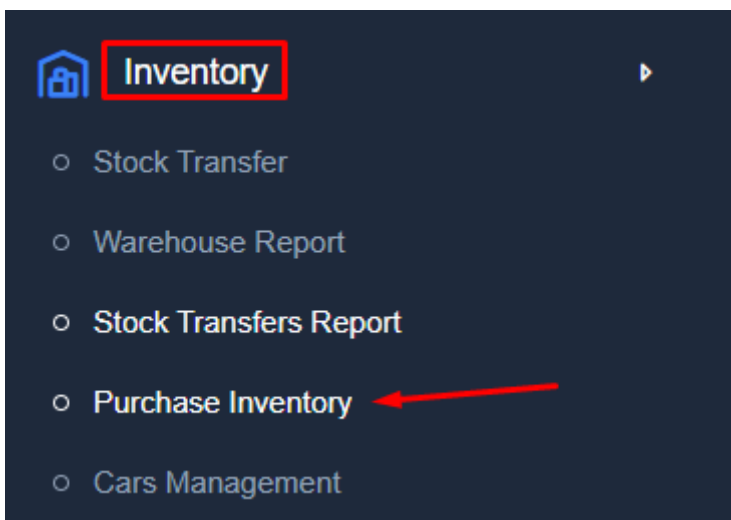


Purchase Inventory

Purchase Inventory has been updated to improve inventory purchasing management and provide better control over quantities, costs, taxes, discounts, as well as to facilitate tracking stock purchases and related details.

Find Purchase Inventory

From the menu **Inventory** → **Purchase Inventory** , select this option to create a new inventory purchase or update an existing one.



Search Purchase Orders Items

- Use the **Search** field to type any word related to the item you are looking for.
- Enter the **Code** if you already know the item code.
- Choose **Category** to select the category (such as Cars or any other category).
- Choose **List ID** to select the item name or list.
- Use **ID1** and **ID2** to narrow your search with extra options.
- Enter **Purchase Order ID** to search by Purchase Order number.
- Choose **Bin Location** to search by shelf or storage place.

- Choose **Location** to search by item location.
- Choose **Purchase Order Item Status (Available, Booked, Sold, Draft Return, Canceled)**.
- Choose **Warehouse** to search inside a specific warehouse.
- Enter **Purchase Order ID** to search by item record number.
- Enter **Chassis Number** or **Engine Number** when searching for a vehicle.
- Choose **Interior Color** or **Exterior Color** if needed.
- Enter **Model Year** or **Production Year** if required.
- Choose **Fuel** Type if needed.
- Choose **Export To Country** to filter by destination country.
- Choose **Supplier** to search items from a specific supplier.
- Choose **Purchase Order Status (Draft, Invoiced, Draft Return, etc.)**.
- Choose **Order Field** to decide how results are sorted.
- Choose Order:
 - **Ascending**: From smallest to largest
 - **Descending**: From largest to smallest
- Choose how many results to show **per page**.
- Click **Submit** to display the results.
- Click **Reset** to clear everything and start again.

Search Purchase Orders Items

Search

Code

CAT

Cars

L ID

ID1

ID2

POID

Bin Location

Location

PO Item Status

Warehouse

POI ID

Chassis Number

Engine Number

Interior Color

Exterior Color

Model Year

Production Year

Fuel

Location

Export To Country

Supplier

PO Item Status

Draft Return

Available

Booked

PO Status

Draft

Invoiced

Draft Return

Order Field

Bin Location

Order

Descending

Per-Page

100

Submit

Reset

Example Search Purchase Orders

Cars

Copy

Excel

CSV

Print

Column visibility

Search:

POI ID	PART NUMBER	DESCRIPTION	PO ITEM STATUS	PO STATUS	POID	CHASSIS NUMBER	ENGINE NUMBER	INTERIOR COLOR	EXTERIOR COLOR	MODEL YEAR	PRODUCTION YEAR	LOCATION
288484	GSX05	Suzuki - MOTORBIKES - GSX-R1000R	Available	Draft	502							0
288485	GSX05	Suzuki - MOTORBIKES - GSX-R1000R	Available	Draft	502							0
288486	GSX05	Suzuki - MOTORBIKES - GSX-R1000R	Available	Draft	502							0
288487	GSX05	Suzuki - MOTORBIKES - GSX-R1000R	Available	Draft	502							0
288506	GSX05	Suzuki - MOTORBIKES - GSX-R1000R	Available	Draft	502							0
288507	GSX05	Suzuki - MOTORBIKES - GSX-R1000R	Available	Draft	502							0

Update Selected

Clear Selection

- **Copy / Excel / CSV / Print:** Use these to export the table data. You can copy it to your clipboard, download it as a spreadsheet, or print it.
- **Column Visibility:** Click this to hide or show specific columns to customize your view.
- **POI ID:** Unique identification numbers for each specific item (highlighted in the far-left red box).
- **POID:** The Purchase Order ID associated with these items.
- **Description:** Details the make and model (e.g., Suzuki GSX-R1000R).
- **Status Columns:** Shows if the item is "Available" and the current workflow stage (e.g., "Draft").
- **Chassis & Engine Numbers:** Blank boxes for typing in unique identification codes.
- Dropdown menus to select the **Interior** and **Exterior colors**.
- **Model & Production Year :** Fields to specify the year the vehicle was manufactured.
- **Update Selected :** This saves all the information you just entered into the system. Always click this after making changes.
- **Clear Selection :** This deselects the current rows if you want to start over or cancel your current selection.

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