Purchase Orders
SRM Guide to Hard Stop and Common Errors

Error or Issue	Resolution
⚠️ Line X: Associated contract item deactivated	**Problem:** The Buyer tries to execute the Purchase Order (PO), and they receive this error. The Contract Owner inactivated the item and replaced it with another new item. **Solution:** 1. The Buyer should go to the PO and determine the contract and item number that is causing the error. 2. Next, go to the contract and verify that the item being used was marked Inactive, and determine which item was added to replace the old item. If needed, call the contract owner to determine which item was added. 3. Once the item is determined, the Buyer can replace the Inactive item with the new item on the PO. *Note: The Contract Owner can also change the Contract Line Item to Inactive when the contract has PO Release Documents. If you are trying to Reduce the PO or pay an invoice and you receive this error, you should contact the Contract Owner to temporarily remove the Inactive status so that you can edit the PO. After the PO is in an Ordered status, then the Contract Owner can edit the contract status back to Inactive.*