

## How to Automatically Update the Unit Cost in Goods Received Notes

## Overview:

There are instances where the unit cost in Goods Received Notes is blank or incorrect because the user(s) recording received goods is restricted from viewing/editing the unit cost. The other user recording Purchase Invoices who is allowed to view/edit the unit cost shall correct the unit cost upon transfer and the system can automatically update the unit cost in the Goods Received Notes.

## Procedure:

- 1. Navigate to Maintenance > System Options > Purchases Tab.
- 2. Tick 'Automatically Update Unit Cost in Goods Received Note' and Save.

Save	Reset View View Variants Settings	Close												
Save	View	Close												
🏷 * - s	🐑 * - System Opti 🛛 🛛													
\$03	System Options													
Genera	l Customers Suppliers S	ales Purcha	ses Stocks Report Adjustment Options System VAT											
	Qty Precision 0 Allow only Approved Purchase Requisition To Be Transferred   Price Precision 2 Automatically Update Unit Cost In Goods Received Note													

## Application:

1. In the sample Goods Received Note (GRN2209/001) below, the unit cost is blank.

	Goods Received Notes																								
Detai	ls Si	upplier	Deliv	er To	Others	Notes	Ľ	Files	Арр	prova	als In	fo													
Sup	plier	301-A0	001			-	Cu	irrenc	y		PHP				-	Rate			1.00000000 Exchange Rate					æ	
Fro	rom ALI MANUFACTURING INC				At	Attention				antos				Doc	Date		09/24	/2022					-		
Ter	Term 60 DAYS -			Pu	ırchas	er	[	ALVIN				-	GRI	N No.		GRN2	209/001				÷ •				
Loc	Location				Supplier DO No							Reference No.													
Pro	ject					*	Cost Centre 🔹					Tax Indusive													
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	⊖∣s	Stock Cod	le	Descri	iption		E	Batch N	0	F.D	)esc	Qty	UOM	Unit	t Prio	ce	Disc	Amo	unt	Tax Code	Tax		WTax Code	WTax	N
►	s	SAM 17MN	π	SAMS	UNG 17'	MONITO	R				Ż	10	UNIT							SR-PNCD					
4																									►
Taxal	ole					Tax	_					Du	e Amo	unt	_							_			

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In Stock Inquiry, there's also no Cost Price for the GRN2209/001.

	豫 Stock Inquiry													
^	∧ Filters													
St	ock	SAM	117MNT		SAMSUNG 17' MONITOR									
St	k Sub-Code				Ŧ									
Da	ate From	09/	01/2022		* 1	Го		09/24/2022 👻						
Lo	cation	A	LL	Tindude	GST		Include Stoo	k Transfer	Use Stock Transfer Co	st(WA Only)				
Leo	lger Costing	QtyInfo	Location Qt	ty										
	Date	Transaction	n Code	Description	In	Out	Balance	Cost Price	Price (Exc L.Cost)	Sell Price				
•				BALANCE B/F										
	09/24/2022	GRN2209/0	001	ALI MANUFACTURING INC	10		10							

2. Transfer the GRN2209/001 to Purchase Invoice, enter the unit cost/price, and save.

\$	S Purchase Invoices															
Details	Suppli	er Deliv	er To Others	Notes	🖺 Files	Approvals 1	Info									
Supplier 301-A001 ~					Ŧ	Currency	Pł	HP		Ŧ	Rate		1.00000000 Exchange Rate			
From	OM ALI MANUFACTURING INC					Attention	Le	eah Santos			Doc Dat	e [	09/26/2022			+ ···
Term	60	DAYS		Purchaser ALVIN -				Invoice	Invoice No. BIL2209/001							
Locati	ion				*	Supplier DO No.					Supplier Inv No. BIL2209/001					
Projec	ct				Ŧ	Cost Centre				*	Defer	red VAT	Tax Indus	ive		
	<	∲ s	can Item	[		) 🔓 📴	<u>i</u>   I	<b>.</b>	🗖 Vie	ew Varia	ints 🔹 🗑	00	06 E	• 🖟		
0	Stock	Code	Description		Qty	From GRN	UOM	I Unit Pr	rice	Disc	Amount	Tax Code	Tax	WTax Code	WTax	Net
•	SAM1	7MNT	SAMSUNG 17'I	MONITOR	10	GRN2209/001	UNIT	r 4,5	500.00		45,000.00	SR-PNCD	5,400.00			50,400.00

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3. Open the GRN2209/001 or perform Stock Inquiry again, the unit cost/price is updated automatically.

Ĵ	🞲 Stock Inquiry													
$\sim$	∧ Filters													
St	ock	SAM17MN	π		• SAMSUNG 17' MONITOR									
St	k Sub-Code				-									
Da	te From	09/01/20	22		09/	9/26/2022								
Lo	cation	ALL		- Indu	de GST		Include Stoc	k Transfer	Use Stock Transfer C					
Led	ger Costing	QtyInfo Locati	on Qty											
	Date	Transaction Co	de	Description	In	Out	Balance	Cost Price	Net Amount					
►				BALANCE B/F										
	09/24/2022	GRN2209/001		ALI MANUFACTURING INC	10		10	4,500.00	50,400.00					

Ű	Goods Received Notes (Transferred)																
Det	ails S	Supplier Deli	ver To Ot	thers No	tes	🖆 Files	Approval	s Info									
Su	pplier	301-A001		Ŧ	Cur	rrency	ency PHP				Rate 1.0000000					xchange Rate	
Fre	From ALI MANUFACTURING INC Attent					tention	Leal	n Santos			Doc Da	ate	09/24/2022			-	
Те	erm 60 DAYS • Purcha				rchaser	ALV	IN		*	GRN N	о.	GRN2209/001 -					
Location - Suppli					pplier DO	No	Reference No.										
Pr	Project Cost Centre																
Sca	n Item	1	IIII	چ	ŀ	<u>i</u> 6	2	📑 View Var	iants •	0	0	o 06	· ·   🗸	¢			
	0	Stock Code	Descriptio	on		Qty L	JOM	Unit Price	Disc	Amo	ount	Tax Code	Tax	WTax Code	WTax	Net	
+	1	SAM17MNT	SAMSUN	g 17' Mon	ITOR	10 U	JNIT	4,500.00		45,	000.00	SR-PNCD	5,400.00			50,400.00	
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Таха	ble		45,000.00	Тах			5,400.	00 Due A	mount							50,400.00	



For further concerns regarding this matter, please contact support to assist you or create ticket thru this link <u>https://support.qne.com.ph</u>

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