

Milestone 4: Purchase

Activity 1: Purchase Order Creation

Books | Edit | Purchase Orders | Zoho Books | Search in Purchase Orders (/)

Vendor Name* Mega Stationary Mart

BILLING ADDRESS SHIPPING ADDRESS
[Add new address](#) [Add new address](#)

GST Treatment: Registered Business - Regular
GSTIN: 33TBASPDKN24083

Source Of Supply* [TN] - Tamil Nadu

Destination Of Supply* [TN] - Tamil Nadu

Deliver To* ☒ Organization ☐ Customer
Educonnect Learning Center
Tamil Nadu
India,
9500512039
[Change destination to deliver](#)

Purchase Order#* PO-00001

Reference#

Date 10/04/2023

[Save](#) [Save and Send](#) [Cancel](#)

Template: 'Standard Template' [Change](#)

Books | Edit | Purchase Orders | Zoho Books | Search in Purchase Orders (/)

Date 10/04/2023

Expected Delivery Date 05/08/2023

Payment Terms Due on Receipt

Shipment Preference Choose the shipment preference or type to add

☐ This transaction is applicable for reverse charge

Tax Exclusive ☒ At Transaction Level

[Bulk Update Line Items](#)

ITEM DETAILS	ACCOUNT	QUANTITY	RATE	TAX	AMOUNT
Books and Stationary Add a description to your item HSN Code: 999294	Cost of Goods Sold	500 Per unit	200	GST18 [18%]	1,00,000.00

[Add another line](#)

Sub Total 1,00,000.00
Total Quantity : 500

Discount 0 %
[Apply after tax](#)

CGST9 (9%) 9,000.00

[Save](#) [Save and Send](#) [Cancel](#)

Template: 'Standard Template' [Change](#)

Edit | Purchase Orders | Zoho Bi...

books.zoho.in/app/60023650201#/purchaseorders/146029600000022312/edit

Books

Search in Purchase Orders (/)

You are currently in th... UpgradeEduconnect learning ...

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Discount

0 %

0.00

Apply after tax

CGST9 (9%)

9,000.00

SGST9 (9%)

9,000.00

Total Tax Amount

18000.00

INR

Adjustment

0

0.00

TCS

Select a Tax

0

Total (₹)

1,18,000.00

Customer Notes

Will be displayed on purchase order

Terms & Conditions

Enter the terms and conditions of your business to be displayed in your transaction

Attach File(s) to Purchase Order

Upload File

You can upload a maximum of 10 files, 5MB each

Save

Save and Send

Cancel

Template: 'Standard Template' Change

Type here to search

32°C Mostly sunny

6:25 pm 17/10/2023