS.

In the REMIT TO/SETTINGS tab of the S.P. Richards vendor record, enter the contract name in the FROM and TO fields, as shown below. If you have more than one contract for this vendor, you can use these fields to specify a range of contracts.



## How to View the Vendor Contract in the Text-Based (EV) Screen

**Note:** Viewing the actual vendor contract may be misleading. The actual quantity packaged in the carton may be less than what S.P. Richards requires you to buy to get this low cost. In some instances, for example, you may have to order 3 cartons to get the special cost.

In the example below, the dealer is selling the items as an each. The carton quantities on all the items are 12 each. However, the “carton” program requires that sometimes 3, sometimes 2 cartons must be purchased for the special cost. In these instances, the UOM will still show “CT”, but the required quantity may be multiples of the actual carton quantity, based on your sell unit.

The screenshot shows a terminal window titled ";NEW:EV" with the following content:

```

16:23:22      <EU> UENDOR CONTRACT COST REU. <06/13/03>
Action [I]=====
  A=Add, C=Chg, D=Del, E=Delete Exp, I=Inq, X=Xerox, M
=====
By Item Y/N ?      Contract # :PC
=====
Item Number   Co. Description      Unit   Mfg Cost   Contract   Effect   End
-----
00002         FEL FILE,STOR,9X3.75X24 EA   .000      3.867     / / /
              Ref Desc                               Min Unit CT of 36
00005         FEL FILE,STOR,10.5X4.5X EA   .000      6.419     / / /
              Ref Desc                               Min Unit CT of 24
00006         FEL FILE,STOR,8-5/8X5.7 EA   .000      6.188     / / /
              Ref Desc                               Min Unit CT of 24
00007         FEL FILE,STOR,9X4.25X24 EA   .000      6.007     / / /
              Ref Desc                               Min Unit CT of 24
00009         FEL FILE,STOR,9X4X15L EA   .000      6.007     / / /
              Ref Desc                               Min Unit CT of 24
00011         FEL FILE,STOR,12X10.25X EA   .000      5.479     / / /
              Ref Desc                               Min Unit CT of 36
00012         FEL FILE,STOR,15X10.25X EA   .000      6.143     / / /
              Ref Desc                               Min Unit CT of 36
End of Page Enter Any Key Except <ESC> To Continue
  
```

A yellow callout bubble points to the 'Contract' column, containing the text: "Your Vendor Contract Number may be different!"

## How to Create a Purchase Order with the Vendor Contract

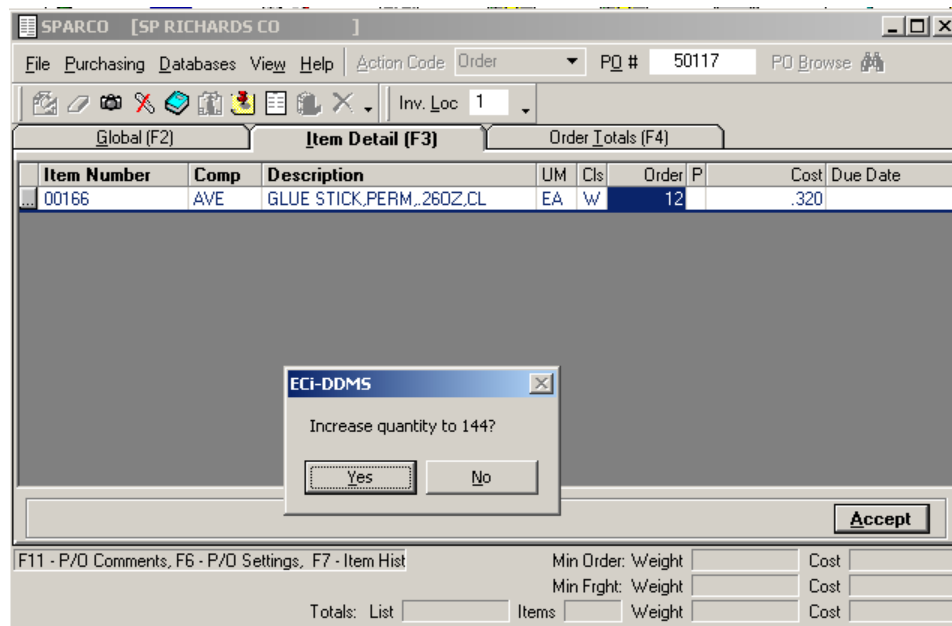
S.P. Richards requires a dealer to order in multiples of their “required” quantity specified in the vendor contract.

For example, if an item has a required quantity of 12 and you transmit 13 to S.P. Richards, you will get Sparco’s regular column pricing for all 13 items. Since the special cost from the “carton” program will not be applied to any item not ordered in the correct multiples of the required quantity, you must be sure to order in the correct multiples.

When you use the vendor contract to create a purchase order, you will be prompted to order the required quantity if you are ordering less than what is required for this special cost (based on the vendor contracts required quantity).

If you choose YES, the quantity on the purchase order will be increased to that amount.

### Purchase Order Screen Prompt



However, the existing DDMS vendor contract logic is programmed to prompt only to meet a “minimum” amount.

- If you enter any quantity over the minimum required quantity, you will not receive a prompt to increase the quantity to the next multiple of the required quantity.
- If you do not know what the required multiple is for an item, you may enter a quantity of 1 for the item.
- If the required quantity is more than 1, the prompt will display the quantity you must use when ordering the item and create the purchase order in the correct multiples of that quantity.

## How to Transmit Carton Purchase Orders

If you want to fill your CARTON program P/Os from more than one S.P. Richards facility, we recommend using Source Complete instead of the SHORT locations.

(If SHORT locations are used, Sparco sees each location as a separate order. Any partial fills will not be billed at the reduced cost if the required quantity is not met.)

Because Source Complete can search multiple locations, keeping all transmissions as one order, partial ships from the multiple locations can be combined to have a better chance of filling the complete ordered quantity.

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**Note:** Source Complete must be authorized in your DDMS system. There is no charge for this authorization. Contact DDMS support via Customer Support Portal (<https://support.ecisolutions.com>) or email [ddmssupport@ecisolutions.com](mailto:ddmssupport@ecisolutions.com).

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Below are the recommend steps:

1. Set up an additional (L6C) screen to use when transmitting CARTON program P/Os
2. In addition to the settings copied from your original L6C, this additional L6C screen should be set up as follows:
3. Change the Sparco account number to reflect the CARTON program account number
4. If the SHORT parameter is set to Y or X, change it to N.
5. In the Source Complete fields, set Allow to Y.
6. In the Source Complete fields, set Method to Q.
7. UPSable Only = n/a (this only applies to USAExpress orders)

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**Note:** Setting the L6C Alternate Warehouse flag to Y is not applicable since this flag only works in DDMS with USAExpress orders.

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8. X UPS Zones can be set up one of two ways:
  - If you want to search all Sparco facilities within your “sprinter” tables, set to Y.
  - If you do not want product pulled from every Sparco location in the “sprinter” table, but want to restrict the search to specific facilities within their sprinter location, contact Sparco Support to determine which number to enter to restrict search.