



Information for suppliers

Saint-Gobain Sweden AB

Gyproc, Isover and Weber

(Please observe that Scanpac is not included)

VAT: SE556241259201

Transition to e-invoicing

2020-09-07

In cooperation with



LOGIQ
Information in control

Information regarding transition to e-invoicing via Peppol and Samtrafik for suppliers to *Saint-Gobain Sweden AB*

*For a faster, more efficient, and more secure handling of invoices, we have decided to transfer our management of supplier invoices to electronic handling only. **Saint-Gobain Sweden AB** can receive electronic invoices through Logiq's message service via the Peppol and Samtrafik.*

In order to send electronic invoices, you must have an agreement with an e-invoice operator.

If you do not currently have the capability to send e-invoices, please feel free to contact Logiq and we will help you find a solution

You can find more information about Logiq's services here: <https://www.logiq.no/services/>

From **2020-11-30** will we only accept invoices in XML- or PDF format (PDF-invoices should be sent to sgsweden.invoice@saint-gobain.com).

XML-invoice

Inform your e-invoice operator (VAN supplier)

Ensure that your operator has an inter-connection agreement with Logiq, and/or is an approved access point provider to the Peppol network. Notify **Saint-Gobain Sweden AB** that you will be sending future invoices via Logiq, and provide your operator with this document, in which the information of the e-invoice addresses of **Saint-Gobain Sweden AB** is specified.

Creating an initial e-invoice

Create the invoice according to the content requirements described below. In order for **Saint-Gobain Sweden AB** to receive and handle their invoices properly, it is vital that you include all the necessary information points on your electronic invoices.

Format and method of communication

- e-invoice must be sent in BIS 3.0 format via Peppol
- e-invoice must be sent via Samtrafik/other operators according to the current Samtrafik format.

Peppol BIS 3.0

<https://docs.peppol.eu/poacc/billing/3.0/>

Svefaktura 1.0

<http://www.sfti.se/standarder/peppolbisochsvehandel/svefaktura10.4411.html>

Address

Peppol; Saint-Gobain Sweden AB: VAT: 5562412592

Peppol identifier: 0007: 5562412592

Samtrafik; Operator is Logiq, address directed to: 5562412592

In cases of attachments, they will be included in the invoice file in the *AdditionalDocumentReference element*. Attachments must be in PDF-format.

General requirements

In order for us to process your e-invoices, one of the requirements below must be met.

The invoice must contain our order number or reference:

Ordernumber:

- "450" followed by seven numerical characters e.g. **4501234567** or
- "960" followed by seven numerical characters e.g. **9601234567**

Reference

- In the absence of order number as stated above, information about our reference name must be stated as invoice reference.

	Peppol BIS 3.0
Ordernumber	/Invoice/OrderReference/ID
Reference	/Invoice/BuyerReference

	Svefaktura 1.0
Ordernumber	Huvudnivå: AdditionalDocumentReference/cac:ID /@identificationSchemeID="ORDER" eller Linjenivå: OrderLineReference/OrderReference/BuyersID
Reference	RequisitionistDocumentReference/ID

If you have any questions to *Saint-Gobain Sweden AB*, please contact:

E-invoice questions: SSC_E-inv_Prj@saint-gobain.com

Accounts department (reminders etc): ssc.finance.sgsveden@saint-gobain.com

Sending invoices in PDF-format: sgsweden.invoice@saint-gobain.com

Our Invoiceaddress:

Saint-Gobain Sweden AB

*(Business unit)

Box 415

191 24 SOLLENTUNA

Sweden

* Business Unit = Gyproc / Isover / Weber