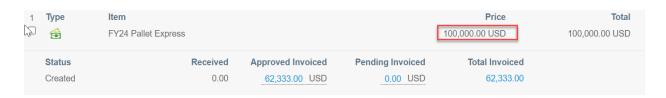
## Becton Dickinson - Blanket PO Invoice Submission

- The PO you are invoicing is a blanket that is set up as Price/Amount based, not Quantity based.
  - Example below shows PO line with no qty indicated and only total price for the PO.



- When entering the invoices, you should not enter a specific Qty at a particular unit price. You only want to post for the total price of the goods/services ready to invoice.
- For these invoices you would enter qty 1 @ total invoice price. Full invoice amount should be in the unit price field. Example below:
  - o In the example, enter 1 for Quantity and unit price is the total amount of the goods or services to be invoiced at this time.



If you are having trouble with any aspect of e-invoicing to the Tungsten Invoicing Network portal, you can contact Tungsten support team.

Kofax acquired Tungsten Network in June 2022 and has rebranded to Tungsten Automation. Here is a link to the <u>press release</u> for more information. You can find more details, including <u>FAQs</u> and an informational video on their <u>website</u>.