

Purchase Orders

Let us guide you through an online demonstration of the Purchase Orders module. [Click here.](#)

Objective

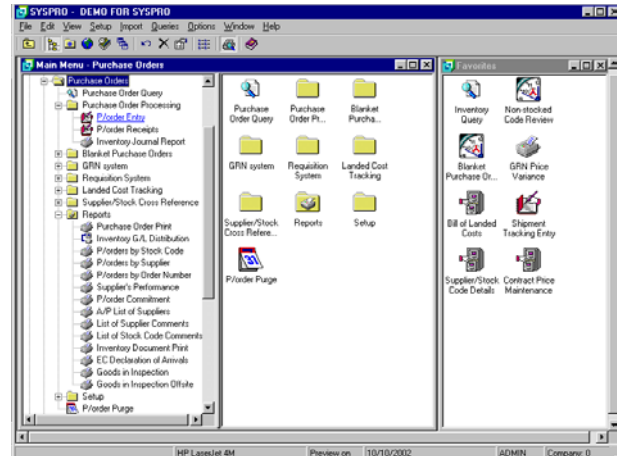
To monitor the quality, accuracy, lead times and costs of purchases, while providing comprehensive supplier performance analysis.

The Value of SYSPRO Purchase Orders

- Gives detailed screen query including graphical purchase order commitment
- Uses inventory cost, last price paid or contract pricing when creating orders
- Analyzes vendor performance for delivery times, quoted prices and previous quality specifications
- Has Full Goods Received Notes (GRN) suspense facilities with A/P to P/O matching and variance reporting
- Streamlines purchasing with purchase order requisitions and authorization procedures
- Provides automatic requisitioning via customer back orders
- Gives the ability to fax purchase order documents
- Lines P/O to Sales Order or Work Order
- Preview of reports to screen, fax and e-mail capabilities

Matching SYSPRO to Your Business

- Maintains multiple vendor stock codes and prices, cross-referencing to inventory stock codes
- Has an extensive notepad capability for P/O comments
- Orders stocked and/or non-stocked items easily to suit all purchasing needs
- Gives multiple user-defined P/O's and GRN document formats
- Provides user-defined follow-up codes and dates to prompt buyers for appropriate expediting
- Retains original and revised due dates to monitor supplier performance
- Orders for multiple due dates and warehouses
- Allows two stage receipting for inspection items
- Orders stocked and non-stocked (custom order) items on the same order
- Purchases in multiple units with user-defined conversion rates
- Allows automatic inclusion of purchasing comments for each line item
- Fast, efficient receiving options allow receiving of entire order or incoming transactions from a data collection system
- Receives directly into Work in Progress
- Blanket P/O facility
- Customizable set of data entry fields that may be viewed in the query



- Non-merchandise apportionment across all lines
- Ability to Export P/O/ in XML format

Audit Trails and Reporting

- Full inventory journals are generated for P/O receipts
- The GRN system monitors variances between the price paid and current cost
- Reports variances between the receipt price (P/O) and the invoiced price (vendor's invoice) or purchase order price and standard cost
- Expediting reports (user definable) prompt buyers to follow up by vendor, by item, etc.
- Extensive vendor performance reports
- Prints inspection documents on-line
- Provides the facility to print local or foreign purchase orders
- Gives the receipt history and tracks scrap/rejections per supplier

Integration

- Integrates with the Inventory Control, Work in Progress, Sales Orders & Invoicing, Return to Vendor and the Requirements Planning modules
- Links to Accounts Payable through GRN system, verifying that goods have been received
- E-mail reports or fax documents with the Office Automation module