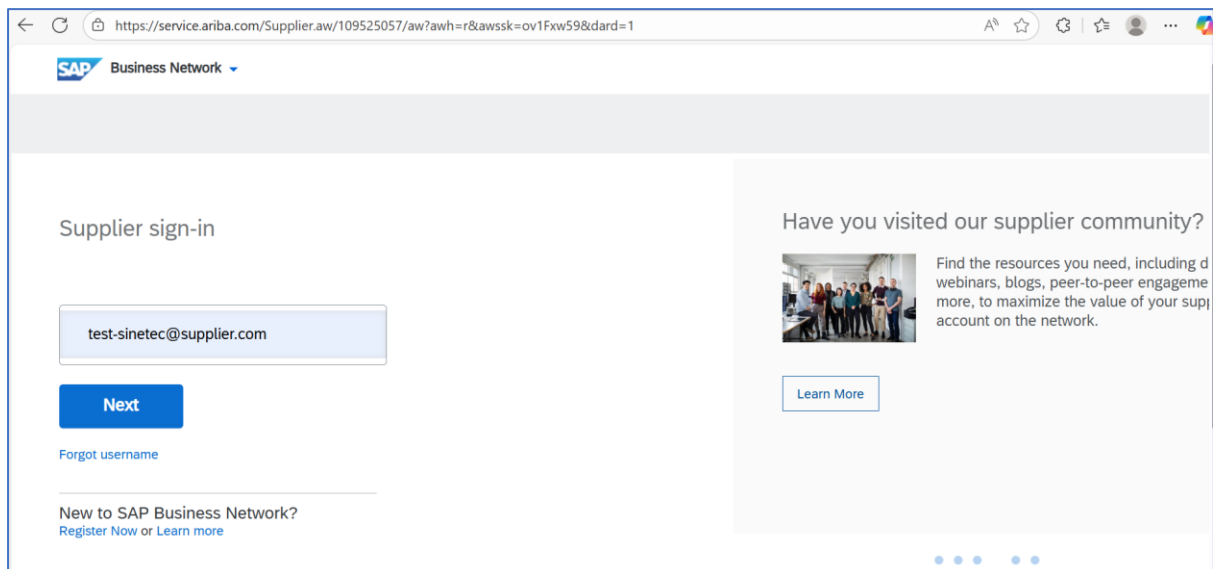


Create An Order Confirmation In ARIBA Network

An Order Confirmation is to be created by the Supplier to acknowledge and accept a Purchase Order received from Air India

- To create an order confirmation in ARIBA Network, Log in using your ARIBA network credentials



https://service.ariba.com/Supplier.aw/109525057/aw?awh=r&awssk=ov1Fw59&dard=1

SAP Business Network

Supplier sign-in

test-sinetec@supplier.com

Next

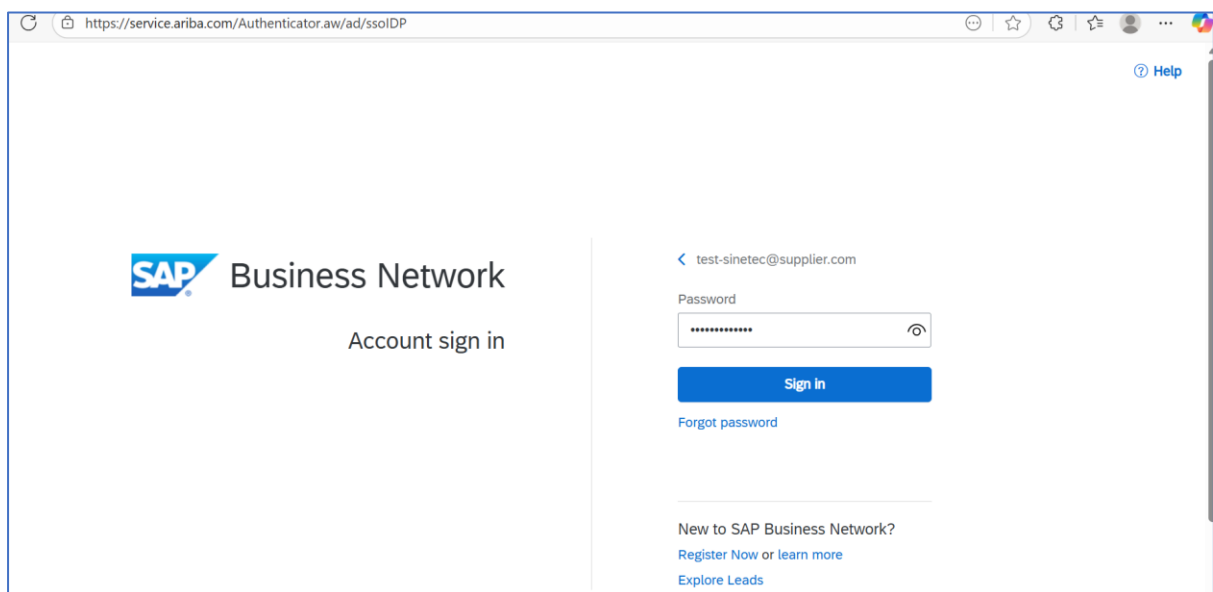
[Forgot username](#)

New to SAP Business Network?
[Register Now](#) or [Learn more](#)

Have you visited our supplier community?

Find the resources you need, including d webinars, blogs, peer-to-peer engagemore, to maximize the value of your sup account on the network.

[Learn More](#)



https://service.ariba.com/Authenticator.aw/ad/ssolDP

SAP Business Network

Account sign in

test-sinetec@supplier.com

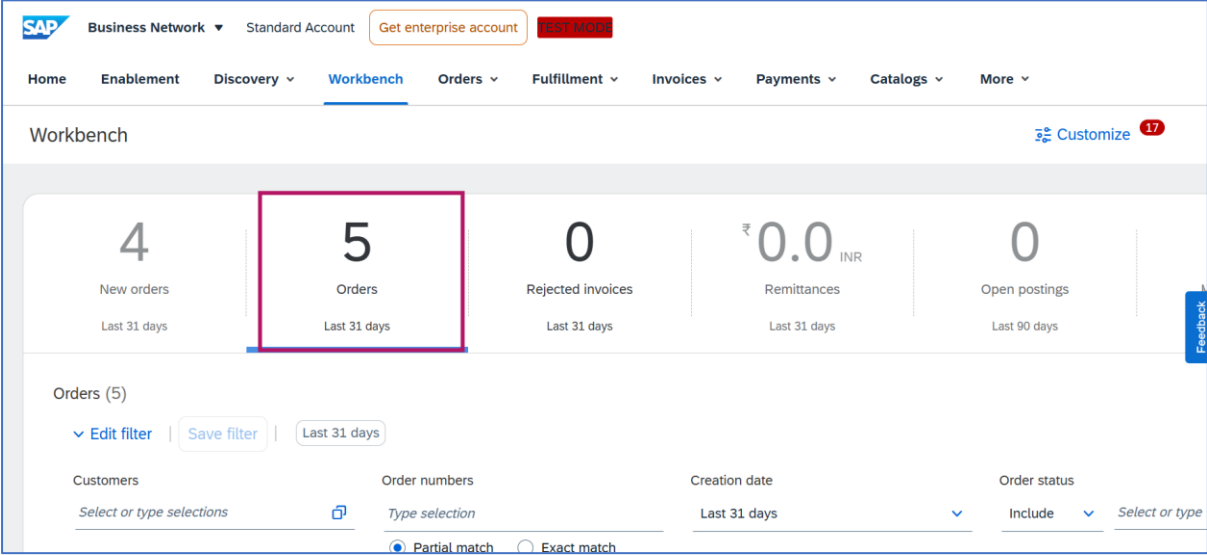
Password

Sign in

[Forgot password](#)

New to SAP Business Network?
[Register Now](#) or [learn more](#)
[Explore Leads](#)

- On the ARIBA Network dashboard, in the Home Tab, Go to overview section, and click on Orders.

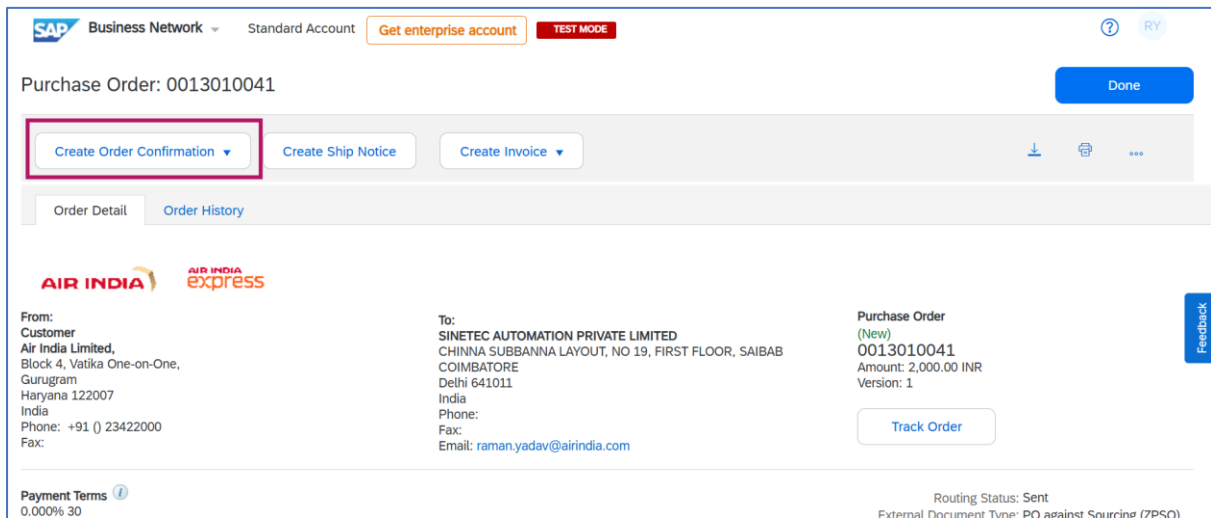


- All the orders will be displayed.
- Click on the order number against which order confirmation is to be created.

Resend Failed				
Order Number	Customer	Amount	Date ↓	Order Status
0013010035	Air India Limited - TEST	₹180000 INR	Feb 9, 2026	New
0013010044	Air India Limited - TEST	₹10000 INR	Feb 5, 2026	New
0013010043	Air India Limited - TEST	₹5000 INR	Feb 5, 2026	New
0013010041	Air India Limited - TEST	₹2000 INR	Feb 3, 2026	New
0013010040	Air India Limited - TEST	₹1000 INR	Feb 3, 2026	Shipped



- The purchase order will be displayed.
- Go to Create Order Confirmation Tab



SAP Business Network Standard Account [Get enterprise account](#) TEST MODE

Purchase Order: 0013010041 [Done](#)

[Create Order Confirmation](#) [Create Ship Notice](#) [Create Invoice](#)

Order Detail Order History

AIR INDIA **AIR INDIA express**

From: Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India
Phone: +91 () 23422000
Fax:

To: SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANNA LAYOUT, NO 19, FIRST FLOOR, SAIBAB
COIMBATORE
Delhi 641011
India
Phone:
Fax:
Email: raman.yadav@airindia.com

Purchase Order (New)
0013010041
Amount: 2,000.00 INR
Version: 1

[Track Order](#)

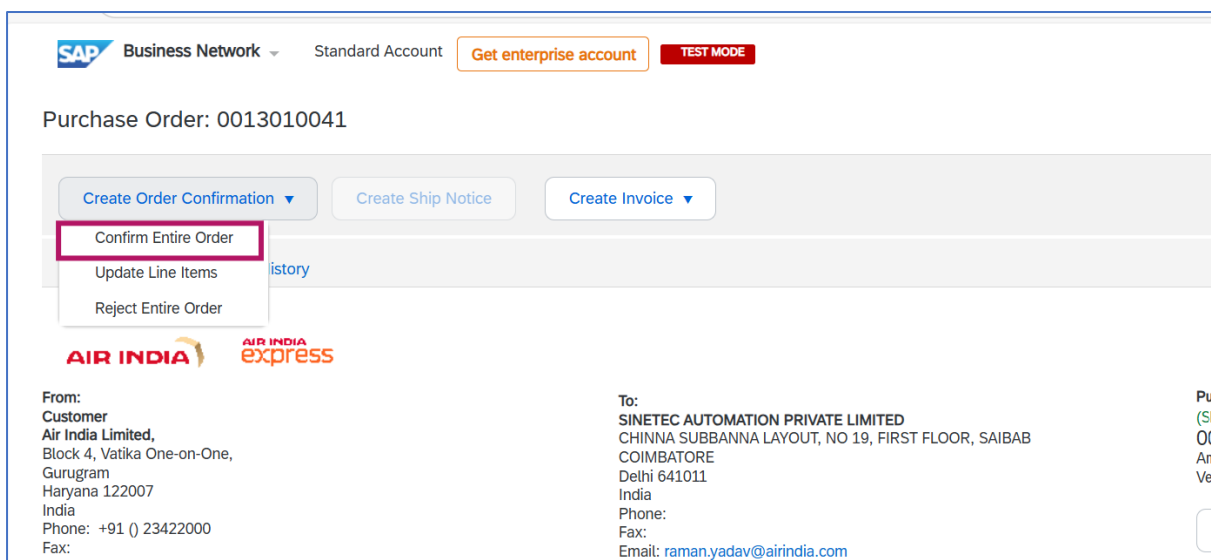
Payment Terms 0.000% 30

Routing Status: Sent
External Document Type: PO against Sourcing (ZPSO)

- You can either confirm the entire order or confirm partial order or reject the entire order.

1. Confirm Entire Order.

- To accept the full order, Select confirm entire order.



SAP Business Network Standard Account [Get enterprise account](#) TEST MODE

Purchase Order: 0013010041

[Create Order Confirmation](#) [Create Ship Notice](#) [Create Invoice](#)

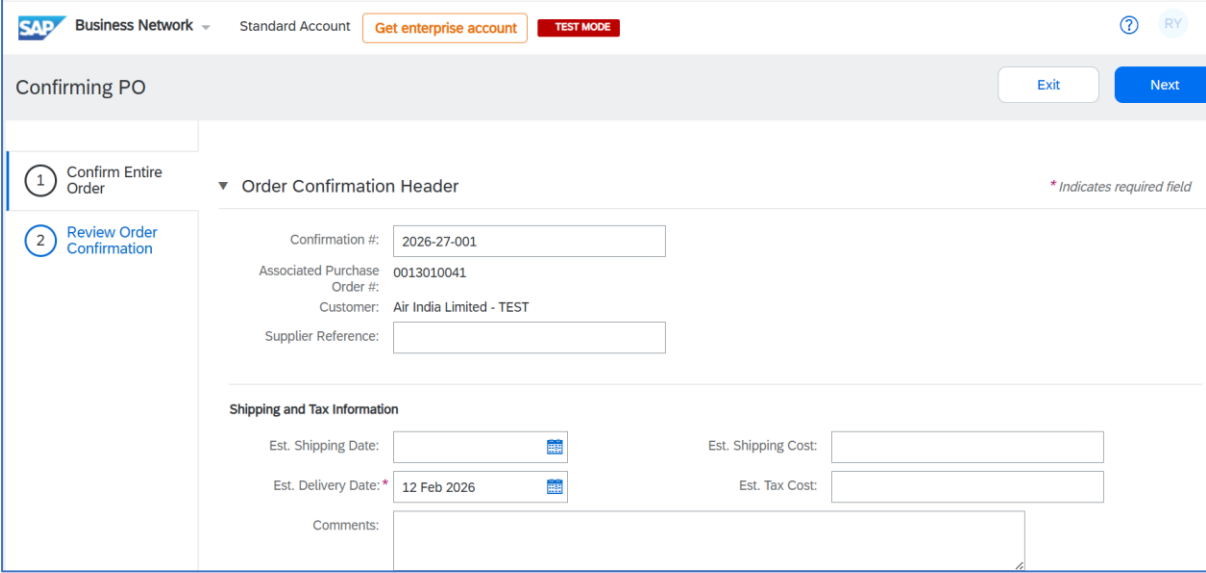
[Confirm Entire Order](#)
[Update Line Items](#)
[Reject Entire Order](#)

AIR INDIA **AIR INDIA express**

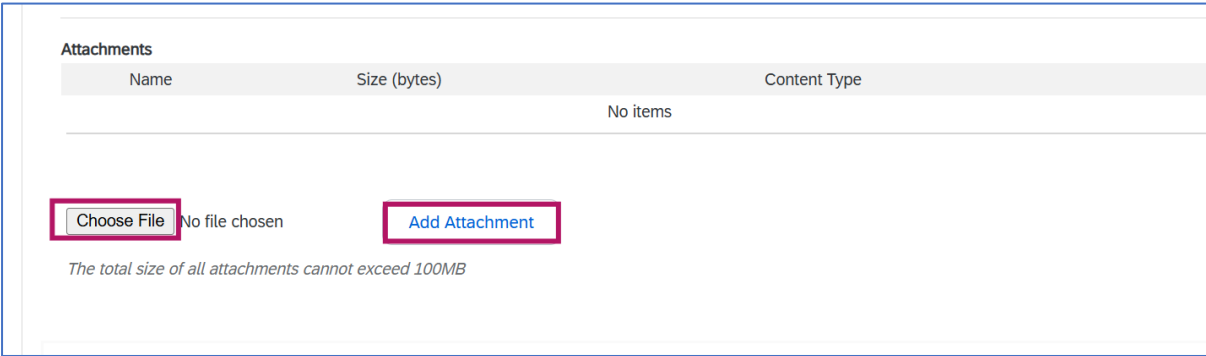
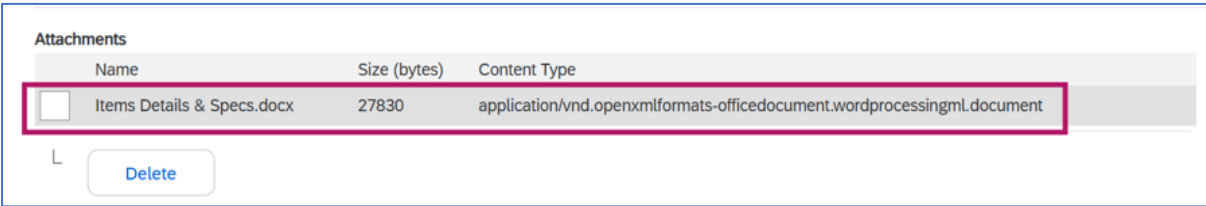
From: Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India
Phone: +91 () 23422000
Fax:

To: SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANNA LAYOUT, NO 19, FIRST FLOOR, SAIBAB
COIMBATORE
Delhi 641011
India
Phone:
Fax:
Email: raman.yadav@airindia.com

- Enter the confirmation number.
- Enter the estimated delivery date.



- In the attachment section, to upload any supporting documents, click Choose File, select your document, and then click Add Attachment.


- Review all the details.
- And Click on Next.

Line Items

Line #	Part # / Description	Customer Part #	Type	Qty (Unit)	Need By	Unit Price	Subtotal	Tax
10	Battery,Laptop	000000000001017250	Material	1.000 (EA)	17 Feb 2026	2,000.00 INR	2,000.00 INR	360.00 INR

Current Order Status:

1.000 Confirmed With New Date (Estimated Delivery Date: 12 Feb 2026)

Exit

Next

Confirming PO

PreviousSubmitExit

1 Confirm Entire Order

2 Review Order Confirmation

Confirmation Update

Confirmation #: 2026-27-001

Supplier Reference:

Attachments: Items Details & Specs.docx

Line Items

Line #	Part # / Description	Customer Part #	Type	Qty (Unit)	Need By	Unit Price	Subtotal	Tax
10	Battery,Laptop	000000000001017250	Material	1.000 (EA)	17 Feb 2026	2,000.00 INR	2,000.00 INR	360.00 INR

Current Order Status:

1.000 Confirmed With New Date (Estimated Delivery Date: 12 Feb 2026)

Feedback

PreviousSubmitExit

- Click on Previous if any changes are to be made.

Confirming PO

PreviousSubmitExit

1 Confirm Entire Order

2 Review Order Confirmation

Confirmation Update

Confirmation #: 2026-27-001

Supplier Reference:

Attachments: Items Details & Specs.docx

Line Items

Line #	Part # / Description	Customer Part #	Type	Qty (Unit)	Need By	Unit Price	Subtotal	Tax
10	Battery,Laptop	000000000001017250	Material	1.000 (EA)	17 Feb 2026	2,000.00 INR	2,000.00 INR	360.00 INR

Current Order Status:

1.000 Confirmed With New Date (Estimated Delivery Date: 12 Feb 2026)

Feedback

PreviousSubmitExit



www.airindia.com

- Make the necessary changes.

1 Confirm Entire Order

2 Review Order Confirmation

Order Confirmation Header

Confirmation #: 2026-27-001

Associated Purchase Order #: 0013010041

Customer: Air India Limited - TEST

Supplier Reference:

Shipping and Tax Information

Est. Shipping Date:

Est. Shipping Cost:

Est. Delivery Date: * 11 Feb 2026

Est. Tax Cost:

Comments:

- Click on Submit.

Confirming PO

Previous Submit Exit

1 Confirm Entire Order

2 Review Order Confirmation

Confirmation Update

Confirmation #: 2026-27-001

Supplier Reference:

Attachments: Items Details & Specs.docx

Line Items

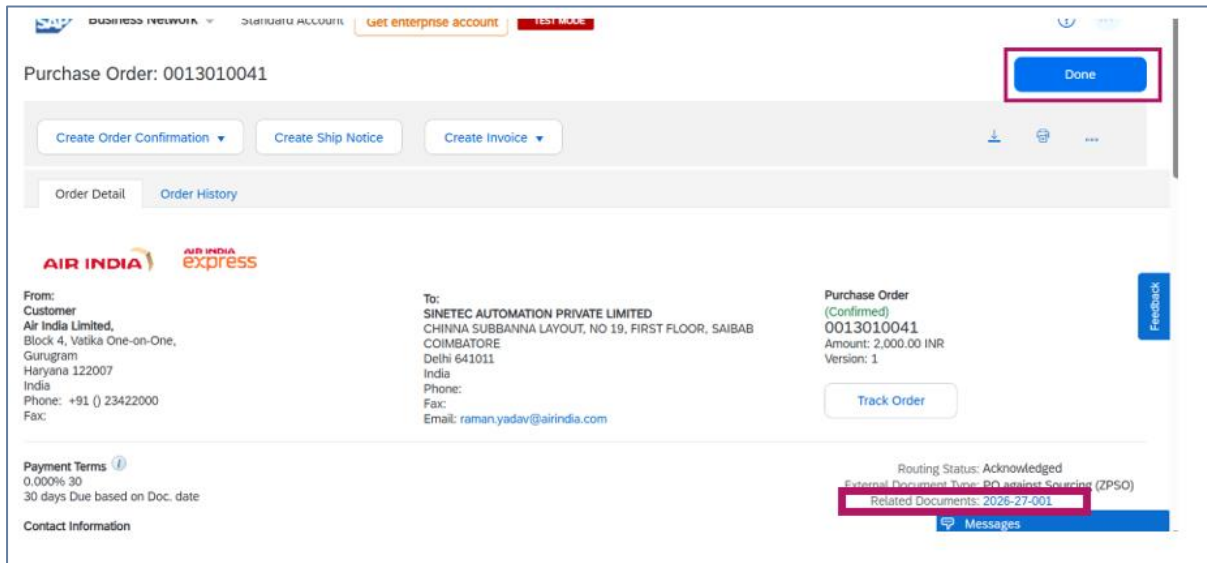
Line #	Part # / Description	Customer Part #	Type	Qty (Unit)	Need By	Unit Price	Subtotal	Tax
10	Battery,Laptop	000000000001017250	Material	1.000 (EA)	17 Feb 2026	2,000.00 INR	2,000.00 INR	360.00 INR

Current Order Status:

1.000 Confirmed With New Date (Estimated Delivery Date: 11 Feb 2026)

Previous Submit Exit

- After submission, confirmation number will be displayed which can be seen by the procurement team.
- Click on Done.



Purchase Order: 0013010041

Done

Create Order Confirmation ▼ Create Ship Notice Create Invoice ▼

Order Detail Order History

AIR INDIA **express**

From: Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India
Phone: +91 () 23422000
Fax:

To: SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANNA LAYOUT, NO 19, FIRST FLOOR, SAIBAB
COIMBATORE
Delhi 641011
India
Phone:
Fax:
Email: raman.yadav@airindia.com

Purchase Order (Confirmed)
0013010041
Amount: 2,000.00 INR
Version: 1

Track Order

Payment Terms ⓘ
0.000% 30
30 days Due based on Doc. date

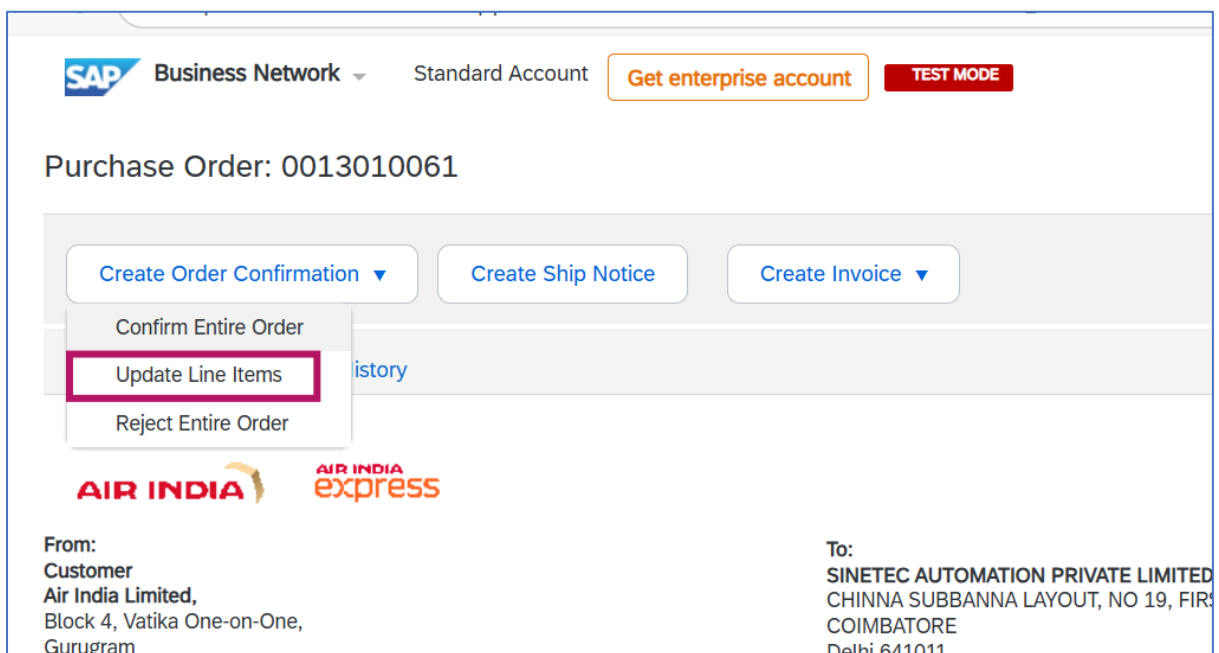
Contact Information

Routing Status: Acknowledged
External Document Type: PO against Sourcing (ZPSO)
Related Documents: 2026-27-001

Messages

2. To Confirm partial order

- In Create Order confirmation option, select Update Line Items.



SAP Business Network Standard Account Get enterprise account TEST MODE

Purchase Order: 0013010061

Create Order Confirmation ▼ Create Ship Notice Create Invoice ▼

Confirm Entire Order
Update Line Items
Reject Entire Order

Order History

AIR INDIA **express**

From: Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram

To: SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANNA LAYOUT, NO 19, FIRST FLOOR, SAIBAB
COIMBATORE
Delhi 641011

- Enter your Confirmation Number.
- Enter the Estimated Delivery Date.

Confirming PO Exit Next

1 Update Item Status ▼ Order Confirmation Header * Indicates required field

2 Review Confirmation

Confirmation #: OC-13010061

Associated Purchase Order #: 0013010061

Customer: Air India Limited - TEST

Supplier Reference:

Shipping and Tax Information

☐ Enter shipping and tax information at the line item level.

Est. Shipping Date: Est. Shipping Cost:

Est. Delivery Date: 27 Feb 2026 Est. Tax Cost:

Comments:

- In the attachments section, to upload any supporting documents, click Choose File, select your document, and then click Add Attachment.

Attachments

Name	Size (bytes)	Content Type
No items		

Choose File No file chosen Add Attachment

The total size of all attachments cannot exceed 100MB

Attachments

Name	Size (bytes)	Content Type
☐ Items Details & Specs.docx	27830	application/vnd.openxmlformats-officedocument.wordprocessingml.document

L Delete



- In the confirm tab, enter the quantity to be confirmed.
- In the backorder tab, enter the balance quantity to be delivered.

Line Items

Line #	Part # / Description	Customer Part #	Type	Qty (Unit)	Need By	Unit Price	Subtotal	Tax
10	Projector	000000000006001931	Material	20,000 (EA)	26 Feb 2026	5,000.00 INR	100,000.00 INR	18,000.00 INR

Current Order Status

☒ 20,000 Unconfirmed

Confirm: Backorder: [Details](#) ⓘ

Attachments:

Name	Size (bytes)	Content Type
No items		

[Choose File](#) No file chosen [Add Attachment](#)

The total size of all attachments cannot exceed 100MB

↳ [Confirm All](#) ⓘ

[Exit](#) [Next](#)

- Click on Submit after reviewing all the details.

Confirming PO
[Previous](#) [Submit](#) [Exit](#)

1 Update Item Status
2 Review Confirmation

Confirmation #: OC-13010061
Supplier Reference:
Est. Delivery Date: 27 Feb 2026
Attachments:

Line Items

Line #	Part # / Description	Customer Part #	Type	Qty (Unit)	Need By	Unit Price	Subtotal	Tax
10	Projector	000000000006001931	Material	20,000 (EA)	26 Feb 2026	5,000.00 INR	100,000.00 INR	18,000.00 INR

Current Order Status:

10 Confirmed With New Date (Estimated Delivery Date: 27 Feb 2026)

10 Backordered (Estimated Delivery Date: 27 Feb 2026)

[Previous](#) [Submit](#) [Exit](#)

- After submission, confirmation number will be displayed which can be seen by the procurement team.
- Click on Done.

Purchase Order: 0013010061 Done

Create Order Confirmation ▼ Create Ship Notice Create Invoice ▼

Order Detail Order History

AIR INDIA **AIR INDIA express**

From:
Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India
Phone: +91 () 23422000
Fax:

To:
SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANNA LAYOUT, NO 19, FIRST FLOOR, SAIBAB
COIMBATORE
Delhi 641011
India
Phone:
Fax:
Email: raman.yadav@airindia.com

Purchase Order
(Partially Confirmed)
0013010061
Amount: 100,000.00 INR
Version: 1

Track Order

Payment Terms ⓘ
0.000% 45
45 days Due based on Doc. date

Contact information

Routing Status: Acknowledged
External Document Type: PO against Sourcing (ZPSO)
Related Documents: OC-13010061

3. To Reject Entire Order.

- In Create Order confirmation option, select Reject Entire Order.

SAP Business Network ▼ Standard Account Get enterprise account TEST MODE

Purchase Order: 0013010050

Create Order Confirmation ▼ Create Ship Notice Create Invoice ▼

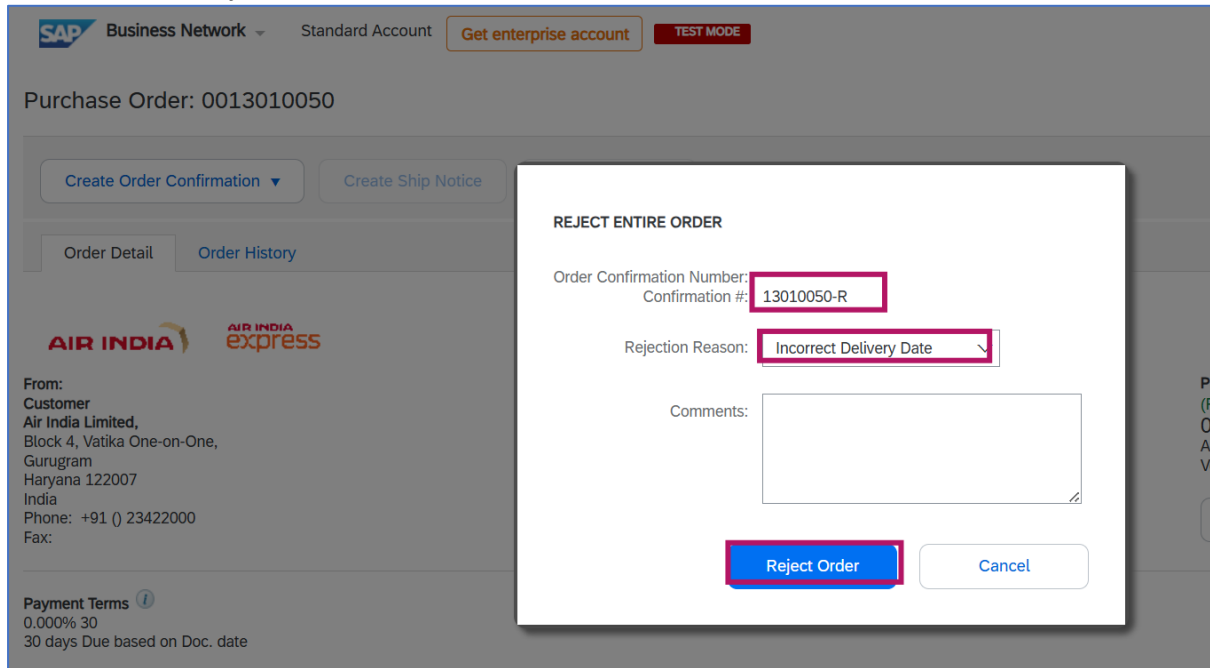
Confirm Entire Order
Update Line Items
Reject Entire Order

AIR INDIA **AIR INDIA express**

From:
Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India

To:
SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANNA LAYOUT, NO 19, FIRST FLOOR, S
COIMBATORE
Delhi 641011
India
Phone:

- Enter your Confirmation Number—this is your unique reference.
- Enter reason of rejection
- Click on Reject Order



SAP Business Network Standard Account [Get enterprise account](#) **TEST MODE**

Purchase Order: 0013010050

[Create Order Confirmation](#) [Create Ship Notice](#)

Order Detail **Order History**

AIR INDIA **AIR INDIA express**

From:
Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India
Phone: +91 () 23422000
Fax:

Payment Terms ⓘ
0.000% 30
30 days Due based on Doc. date

REJECT ENTIRE ORDER

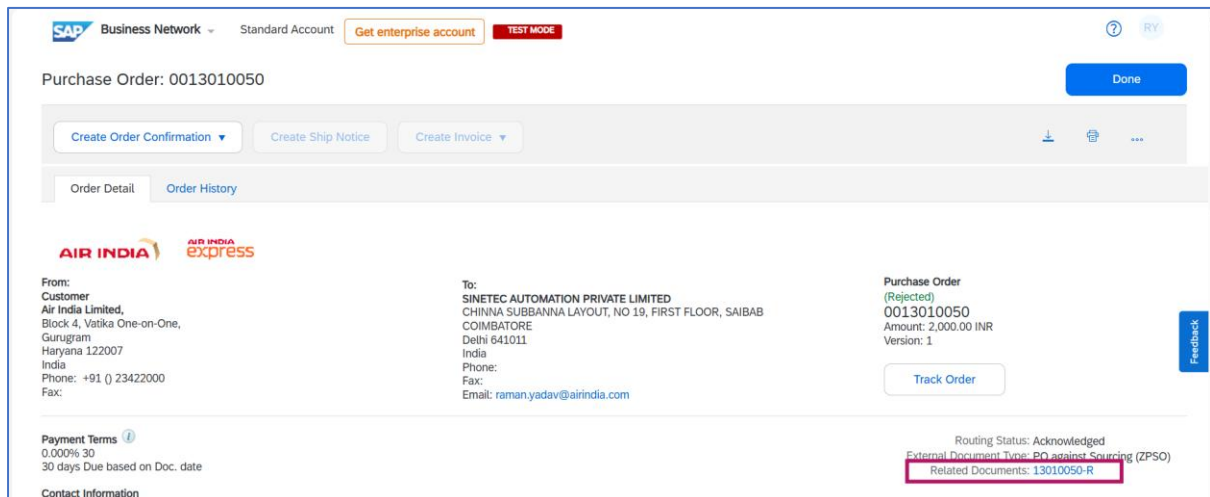
Order Confirmation Number:
Confirmation #: 13010050-R

Rejection Reason: Incorrect Delivery Date

Comments:

[Reject Order](#) [Cancel](#)

- After submission, confirmation number will be displayed which can be seen by the procurement team.
- Click on Done.



SAP Business Network Standard Account [Get enterprise account **TEST MODE**](#)

Purchase Order: 0013010050 [Done](#)

[Create Order Confirmation](#) [Create Ship Notice](#) [Create Invoice](#)

Order Detail **Order History**

AIR INDIA **AIR INDIA express**

From:
Customer
Air India Limited,
Block 4, Vatika One-on-One,
Gurugram
Haryana 122007
India
Phone: +91 () 23422000
Fax:

To:
SINETEC AUTOMATION PRIVATE LIMITED
CHINNA SUBBANA LAYOUT, NO 19, FIRST FLOOR, SAIBAB
COIMBATORE
Delhi 641011
India
Phone:
Fax:
Email: raman.yadav@airindia.com

Purchase Order
(Rejected)
0013010050
Amount: 2,000.00 INR
Version: 1
[Track Order](#)

Payment Terms ⓘ
0.000% 30
30 days Due based on Doc. date

Contact Information

Routing Status: Acknowledged
External Document Type: PO against Sourcing (ZPSO)
Related Documents: 13010050-R