Contract Invoice History Report

Training Document

EDA Homepage > Analytics > Reports > Award Reports > Contract Invoice History Report

Table of Contents

EDA Roles **1**

Where to Run the Report **1**

Search Criteria **1**

Contract Invoice History Search Criteria: 1

Award Details: *1*

Search Results **2**

Header Information: 2

EDA Contract Data Columns: *2*

Exporting Search Results **3**

Exported Report Columns: *4*

This report provides the details on all the invoices for a specified Contract#/Order#. The Invoice details are the Invoice Number, Invoice Date, Invoice Amount, Shipment Number at the CLIN level.

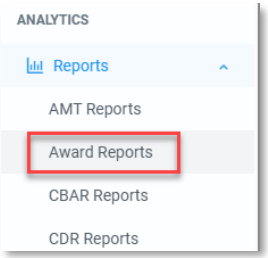
EDA Roles

Roles with access to the Contract Invoice History report:

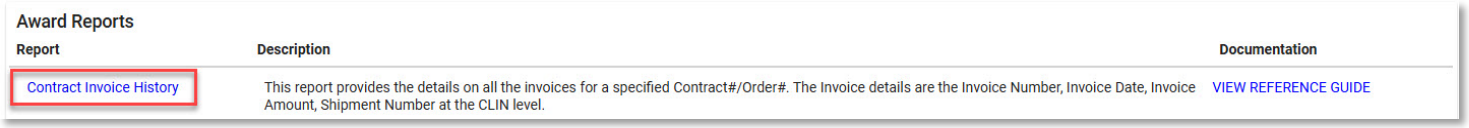
- Acquisition Sensitive Reporting
- Upload Attachments/Admin Docs
- CDR POC
- Contract Deficiency Report (Legacy) – Reviewer
- Contract Deficiency Report (Legacy) – ACO
- Contract Deficiency Report (Legacy) – PCO
- Advanced Reporting
- Contracts
- EDA Executive Reporting User

Where to Run the Report

Expand the **Reports** menu under Analytics in EDA and select the **Award Reports** option.



In the Award Reports section select the **Contract Invoice History**.



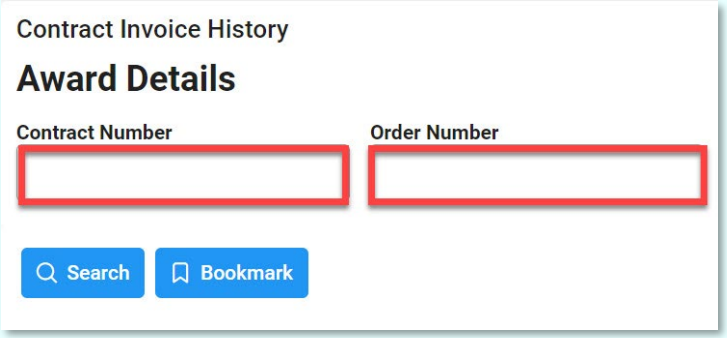
Search Criteria

The Contract Invoice History page displays. Enter search criteria to retrieve desired data.

Contract Invoice History Search Criteria:

Award Details:

- Contract Number
- Delivery Order Number



Buttons:

- Search
- Bookmark
- Cancel

Click the **Search** button after entering the search criteria. The search results display on the following page.

Search Results

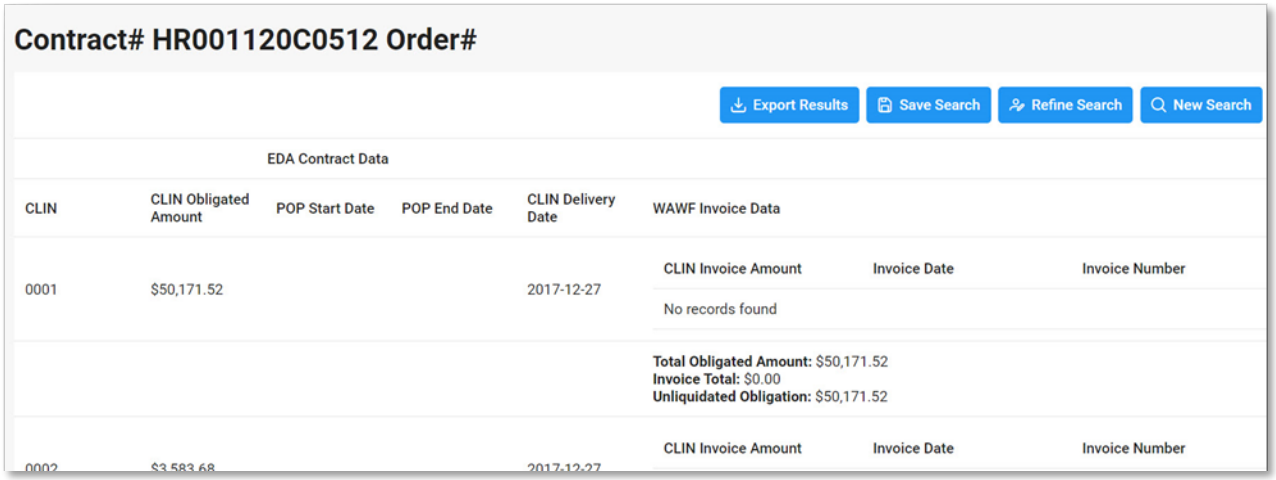
The Contract Invoice History Report Results table displays the search results.

Header Information:

- Contract #
- Order #

EDA Contract Data Columns:

- CLIN
- CLIN Obligated Amount
- POP Start Date
- POP End Date
- CLIN Delivery Date
- WAWF Invoice Data
    - CLIN Invoice Amount
    - Invoice Date
    - Invoice Number
    - Total Obligated Amount
    - Invoice Total
    - Unliquidated Obligation



Contract# HR001120C0512 Order#

Export Results | Save Search | Refine Search | New Search

		EDA Contract Data					
CLIN	CLIN Obligated Amount	POP Start Date	POP End Date	CLIN Delivery Date	WAWF Invoice Data		
0001	$50,171.52			2017-12-27	CLIN Invoice Amount	Invoice Date	Invoice Number
					No records found		
					Total Obligated Amount: $50,171.52 **Invoice Total:** $0.00 **Unliquidated Obligation:** $50,171.52		
0002	$3,583.68			2017-12-27	CLIN Invoice Amount	Invoice Date	Invoice Number

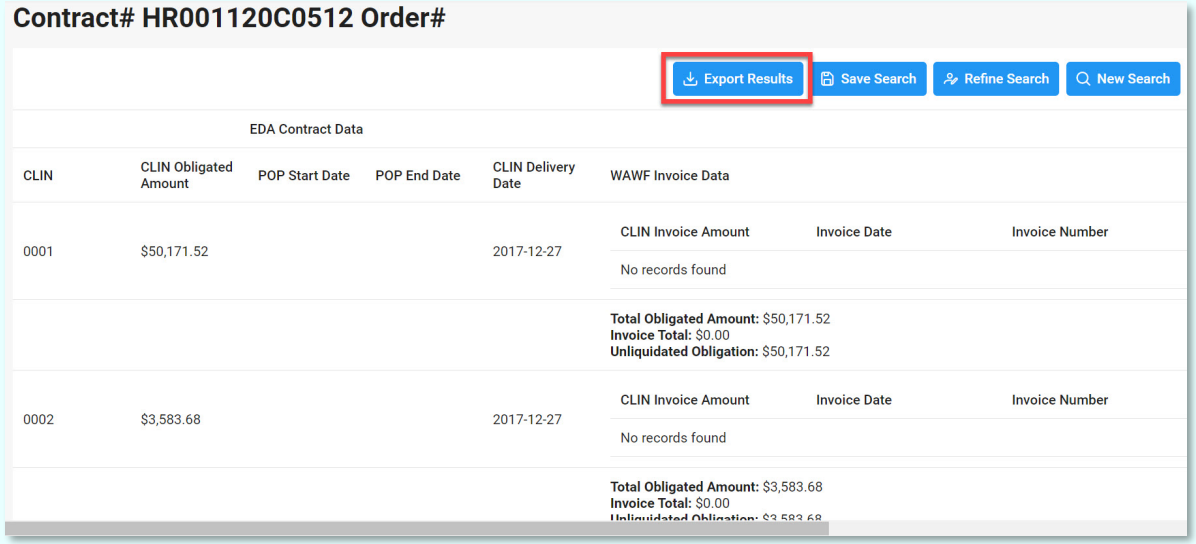
Buttons:

- Export Results
- Save Search
- Refine Search
- New Search

NOTE: The columns are sortable.

Exporting Search Results

Click the **Export Results** button on the search results page to export as Excel. A job runs to download the file.



The system downloads the file to the local machine based on browser settings.

Exported Report Columns:

- CLIN
- CLIN Obligated Amount
- POP Start Date
- POP End Date
- CLIN Delivery Date
- CLIN Invoice Amount
- Invoice Date
- Invoice Number
- Final Invoice Indicator
- Shipment Number
- Final Shipment Indicator

Sample Export:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Contract N	HR001120C0512													
2	Order Num														
3															
4	CLIN	CLIN Obligated Amount	CLIN Summary Obligated Amount	POP Start Date	POP End Date	CLIN Delivery Date	CLIN Invoice Amount	Invoice Date	Invoice Number	Final Invoice Indicator	Shipment Number	Final Shipment Indicator			
5	0001	50171.52	50171.52			2017-12-27									
6	0002	3583.68	3583.68			2017-12-27									
7	0003			2017-07-12	2018-07-11		1633.09	2021-05-12	INV1138	N	SHP1138	N			
8	0004			2017-07-12	2018-07-11										