1. Do you require Purchase order to be included in the proposed system?

Required same as sales order format (mail sent previously)

1. Please confirm Sales invoice to be included in the proposed system or not.

Required but heading should be "Estimate" instead of Tax Invoice

3. Apart from the Goods Receipt and Sales Invoice, are there any other transactions to be performed? For that, please check the below transactions for your understanding.

1. Rejected receipt material from vendor. - Required
2. Rejected sold material from Customer. - Required
3. In transit material from Vendor - Required
4. Physical verification of stock (+/-) - Required
5. Material transfer between warehouses. - Required

4. Sales Invoice inclusion. Please confirm.

1. Shipping Information - Required
2. TAX information (GST) - Optional
3. Discount (%age as well Value) - Required
4. Standard / Customised Terms and Condition - Required

5. Customer details to be captured? - Yes

6. Sales Issue pattern – LIFO, FIFO etc. – Yes (?)

7. Bar Code scanning required for inwards/outwards material? – Not Required

8. What reports are required? Giving a guideline, please confirm from your end – All Required

1. Daily Stock Report (On hand, in transit – Purchase as well as transfer between warehouse) and Sales quantities to be accounted.
2. Stock Report for a period
3. Vendor wise purchase/stock report.
4. Customer wise sales analysis – Time period wise/Region wise (if possible)
5. Sales Report – Time period wise
6. Salesman wise Report

9. Please scan and send all the below documents and artifacts. – Discussed over phone

1. Stock report
2. Sales Invoice
3. Purchase order (if it is included in the proposed system)
4. Any other reports you maintain at present (related to inventory / stock maintenance)