

邮件供应商

嵌入表格的电子邮件

JABIL

准备

一旦您上线e2open - 您将收到以下来自不同工厂的供应商代码综合通知，基于通信周期和频率。

注意:通知将只包括那些未包含在先前的电子邮件警报中的POs!

系统邮件地址: mailer@services.e2open.com & donotreply@e2open.com

请确保您没有屏蔽这些邮件地址!

系统通知	系统通信周期	供应商通知频率
订单项汇总通知 问题汇总通知	系统每天发布4次(UTC时间上午1点和5点/下午1点和5点)	根据采购员批准，您将 每周收到一次 此提醒
违背承诺的订单通知	系统每24小时发布一次(从00:00:00 UTC开始)	自动通知- 当确认的到达日期晚于先前确认的到达日期(或不承诺)，不符合PO需求日期(延迟)，并且没有来自Jabil的延迟请求时触发此通知。
新订单通知	系统每天发布两次，分别为UTC时间12:30AM和12:30PM	您将收到此通知 每天最多两次(仅当Jabil向您下新的订单时)

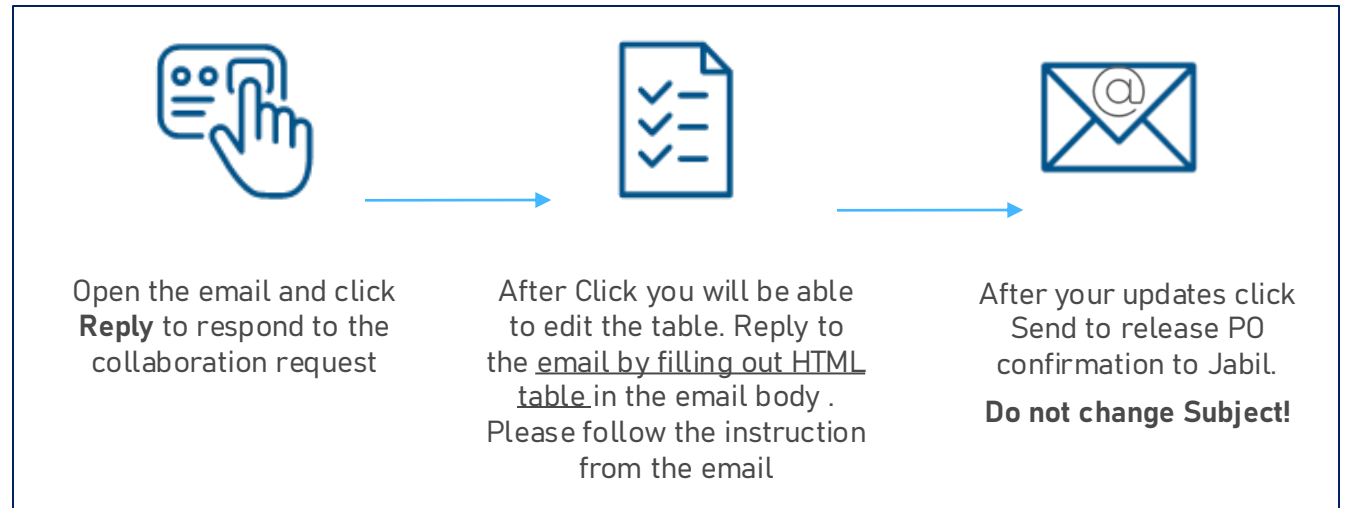
供应商通知

供应商将收到一封系统电子邮件通知，其中包含HTML表格：

- 新的采购订单
- 未清订单汇总，包括订单重新安排和撤单申请
- 违背承诺的订单

供应商将能够通过填写电子邮件正文中的HTML表回复邮件确认订单

336小时后一次性令牌将过期!



回复选项

订单

- 认可
- 编辑承诺
- 分批出货
- 不承诺

撤单申请

- 同意撤销
- 拒绝撤销

新的/订单项汇总通知

New Discrete Order Alert/新订单通知 [Ref:5c2a1e52-4d46-4677-87bc-c86e64cc039a] Inbox x

mailer@services.e2open.com
to me



New Discrete Order Alert
新订单通知

Supplier Partner,

Jabil has created new purchase orders to review and confirm. To review and provide confirmations, kindly reply to this email with your response in the fields in the table below based on below instructions!

Please note that mandatory fields need to be checked and updated.

PO CONFIRMATION PROCESS

- Promise qty and Confirmation date** populate data here in these fields
- Ensure that **Promise qty = Open qty**
- Confirmed Arrival Date**: If you cannot confirm it (**dock date at Jabil**), confirm the Ship Date.
Note: You do not need to populate both dates in the file! - as the system will handle that and will calculate the Arrival Date based on your provided ship date + Transit time information from the next field.
- Tracking Number**: this information needs to be provided if it's available in 'Tracking number' column
- In case PO confirmation is not possible leave promise qty and date columns empty

Please send your response back within 72 hours from the mail sent, after that the one time Token will be expired!


供应商小伙伴,

捷普给您下了新的采购订单, 请查看并确认, 点击查看并提供确认, 请根据以下说明在下表中填写并回复此邮件!
请注意检查和更新必填项。

#Purchase Order No.	Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise State	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message
#订单编号	行编号	行状态	计划ID	计划状态	供应商代码	供应商名字	捷普产品编号	捷普产品描述	制造商产品编号	制造商名称	需求数量	已收货数量	未清数量	承诺ID	承诺状态	承诺数量	单位	需求日期	再计划消息
1302480460	1	Open	1	Open	0000260326	Text Connections Inc.	ML1159313	Part Description 1	NPN71234	JABIL	700	0	700	1	Unconfirmed		EA	2024-03-26	

Summary of Discrete Purchase Order Lines/订单项汇总通知 [Ref:fd83d58e-e9bc-4792-94ae-b0d2b126ed15] Inbox x

mailer@services.e2open.com
to me



Summary of Discrete Purchase Order Lines
订单项汇总通知

Supplier Partner,

Jabil has created new purchase orders to review and confirm. To review and provide confirmations, kindly reply to this email with your response in the fields in the table below based on below instructions!

Please note that mandatory fields need to be checked and updated.

PO CONFIRMATION PROCESS

- Promise qty and Confirmation date** populate data here in these fields
- Ensure that **Promise qty = Open qty**
- Confirmed Arrival Date**: If you cannot confirm it (**dock date at Jabil**), confirm the Ship Date.
Note: You do not need to populate both dates in the file! - as the system will handle that and will calculate the Arrival Date based on your provided ship date + Transit time information from the next field.
- To delete old confirmation line (without replacement), please confirm "0" quantity
- Tracking Number**: this information needs to be provided if it's available in 'Tracking number' column
- In case PO confirmation is not possible leave promise qty and date columns empty and choose Supplier Reason Code from DropDown List

#Purchase Order No.	Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise State	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message	Confirmed Arrival Date	Confirmed Ship Date	Transit Time	Tracking Number	No Commit Reason Code	Cancel Request	Cancel Response	Jabil Comment	Supplier Comment	Ship To Site	Buyer Name	Payee Term
#订单编号	行编号	行状态	计划ID	计划状态	供应商代码	供应商名字	捷普产品编号	捷普产品描述	制造商产品编号	制造商名称	需求数量	已收货数量	未清数量	承诺ID	承诺状态	承诺数量	单位	需求日期	再计划消息	承诺到达日期	承诺发货日期	运输时间	运单号	不承诺理由	取消申请	取消答复	捷普的备注	供应商的备注	交货站名	采购员名字	付款条件
1302480390	1	Accepted with Changes	1	Accepted with Changes	0000260326	Text Connections Inc.	ML1159314	Part Description 2	NPN05678	JABIL	10000	0	10000	1	Confirmed	3000	EA	2025-01-21		2024-01-21							Partial Commit, No Cancel	PL01	Test Buyer	ZB30	
1302480532	1	Accepted with Changes	1	Accepted with Changes	0000260326	Text Connections Inc.	ML1159314	Part Description 2	NPN05678	JABIL	10000	0	10000	1	Confirmed	10000	EA	2025-02-18						ECN/SPN change			No Cancel	PL01	Test Buyer	ZB30	

新订单/未完成订单确认

- 点击回复邮件后，可以在嵌入的HTML表中编辑数据。
- 您需要回复“新的”和“开放”订单 (1). 可以使用以下选项:
 - 认可订单 (2) 提供承诺数量和确认到货日期
 - 不承诺 (3) 如果您将承诺数量和日期字段保留为空
- 认可后，如果需要，更新承诺数量和/或确认到达日期/确认发货日期，订单状态转换为接受**或有更改地接受** (如果承诺数量和/或日期与Jabil要求的数量和日期不同!)
- 填充**不承诺**之后, 订单状态转换为**不承诺**

Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message	Confirmed Arrival Date	Confirmed Ship Date	Transit Time	Tracking Number	No Commit Reason Code	Cancel Request	Cancel Response	Jabil Comment	Supplier Comment
1	New	1	New	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR.	200	1650	50	1		EA	2023-01-11				7						Comment 1
1	Open	1	Open	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR.	2000	217	1783	1	1700	EA	2023-01-24	Pull In	2023-09-11		7						Comment 2

认可

7

不承诺

8

认可订单

- 新的和未清PO详细信息可在嵌入到电子邮件正文文本中的表格中获得
- 我们需要您对状态**(1)**为**新的**(最近下单但尚未接受)或**开放的** (Jabil更改了订单)的每个订单项的回复
- 要接受订单，请填写承诺数量和确认日期
- 确保承诺数量**(2)**=未清数量**(2)**(允许承诺数量少于未清数量，但不允许超过未清数量!)
- 到达日期**(3)**:如果您无法确认(到达Jabil的日期)，您可以填写发货日期**(4)**
- 到达日期规则: 允许对逾期日期做出承诺；确认到货日期最早可设为当前日期前 10 天**
- 注意：**您不需要在文件中填充这两个日期! 系统将根据您提供的发货日期+运输时间**(5)**信息计算到达日期。
- 运单号**(6)**: 如果PO已经发货，你可以在这一栏提供快递单号
- 您可以在**供应商的意见(7)**专栏中与Jabil分享任何进一步的消息!
- 请在邮件发出后**336小时内**回复，否则一次性令牌将过期!

#Purchase Order No.	Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message	Confirmed Arrival Date	Confirmed Ship Date	Transit Time	Tracking Number	No Commit Reason Code	Cancel Request	Cancel Response	Jabil Comment	Supplier Comment	Ship To Site	Buyer Name
1302477797	1	New	1	New	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR	200	1650	50	1		EA	2023-01-11				7					Comment 1	PL01	Test Buyer	
1302477798	1	Open	1	Open	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR	2000	217	1783	1	1700	EA	2023-01-24	Pull In	2023-09-11		7			Cancel		Comment 2	PL01	Test Buyer	

不承诺

- 如果无法确认订单, 请将“承诺数量”和“确认日期”(1) 字段保留为空并填写不承诺理由(2)
- 填充不承诺后, 订单状态将转换为不承诺
- 请在邮件发出后336小时内回复, 否则一次性令牌将过期!

1

2

#Purchase Order No.	Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message	Confirmed Arrival Date	Confirmed Ship Date	Transit Time	Tracking Number	No Commit Reason Code	Cancel Request	Cancel Response	Jabil Comment	Supplier Comment	Ship To Site	Buyer Name	Payment Terms	Price Basis	Unit Price	Currency
1302477797	1	New	1	New	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR.	200	1650	50	1		EA	2023-01-11					7					Comment 1	PL01	Test Buyer	ZE30	1	0.1	USD

回复撤单申请

- 捷普订单撤单申请可在电子邮件文本的嵌入表中提供，请根据以下三个步骤在下表的字段中回复此电子邮件：
- 如果同意撤销 – 请填写**承诺数量 (取消数量) (4)**并确保**承诺(取消数量)数量**小于或等于**未清数量 (5)**
- 如果拒绝撤销 – 也请填写**承诺数量(4)**和 **承诺日期 (6)**

#Purchase Order No.	Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message	Confirmed Arrival Date	Confirmed Ship Date	Transit Time	Tracking Number	No Commit Reason Code	Cancel Request	Cancel Response	Jabil Comment	Supplier Comment
1302477797	1	Open	1	Open	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR.	200	1650	50	1		EA	2023-01-11				7			Cancel			Comment 1
1302477798	1	Open	1	Open	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR.	2000	217	1783	1	1783	EA	2023-03-24				7			Cancel	Cancel Accepted		Comment 2
1302477799	1	Open	1	Open	0000260326	Test Connections Inc.	ML1159313	Part Description 1	MPN1234	TEST MFR.	3000	1000	2000	1	2000	EA	2023-02-21				7	AWB1234		Cancel	Cancel Rejected		Scenario asdasd

回复撤单申请

- Jabil的采购订单取消申请已在邮件正文的嵌入式表格中提供，烦请回复此邮件，并在表格的对应字段中填写您的回复内容。
- 在Jabil发布撤单申请的情况下，项目状态和计划项目状态更改为**开放的** (1) 撤单申请为 **取消** 或 **部分取消**(2)
- 确认前，您可在列(3) 中修改待取消数量，但**修改后的待取消数量不得超过原始请求取消数量**
- 撤单回复类型 (3):** 请输入 **“同意撤销”** 或 **“拒绝撤销”**
- 如果**拒绝撤销** - 请填写**承诺数量(4)** 和 **承诺日期 (5)**
- 若同意部分取消，请同时填写剩余的**承诺数量 (4)** 及**承诺日期(5)**. **取消数量与承诺数量之和不得超过未清数量(6)**.
- 若采购订单数量获准全部取消，请将承诺数量字段留空
- 数据上传过程中，系统将验证重新计算后的承诺数量是否为零或正数，且不超过未清数量。若验证失败，系统将发出错误通知。
- 您可以在**供应商的意见**专栏向进行备注或向Jabil发送消息(7)

*注意:在没有撤单申请的情况下，不要针对PO计划项或承诺项提供撤单回复!

#Purchase Order No.	Line ID	Line State	Schedule ID	Schedule State	Supplier Code	Supplier Name	Jabil Part Number	Jabil Part Description	Manufacturer Part Number	Manufacturer Name	Media Code	Request Qty.	Total Received Qty. (Line)	Open Qty.	Promise ID	Promise State	Promise Qty.	Unit Of Measure	Request Date	Rescheduling Message	Confirmed Arrival Date	Confirmed Ship Date	Transit Time	Tracking Number	No Commit Reason Code	Cancel Request	Qty to Cancel	Cancel Response	Jabil Comment	Supplier Comment
#订单编号	行编号	行状态	计划ID	计划状态	供应商代码	供应商名字	捷普产品编号	捷普产品描述	制造商产品编号	制造商名称	需求数量	已收货数量	未清数量	承诺ID	承诺状态	承诺数量	单位	需求日期	再计划消息	承诺到达日期	承诺发货日期	运输时间	运单号	不承诺理由	撤单申请	撤单回复	捷普的意见	供应商的意见	交货站点	采购员名字
1302595757	1	Open		Open	0000260326	Test Connections Inc.	HB1159313	PartDescriptionTest1234	MANUFACTURER PART NUMBER TEST CODE	JABIL	REEL	110	0	110	1	Confirmed	110	EA	2025-10-21		2025-10-21	7			Cancel	110	Cancel Rejected			
1302595757	2	Open		Open	0000260326	Test Connections Inc.	HB1159316	PartDescriptionTest5123124	MANUFACTURER PART NUMBER TEST CODE	JABIL	REEL	60	0	60	1	Unconfirmed	40	EA	2025-10-21		2025-10-21	7			Partial Cancel	20	Cancel Accepted		Partial cancel accepted	
1302596089	1	Open		Open	0000260326	Test Connections Inc.	HB1159313	PartDescriptionTest1234	MANUFACTURER PART NUMBER TEST CODE	JABIL	REEL	500	0	500	1	Unconfirmed		EA	2025-09-30			7			Partial Cancel	350	Cancel Accepted			

Next Steps

访问我们的供应商门户网站获取更多信息:

<https://jabil.com/supplier/supplier-collaboration.html>

JABIL

**MADE POSSIBLE.
MADE BETTER.**

