

Purchase Order - Export

Three Steps for Affecting the Inventory : 1. Add line item in PO, 2. Create GRN and 3. Confirm GRN

Create Requisition

Go to Purchasing » Requisition

- Add Foreign-Import Supplier in the requisition header:

Requisition Details Docs Compare Supplier Depot Open

PO Requisition: [PREQ000031](#)

Approve Hold Release Create Purchase Order RFQ Undo

Please Add Details Before Further Processing!

Clear Show Top Previous Next Bottom Add Update Delete -

Requisition Number   PREQ  PREQ000031 

Date 13/08/2014 

Purchase Requisition

Supplier Reference

Supplier Ref Date [Unknown] 

Supplier Number SUP-000004 

Name AHMED

*Currency USD 

*Exchange Rate 1.5000000000

Division [Select] 

Section [Select] 

Project [Select] 

Requisition Flag

Requisition Status

PO Reference

Reference

Header Message 

Footer Message 

Notes 

Team Fulfilment 

Team Member asok@dreamapps.com 

Manager

Total Amount 0.00

- Go to Requisition Details Tab Add Item Code, Quantity, Warehouse

DreamApps Wiki - <http://wiki.dreamapps.com/wiki/>

Requisition Details Docs Compare Supplier Depot Open

PO Requisition: PREQ000031

Requisition Row 10

Show Clear Top Previous Next Bottom Add Update Delete

Include ☒ Purchase Order ☒ RFQ

Code iph-001

Description Iphone

Item Code iph-001

Item Extension

Quantity 10.000

Quantity On PO 0.000

Unit Price - Charged 66.6667

Discount % 0.00

Discount - Fixed 0.00

Margin % 0.00

Commission % 0.00

Requested Date 13/08/2014

Stock Type Stock-N-Sell

Purchase Unit [Select]

Conv Factor-Purchase 1.000000

Scheduled Date 13/08/2014

Date Received [Unknown]

Requisition Detail Status Verified

Order Number

Order Row 0

Line No 0

Order Details Table

Quotation Number

Price Basis Standard Cost

Description SUP-000001 Add a Supplier

Long Description

Details for Requisition PREQ000031												
Requisition Row	Item Code	Item Extension	Description	Quantity	Quantity On PO	Cur	Unit Price - Charged	Discount %	Margin %	Discount - Fixed	Line Amount	Include
10	iph-001		Iphone	10.000	0.000	USD	66.6667	0.00	0.00	0.00	666.67	☒
1		Totals							0.00			

- Approve the Requisition

(N.B : no change in the inventory)

Create RFQ

Create a number of RFQ's for individual Suppliers

- Click RFQ on the Requisition header
- Change the price in the detail RFQ's tab, as per the quotation that received from the supplier

RFQ Details Docs Supplier Depot

PO Requisition: PREQ000031

Order Row 10

Code iph-001 Description Iphone

Item Code iph-001 Item Extension

Qty Req 10.000 Qty Quoted 10.000 Unit Price - Charged 65.0000

Requested Date 13/08/2014 Stock Type Stock-N-Sell Purchase Unit

Discount % 0.00 Discount - Fixed 0.00 Margin % 0.00

Commission % 0.00 Conv Factor-Purchase 1.000000 Lead Time - Fixed 0

Lead Time - Variable 0 Lead Time - Transport 0 Lead Time 0

Scheduled Date 13/08/2014 Date Received [Unknown] Price Basis Standard Cost

Line Amount 650.00 USD *Exchange Rate 1.5000000000 Currency of Price SGD

Exchange Rate(Buy) 1.0000000000 Unit Price 100.0000 Tax Category Standard Rated

Tax Code 1 GST Tax Rate 1 7.0000 Tax Scope 03. Foreign-Imports

Long Description

Order Number Flag ☐ Yes

Details for Request POQT000045

Order Row	Item Code	Item Extension	Description	Qty Req	Qty Quoted	Cur	Unit Price - Charged	Discount %	Margin %	Discount - Fixed	Line Amount
10	iph-001		Iphone	10.000	10.000	USD	65.0000	0.00	0.00	0.00	650.00

- Compare the RFQ's, Click to select the RFQ and generate the PO

Requisition Details Docs Compare Supplier Depot Open

PO Requisition: PREQ000031

Generate PO Undo

Quotes for Requisition PREQ000031		
Items	SUP-000004 AHMED RFQ: POQT000045	SUP-000005 ccc RFQ: POQT000046
10 iph-001 10.000 I phone	10.000 @ USD65.00 Click to select	10.000 @ USD66.67 Click to select

(N.B : no change in the inventory)

Create PO

1. Add line item in PO

At the time of creating PO, after adding the line item, the quantity will add to the **On Purchase Order** column for that specific transacted warehouse.

Example : Item code is iph-001, Warehouse is **Centrepont**, **Qty Available** was 8, **Qty in hand** was 8 and purchased quantity is 10 then Scenario will like that :

Inventory for Item iph-001 i phone in Warehouse Centrepoint

[Show](#) [Clear](#) [Top](#) [Previous](#) [Next](#) [Bottom](#) [-](#)

Item Code i phone Item Extension [Select] *Warehouse

Stocking Unit pc(s) Cut-pieces 0 Entry Type Default

Status												
Qty Available	Qty in hand	On Back Order	Allocated to Customer	On Delivery	On Purchase Order	Goods In	On Transfer - In	On Transfer - Out	Allocated to Assembly - Comp	Kitted for WO - Comp	On Work Order-FG	Work-In-Progress - FG
8.000	8.000	0.000	0.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
8.000	8.000	0.000	0.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

- Approve the PO

Create GRN

2. Create GRN

- **Create GRN** is clicked, the quantity will add to the **Goods In** column.

Inventory for Item iph-001 i phone in Warehouse Centrepoint

[Show](#) [Clear](#) [Top](#) [Previous](#) [Next](#) [Bottom](#) [+](#)

Item Code i phone Item Extension [Select] *Warehouse

Stocking Unit pc(s) Cut-pieces 0 Entry Type Default

Status												
Qty Available	Qty in hand	On Back Order	Allocated to Customer	On Delivery	On Purchase Order	Goods In	On Transfer - In	On Transfer - Out	Allocated to Assembly - Comp	Kitted for WO - Comp	On Work Order-FG	Work-In-Progress - FG
8.000	8.000	0.000	0.000	0.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000	0.000
8.000	8.000	0.000	0.000	0.000	0.000	10.000	0.000	0.000	0.000	0.000	0.000	0.000

• 3. Confirm GRN

After Confirming the GRN, the quantity will add to the **Qty Available** and **Qty in hand** column's.

Inventory for Item iph-001 i phone in Warehouse Centrepoint

[Show](#) [Clear](#) [Top](#) [Previous](#) [Next](#) [Bottom](#) [+](#)

Item Code i phone Item Extension [Select] *Warehouse

Stocking Unit pc(s) Cut-pieces 0 Entry Type Default

Status												
Qty Available	Qty in hand	On Back Order	Allocated to Customer	On Delivery	On Purchase Order	Goods In	On Transfer - In	On Transfer - Out	Allocated to Assembly - Comp	Kitted for WO - Comp	On Work Order-FG	Work-In-Progress - FG
18.000	18.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
18.000	18.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000

Invoice

* Click the Invoice

From:

<http://wiki.dreamapps.com/wiki/> - **DreamApps Wiki**

Permanent link:

http://wiki.dreamapps.com/wiki/doku.php?id=purchase_order:purchase_order_-_export

Last update: **2014/08/13 08:45**

