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Vision

Vision	File Name	File date	Signature
V1.1	Invoice_requirement-Oversea	2023.6.8	
V1.2	Invoice_requirement-Oversea V1.2	2023.9.8	



1. Oversea Consignment Invoice

1.1 Business Scope

Bosch companies with consignment business and the corresponding email addresses for receiving invoices are as follows:

Company Code	LE	English name	Public Oversea consignment email address
1770	PTCD	Bosch Laser Equipment (Dongguan)Limited	PTCDAP.Consignment@cn.bosch.com
6751/6755/675W	RBAC	Bosch Automotive Products(Suzhou)Co.,Ltd.	AP.Consignment@cn.bosch.com
376W	RBCD	Bosch Powertrain Systems Co., Ltd	RBCDAP.Consignment@cn.bosch.com
2570/2576/257W	RBCC	Bosch Automotive Products (Changsha) Co., Ltd	RBCCAP.Consignment@cn.bosch.com
5600	PTCN	Bosch Power Tools (China) Co. Ltd	PTCNAP.Consignment@cn.bosch.com
3680	STCN	Bosch (Zhuhai) Security Systems Ltd.	BTCNAP.Consignment@cn.bosch.com
CN30	DCCB	Bosch Rexroth (Beijing) Hydraulic Co. Ltd.	DCCBAP.Consignment@cn.bosch.com
66A0/5860/586W	AACN	Bosch Automotive Aftermarket (China) Co.Ltd	AACNAP.Consignment@cn.bosch.com
46F1	PTCG	Bosch Power Tools (Chengdu) Co. Ltd	PTCGAP.Consignment@cn.bosch.com
49A0	RBAG	Bosch Automotive Products (Chengdu) Co. Ltd.	RBAGAP.Consignment@cn.bosch.com

1.2 Invoice requirement

- The commercial invoice language must be **English ONLY** per China SAFE regulation.
- The invoice title cannot include words such as **Repeat, Output, duplicate, copy, etc.**
- The payer name on the invoice (name of Bosch legal entity) should be exactly the same as stated in the Purchase Order/Scheduling Agreement/Contract.
- Invoice/debit note with reference to Purchase Order/Scheduling Agreement (PO/SA) must contain below information:
 - 1) Bosch company code (refer to “Company Code”)

Note: If one Bosch Company contains several company codes, the invoice shall be issued separately per each company code.
 - 2) Vendor number (the code in Bosch system for Supplier’s company) .



- 3) PO number or SA number.
 - 4) Mark “**consignment**” on the invoice.
 - 5) IF billing per consumption period pleases mark, e.g. 2020.09.01-2020.09.15.
 - 6) When issuing consignment invoices, the consumption list must not be more than 990 lines.
- Invoice issue by daily/weekly/monthly base. But we could not accept invoice issue by each consumption.
 - The corresponding consumption excel list with “49” withdraw number shall be provided with related invoice to aforesaid email address.

Ps: If the supplier is not sure about the company code and Vendor Number of the invoice, the supplier needs to ask his relevant Bosch buyer or user to confirm



2. Oversea (non-consignment) Invoice

2.1 Business Scope

Bosch companies with Non-consignment business and the corresponding email addresses for receiving invoices are as follows:



LE	Code	Company Name	Email Address
AACN	66A0	Bosch Automotive Aftermarket (China) Co.Ltd	<AP.AACN@cn.bosch.com>
	5860		
	586W		
PTCD	1770	Bosch Laser Equipment (Dongguan) Limited	< AP. PTCD@cn. bosch. com >
DCCB	CN30	Bosch Rexroth (Beijing) Hydraulic Co., Ltd.	<AP.DCCB@cn.bosch.com>
DCCC	CN50	Bosch Rexroth (Changzhou) Co., Ltd.	<AP.DCCC@cn.bosch.com>
DCCS	CN10	Shanghai Bosch Rexroth Hydraulics & Automation Ltd.	<AP.DCCS@cn.bosch.com>
	CN90	Shanghai Bosch Rexroth Hydraulics & Automation Ltd Guangzhou Branch	
DCCX	CN60	Bosch Rexroth (Xi'an) Electric Drives and Controls Co., Ltd.	<AP.DCCX@cn.bosch.com>
ETCN	2710	ETAS Automotive Technology (Shanghai) Co.Ltd	<AP.ETCN@cn.bosch.com>
PTCG	46F1	Bosch Power Tools (Chengdu) Co.,Ltd	<AP.PTCG@cn.bosch.com>
TTCB	3050	Bosch Thermotechnology (Beijing) Co., Ltd.	< AP. TTCB@cn. bosch. com >
RBAC	675U	Bosch Automotive Products(Suzhou)Co.,Ltd. Changzhou Branch	<AP.RBAC@cn.bosch.com>
	675A	Bosch Automotive Products (Suzhou) Co. Ltd NanJing Branch	
	6755		
	675W	Bosch Automotive Products(Suzhou)Co.,Ltd.	
	6751		
RBAG	49A0	Bosch Automotive Products (Chengdu) Co.Ltd	<AP.RBAG@cn.bosch.com>
	49AW		
RBCC	2570	Bosch Automotive Products (Changsha) Co., Ltd	<AP.RBCC@cn.bosch.com>
	257W		
	2576		
	257X		
RBCD	376W	Bosch Powertrain Systems Co., Ltd	<AP.RBCD@cn.bosch.com>
	06A0		
RBCN	6670	Bosch (China) Investment Ltd.	<AP.RBCN@cn.bosch.com>
	6671	Bosch (China) Investment Ltd. Suzhou Branch	
RBCT	655W	Bosch Trading (shanghai) Co.Ltd	<AP.RBCT@cn.bosch.com>
RBCW	05C0	Bosch Automotive Systems (WUXI) Co., Ltd	<AP.RBCW@cn.bosch.com>
RBCY	1160	Bosch (Hulunbeier) Automotive Test and Technology Center Co. Ltd.	<AP.RBCY@cn.bosch.com>
RBDT	39B0	Bosch (Donghai) Automotive Test and Technology Center Co. Ltd.	<AP.RBDT@cn.bosch.com>
PTCN	5600	Bosch Power Tools (China) Co. Ltd	<AP.PTCN@cn.bosch.com>
	5601		
SXCN	62B0	Bosch Automotive Service Solutions (Suzhou) Co., Ltd	<AP.SXCN@cn.bosch.com>
BTCN	3680	Bosch (Zhuhai) Security Systems Co.,Ltd.	<AP. BTCN@cn. bosch. com>
BTCT	1579	Bosch (Shanghai) Security Systems Company Limited	<AP.BTCT@cn.bosch.com>
TTCs	2750	Bosch Thermotechnology (Shanghai) Co., Ltd.	<AP. TTCs@cn. bosch. com>
UPCN	49C0	Taixiang Vehicle Replace Parts (Shenzhen) Co., Ltd.	<UPCN.AP@cn.bosch.com>
CSCW	89F0	Bosch Connected Mobility Solutions Ltd.	<CSCW.AP@cn. bosch. com>
RBST	17A0	Bosch Electronics Trading (Suzhou) Co., Ltd	<ap.rbst2@cn.bosch.com>
ITKC	93B0	ITK Engineering Technology (Wu Xi) Co., Ltd	<ap. itkc@cn. bosch. com>
SOCN	92F8	Bosch (Chengdu) information technology service Co. Ltd.	<ap.socn@cn.bosch.com>
	92FZ	Bosch (Chengdu) Information Technology Service Co.,Ltd. Hangzhou Branch	
	92FY	Bosch (Chengdu) Information Technology Service Co.,Ltd. Shanghai Branch	



2.2 Invoice Requirement

2.2.1 Invoice /debit note without reference to Purchase Order/Scheduling Agreement

- The invoice language must be **English ONLY** per China SAFE regulation.
- The invoice title cannot contain words such as **Repeat, Output, duplicate, copy, etc.**
- Except the invoice from down payment, Pro-forma invoice cannot be accepted through China SAFE regulation.
- The payer name on the invoice (name of Bosch legal entity) should be exactly the same as stated in the Contract.
- invoice /debit note must contain below information:
 - 1) Bosch company code(refer to “Code”)
Note: If one Bosch Company contains several company codes, the invoice shall be issued separately per each company code.
 - 2) Vendor number (the code in Bosch system for Supplier’s company)
 - 3) Bosch contact person with Department name, for example: Zhang Simon (RBAC/LOG). (Family name + first name + Bosch internal organization code like (RBAC/LOG)) which is same as the name in Bosch outlook.

Ps: If the supplier is not sure about the company code and Vendor Number of the invoice, the supplier needs to ask his relevant Bosch buyer or user to confirm



2.2.2 Invoice /debit note with reference to Purchase Order/Scheduling Agreement

- The invoice language must be **English ONLY** per China SAFE regulation.
- The invoice title cannot contain words such as **Repeat, Output, duplicate, copy,** etc.
- Except the invoice from down payment, Pro-forma invoice cannot be accepted through China SAFE regulation.
- The payer name on the invoice (name of Bosch legal entity) should be exactly the same as stated in the Purchase Order/Scheduling Agreement/Contract.
- Invoice/debit note must include below information:

1) Bosch company code (refer to “Code”)

Note: If one Bosch Company contains several company codes, the invoice shall be issued separately per each company code.

2) Vendor number (the code in Bosch system for Supplier’s company)

3) PO number or SA number

Note:

1. *Item no. must be clearly stated on the invoice of PO.*
2. *Delivery Note number or Advanced Shipping Notification number must be clearly stated on the invoice of SA, which is the key factor for invoice receipt mapping with goods receipt.*

Ps: Delivery Note number is for non-EDI model

Advanced Shipping Notification number is for EDI model

3. *One invoice contains maximum 20 items, otherwise may lead to payment delay.*



Ps: If the supplier is not sure about the company code and Vendor Number of the invoice, the supplier needs to ask his relevant Bosch buyer or user to confirm

3. Oversea E-portal Invoice

3.1 Business Scope

Bosch companies with E-portal business and the corresponding email addresses for receiving invoices are as follows:

LE	company cod	company name	e-portal email address
AACN	66A0	Bosch Automotive Aftermarket (China) Co.Ltd	invoice_66a066a1@de.bosch.com
AACN	5860	Bosch Automotive Aftermarket (China) Co.Ltd	invoice_58605860@de.bosch.com
BTCN	3680	Bosch (Zhuhai) Security Systems Co. Ltd.	invoice_36803680@de.bosch.com
BTCT	1579	Bosch (Shanghai) Security Systems Ltd.	invoice_15791579@de.bosch.com
BTHK	0079	Bosch Security Systems LTD	invoice_00790079@de.bosch.com
CSCW	89F0	Bosch Connected Mobility Solutions Ltd.	invoice_89F089F0@de.bosch.com
DCCB	CN30	Bosch Rexroth (Beijing) Hydraulic Co., Ltd.	invoice_CN30CN30@de.bosch.com
DCCC	CN50	Bosch Rexroth (Changzhou) Co., Ltd.	invoice_CN50CN50@de.bosch.com
DCCS	CN90	Shanghai Bosch Rexroth Hydraulics & Automation Ltd Guangzhou Branch	invoice_CN90CN90@de.bosch.com
DCCS	CN10	Shanghai Bosch Rexroth Hydraulics & Automation Ltd.	invoice_CN10CN10@de.bosch.com
DCCX	CN60	Bosch Rexroth (Xi'an) Electric Drives and Controls Co., Ltd.	invoice_CN60CN60@de.bosch.com
DCHK	CN20	Bosch Rexroth (China) Ltd.	invoice_CN20CN20@de.bosch.com
ETCN	2710	ETAS Automotive Technology (Shanghai) Co.Ltd	invoice_27102710@de.bosch.com
PTCD	1770	Bosch Laser Equipment (Dongguan)Limited	invoice_17701770@de.bosch.com
PTCG	46F1	Bosch Power Tools (Chengdu) Co.,Ltd	invoice_46F146F1@de.bosch.com
PTCN	5600	Bosch Power Tools (China) Co. Ltd	invoice_56005600@de.bosch.com
RBAC	6755	Bosch Automotive Products(Suzhou)Co.,Ltd.	invoice_67556755@de.bosch.com
RBAC	6751	Bosch Automotive Products(Suzhou)Co.,Ltd.	invoice_67516751@de.bosch.com
RBAC	675W	Bosch Automotive Products(Suzhou)Co.,Ltd.	invoice_675W675W@de.bosch.com
RBAC	675A	Bosch Automotive Products (Suzhou) Co. Ltd NanJing Branch.	invoice_675A675A@de.bosch.com
RBAC	675U	Bosch Automotive Products(Suzhou)Co.,Ltd. Changzhou Branch	invoice_675U675U@de.bosch.com
RBAG	49A0	Bosch Automotive Products (Chengdu) Co.Ltd	invoice_49A049A0@de.bosch.com
RBAG	49AW	Bosch Automotive Products (Chengdu) Co.Ltd	invoice_49AW49AW@de.bosch.com
RBCC	2570	Bosch Automotive Products (Changsha) Co., Ltd	invoice_25702570@de.bosch.com
RBCC	2576	Bosch Automotive Products (Changsha) Co., Ltd	invoice_25762576@de.bosch.com
RBCC	257W	Bosch Automotive Products (Changsha) Co., Ltd	invoice_257W257W@de.bosch.com
RBCC	257X	Bosch Automotive products (Changsha) Co.Ltd Xushui Branch	invoice_257X257X@de.bosch.com
RBCD	06A0	Bosch Powertrain Systems Co.Ltd. Qingdao Branch	invoice_06a006a0@de.bosch.com
RBCD	376W	Bosch Powertrain Systems Co.Ltd	invoice_376W376W@de.bosch.com
RBCN	6670	Bosch (China) Investment Ltd.	invoice_66706670@de.bosch.com
RBCN	6671	Bosch (China) Investment Ltd. Suzhou Branch	invoice_66716671@de.bosch.com
RBCT	655W	Bosch Trading (shanghai) Co.Ltd	invoice_655W655W@de.bosch.com
RBCW	05C0	Bosch Automotive Systems (WUXI) Co., Ltd	invoice_05C005C0@de.bosch.com
RBCY	1160	Bosch (Hulunbeier) Automotive Test and Technology Center Co. Ltd.	invoice_11601160@de.bosch.com
RBDT	39B0	Bosch (Donghai) Automotive Test and Technology Center Co. Ltd.	invoice_39B039B0@de.bosch.com
RBHK	8130	Robert Bosch Co., Ltd.	invoice_81308130@de.bosch.com
SXCN	62B0	Bosch Automotive Service Solutions (Suzhou) Co., Ltd	invoice_62B062B0@de.bosch.com
TTCB	3050	Bosch Thermotechnology (Beijing)CO.,Ltd	invoice_30503050@de.bosch.com
TTCS	2750	BOSCH THERMOTECHNOLOGY (SHANGHAI) CO LTD	invoice_27502750@de.bosch.com
UPCN	49C0	Taixiang Vehicle Replace Parts (Shenzhen) Co., Ltd.	invoice_49C049C0@de.bosch.com
RBST	17A0	Bosch Electronics Trading (Suzhou) Co., Ltd	invoice_17a017a0@de.bosch.com
PTCN	5601	Bosch Power Tools (China) Co. Ltd	invoice_56005601@de.bosch.com
ITKC	93B0	ITK Engineering Technology (Wu Xi) Co., Ltd	invoice_93b093b0@de.bosch.com



3.2 Invoice Requirement

❖ Implementation attention special for E-portal:

- Only accept computer-generated PDF.
- One invoice in one email.
- Attachments need named with “Attachment”, to avoid system Process as an invoice.
- Only send invoice to the E-portal email address.
- Only put one recipient in the “To” line.

3.2.1 Invoice /debit note without reference to Purchase Order/Scheduling Agreement

- The invoice language must be **English ONLY** per China SAFE regulation.
- The invoice title cannot contain words such as **Repeat, Output, duplicate, copy,** etc.
- Except the invoice from down payment, Pro-forma invoice cannot be accepted through China SAFE regulation.
- The payer name on the invoice (name of Bosch legal entity) should be exactly the same as stated in the Contract.
- invoice /debit note must contain below information:
 - 1) Bosch company code(refer to “Code”)
 - a. *Note: If one Bosch Company contains several company codes, the invoice shall be issued separately per each company code.*
 - 2) Vendor number (the code in Bosch system for Supplier’s company)



- 3) Bosch contact person with Department name, for example: Zhang Simon (RBAC/LOG). (Family name + first name + Bosch internal organization code like (RBAC/LOG)) which is same as the name in Bosch outlook.

Ps: If the supplier is not sure about the company code and Vendor Number of the invoice, the supplier needs to ask his relevant Bosch buyer or user to confirm.

3.2.2 Invoice /debit note with reference to Purchase Order/Scheduling Agreement

- The invoice language must be **English ONLY** per China SAFE regulation.
- The invoice title cannot contain words such as **Repeat, Output, duplicate, copy,** etc.
- Except the invoice from down payment, Pro-forma invoice cannot be accepted through China SAFE regulation.
- The payer name on the invoice (name of Bosch legal entity) should be exactly the same as stated in the Purchase Order/Scheduling Agreement/Contract.
- Invoice/debit note must contain below information:

- 1) Bosch company code (refer to “Code”)

Note: If one Bosch Company contains several company codes, the invoice shall be issued separately per each company code.

- 2) Vendor number (the code in Bosch system for Supplier’s company)

- 3) PO number or SA number

Note:

1. *Item no. must be clearly stated on the invoice of PO.*
2. *Delivery Note number or Advanced Shipping Notification number must be clearly stated on the invoice of SA, which is the key factor for invoice receipt mapping with goods receipt.*

Ps: Delivery Note number is for non-EDI model

Advanced Shipping Notification number is for EDI model

- One invoice contains maximum 20 items, otherwise may lead to payment delay.

Ps: If the supplier is not sure about the company code and Vendor Number of the invoice, the supplier needs to ask his relevant Bosch buyer or user to confirm.

4. Other Tips

- The name and email address of invoice issuer should be printed on the invoice, so that we may approach you if needed.
- Only list one bank account on invoice. If any change/update of your payment information, please inform buyer timely.
- Credit note related to goods return should mark return PO No.
- Attachment must be PDF format files.
- Amount format must with currency & amount, e.g. USD 1,000.00. Not accept only currency symbol, e.g. \$1,000.00.
- Email & attachment must without password.
- Don't send invoices repeatedly.
- The subject of email and PDF file should be named by invoice number.
- Kindly follow aforesaid requirements, as the insufficient & incorrect information on the invoice may lead to invoice rejection or payment delay.
- Any applicable legal and tax requirements have to be fulfilled irrespective of the above mentioned points.
- Supplier can query invoice status through the following link
https://chatbot.bosch.com.cn/webchatbot/chat_Invoice.html?sysNum=1667223287384&sourceId=353&lang=en_US



5. Attachment for reference:

- Consumption excel list sample

Invoice No.	Invoice Date	Vendor Code	Material Document	Material Date	Material Code	Qty	Unit price	Amount
123456	2016.9.9	1234	4900000001	2016.09.05	5978.240.102	200	10	2000
123456	2016.9.9	1234	4900000002	2016.09.06	5978.240.102	200	10	2000
123456	2016.9.9	1234	4900000003	2016.09.07	5978.240.102	200	10	2000
...

- Consignment Invoice sample-for general invoice

Invoice
3141248677

Vendor information: Bosch company information

Bosch company information: Bosch Automotive Products (Suzhou) Co., Ltd. 128 Su Hong Xi Road, SIP 215021 SUZHOU CHINA

Vendor information: Bosch company information

Reference Data:
 Customer No.: 1004484
 Invoice date: 2018-07-05
 Acct. at Customer:
 Purchase Order No.: 4940205802
 Sales Order No.: 275670
 Delivery Note No.:
 Delivery Date: 2018-07-05

Conditions:
 Incoterms: DAP Suzhou
 Mode of Transport: Air Freight PAX
 Cust. Freight Acct. No.:
 Payment Terms: Within 30 days without ded.
 Taxfree Exportation

Our Contact:

Consignment

Item	Material No. / Cust. Mat. No.	Quantity / UoM Base	Price / Unit	Total Value in EUR
0010	81112163 5978240102		EUR / 100 M	
BW AL H11 RB 0.30x2.00mm 3.5° PS-DF 80m Ribbon made of Al-H11 Dimensions 2.0 x 0.3 mm Elongation > 15 % Breaking load 2350 - 3150 cN wound on 3.5°-PS-DF spools with 80 m per spool Part no. 5 978 240 102 Batch No.: 800,000 MM Batch Expiry Date: 2019-02-04				

Net Weight:
Commodity Code:
Country of Origin:
Customs Value:

invoice issue date & vendor code

must mark it



- Consignment Invoice sample – For list type invoice

**vender code
SA number
company code**

Isabellenhütte Heveler GmbH & Co. KG • P.O. Box 14 51 • 35564 Dillenburg (Germany)
Bosch Automotive Products (Suzhou) Co. Ltd.
No. 126- Su Hong Xi Lu
215021Suzhou

Ex.No.: (852) 2688 0090

**a summary invoice number
invoice date**

Invoice#: BOSZK-2020WW36
Date: 7-Sep-20

**select a consumption interval , list the
corresponding invoice issue date / invoice number /
consumption number / qty / amount**

Customer Code	Customer Name	Item Type	Invoice Date	Invoice Number	Customer PO	Currency Code	Orig Amt Iv Car	Remaining Amt Iv Car	Due Date	Payment Term
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221731	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221732	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221733	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221734	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221735	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221736	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221737	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221738	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221739	4996116628	USD	24.90	24.90	15-Oct-20	45 NET
BOSZK	BOSCH AUTOMOTIVE PRODUCTS	INV	1-Sep-20	221740	4996116628	USD	24.90	24.90	15-Oct-20	45 NET