

ANGOLA INVOICING REQUIREMENTS

Ericsson only makes payments against valid original invoices. Not complying with the requirements below could result in a delay of payment or rejection of invoice.

INVOICE REQUIREMENTS

To ensure quality postings and on-time payment, invoices and credit notes received must have the following information:

SUPPLIER INFORMATION:

- Supplier Trade Name and Corporate Name
- Supplier Registered Address
- Supplier's VAT registration number
- Suppliers Tax Identification number
- Supplier company registration number
- Supplier's telephone number contact person and email address
- Bank information (must have SWIFT for USD and IBAN for EUR, Bank name, address and account number)

ERICSSON INFORMATION

- Ericsson legal entity name and Invoice address as stated in the purchase order
- Ericsson Tax Identification Number
- Ericsson purchase order number (one purchase order per invoice)

CONTENT INFORMATION

- All content must be written in Portuguese
- The word INVOICE or CREDIT
- Document shall contain the statement 'processed by computer

- Invoice number (must be unique)
- Invoice date (please specify the format used)
- Currency must be the same currency as stated in the Purchase Order and where the Purchase Order currency is not in AOA, the invoice must also include the final price in national currency (AOA)
- Specification of goods and services delivered with the respective quantities; Line items and description in the purchase order should match the invoice.
- Total net amount
- Tax amount. If multiple taxes (VAT) are applicable, the tax rate for every net amount should be specified
- Specification of the date on which the goods have been made available or will be made available to Ericsson or the date of the provision of services or the date of completion of any previous work
- Total payable amount
- For credit notes, invoice number being credited must be stated (one credit note per invoice)

IMPORTANT

On completion of service or final delivery of goods, Vendor requests Ericsson to sign a Work Completion Note (WCN) for Services or a Delivery Note (DN) for Goods. Both these documents should include the Ericsson PO Number, the service or goods delivered as per the Purchase Order and the date

Mailing Address (Where the invoices will be send for payment processing)

The vendor should email documents in PDF format i.e. i) Invoice, ii) WCN or DN and iii) PO to the following email address:

pdf.invoice.bac.2787.831@ericsson.com

Invoicing Address (Company name and address that will be written on the invoice)

Please enter the correct Ericsson Company Name:

Ericsson AB Angola Branch (BAC)
Tax Reg No: 5403107070

Please enter the address on the invoice as stated in the Purchase Order.