

Milestone 4: Purchases

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Activity 1: Purchase Order Creation

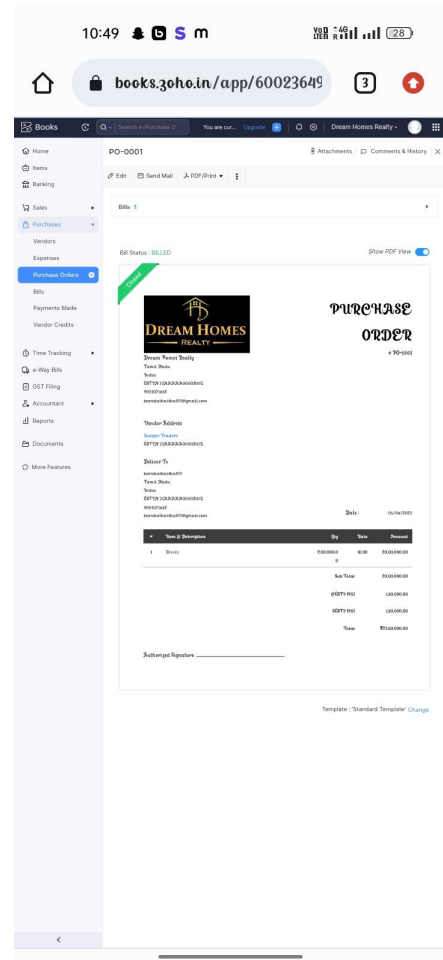
Next Dream Homes Realty has raised below purchase orders from the vendors:

- 05-04-2023 Juniper Traders- Bricks- Qty 20,000 @ Rs.10/- each GST @ 18%

For Creation of purchase orders from Navigation Panel go to Purchases>Purchase Order> Create New>Provide the respective details as shown below>Click on Save Draft

The screenshot shows the 'New Purchase Order' form in a software application. The form is divided into several sections: 'Vendor Details', 'Purchase Order Details', 'Items', and 'Totals'. The 'Vendor Details' section includes fields for 'Vendor Name' (Juniper Traders), 'Vendor Address', 'Vendor Email', and 'Vendor Phone'. The 'Purchase Order Details' section includes 'Purchase Order Number', 'Purchase Order Date', 'Purchase Order Type', 'Purchase Order Status', and 'Purchase Order Category'. The 'Items' section is a table with columns for 'Item Name', 'Quantity', 'Unit Price', 'Total Price', and 'GST'. It contains one item: 'Bricks' with a quantity of 20,000, a unit price of Rs. 10, and a total price of Rs. 200,000. The 'Totals' section shows the 'Grand Total' as Rs. 236,000.00. The form has a 'Save Draft' button at the bottom right.

Activity 1: Purchase Order Creation



Activity 2: Purchase Order to Purchase Bills Conversion

10:52

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books.3oho.in/app/60023649

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books

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Attachments
Comments & History

Edit
PDF
Record Payment

Credits Available: ₹25,60,000.00
Apply Now

Record Payment
Payment for this bill to overview. Apply available credits or record the payment for bill if paid already.

Record Payment
Apply Credits

Purchase Orders: 1

DREAM HOMES
REALTY

Dream Homes Realty
Team Name
Team
0779 1234567890123456
0779 1234567890123456
www.dreamhomesrealty.com

Bill To:

Bill From:

Order Number: 99-9999

Bill Date: 01/10/2023

Due Date: 01/10/2023

Term: Due on Receipt

| Item # | Description | Qty | Rate | Amount |
|--------|-------------|---------|------|------------|
| 1 | Drum | 100.000 | 0.00 | 0.00000000 |

Sub Total: ₹0.00000000

GST 1%: 0.00000000

GST 1%: 0.00000000

Total: ₹0.00000000

Billable Due: ₹0.00000000

Authorized Signature: _____

Journal

Amount is displayed in your home currency.

Bill

| ACCOUNT | DEBIT | CREDIT |
|------------------|--------------|--------------|
| Input CGST | 1,80,000.00 | 0.00 |
| Input SGST | 1,80,000.00 | 0.00 |
| Accounts Payable | 0.00 | 23,60,000.00 |
| Materials | 20,00,000.00 | 0.00 |
| | 23,60,000.00 | 23,60,000.00 |

Activity 3: Direct Vendor Purchases Bills Creation

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books

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New Bill

Vendor Name*

Select a Vendor

Bill*

Order Number

Bill Date*

dd/MM/yyyy

To make transaction dated before 09/07/2007, click here

Due Date

18/10/2023

Payment Terms

Due on...

☐ This transaction is applicable for reverse charge

At Transaction Level

| ITEM DETAILS | ACCOUNT | QUANTITY | RATE | TAX |
|----------------------------------|-------------------|----------|------|--------------|
| Type or click to select an item. | Select an account | 1.00 | 0.00 | Select a Tax |

Add another line

Sub Total

0.00

Discount

0.00

TDS

TC

Select a...

-0.00

Adjustment

0.00

Total

0.00

Notes

Attach Field to Bill

Upload File

It will not be shown in PDF

They can attach a maximum of 10 files, total each

Additional Fields: Start adding custom fields for your payments made by going to Settings > Purchases > Bills

Save as Draft

Save as Open

Cancel

Template: Standard Template

Change

Activity 4: Reconciliation of Open & Outstanding Bills

