

## APPLIANCE PO RECEIVING

Sample PO from Netsuite:

**Purchase Order** PO-CGN10 SAMSUNG ELECTRONICS PHILS PENDING RECEIPT List Search

Edit Back Receive Bill Enter Prepayment Close Actions

**Primary Information**

VENDOR #	DATE 10/1/2023
VENDOR SAMSUNG ELECTRONICS PHILS	PO # PO-CGN10
EMPLOYEE	MEMO
RECEIVE BY	APPROVAL STATUS Approved

**Classification**

SUBSIDIARY Desmark Corporation	CLASS Appliance	LOCATION CAGAYAN : Desmark Cogon Combi
DEPARTMENT Head Office : Purchasing	CURRENCY Philippine Peso	NEXT APPROVER ROLE Desmark HO - Purchasing Head
PAIRED INTERCOMPANY TRANSACTION	APPROVAL STATUS(MATRIX) Approved	

**Items** Billing Accounting Relationships Communication Related Records System Information Custom Additional Inventory Details

EXCHANGE RATE  
1.00

ITEM	VENDOR NAME	RECEIVED	BILLED	QUANTITY	QUANTITY ON SHIPMENTS	UNITS	INVENTORY DETAIL	DESCRIPTION	PURCHASE CONTRACT	RATE	AMOUNT	TAX CODE	TAX RATE	TAX AMT	RATE (INCLUSIVE OF TAX)	GROSS
UA55CU7000G0XP		0	0	5		Unit		55 INCH 4K UHD SMART TV		18,599.36	83,032.86	VAT_PH-REGULAR	12.0%	9,963.94		92.9

## Where to locate PO Transaction

1. Go to Transaction ➡ Purchases ➡ Enter Purchase Order ➡ List

**Purchase Orders** Transactions Overview List Search Audit Trail

VIEW Desmark Search Edit View New Transaction

**FILTERS**

TYPE  
Purchase Order

REFERENCE NO.

EMPLOYEE  
- All -

DATE  
(Custom)

FROM

TO

LOCATION  
CAGAYAN : Desmark Cogon Combi

NAME  
SAMSUNG ELECTRONICS PHILS

STYLE  
Normal

**QUICK SORT** Recently Created **TOTAL: 2**

EDIT   VIEW	DATE	REFERENCE NO.	STATUS	MEMO	AMOUNT
<a>Edit   View</a>	10/1/2023	PO-CGN10	Pending Receipt		92,996.80
<a>Edit   View</a>	9/12/2023	PO-CGN7	Pending Supervisor Approval		54,806.61

Filter the brand you are receiving, for easy reference on the list of PO's.

**Purchase Orders** List Search Audit Trail

VIEW Desmark Search Edit View New Transaction

**FILTERS**

TYPE  
Purchase Order

REFERENCE NO.

EMPLOYEE  
- All -

DATE  
(Custom)

FROM

TO

LOCATION  
CAGAYAN : Desmark Cogon Combi

NAME  
SAMSUNG ELECTRONICS PHILS

STYLE  
Normal

**QUICK SORT** Recently Created **TOTAL: 2**

EDIT   VIEW	DATE	REFERENCE NO.	STATUS	MEMO	AMOUNT
<a>Edit   View</a>	10/1/2023	PO-CGN10	Pending Receipt		92,996.80
<a>Edit   View</a>	9/12/2023	PO-CGN7	Pending Supervisor Approval		54,806.61

2. Select **View**, once the PO number is found.

ORACLE NETSUITE | **SANDBOX** | desmark corporation

Search

Help Feedback Cheryl Waban Desmark Corporation - Desmark HO - Purchasing Head

Activities Transactions Lists Reports Analytics Customization Documents Setup Fixed Assets LMS Desmark LTMS SuiteApps Support

**Purchase Orders** List Search Audit Trail

VIEW Desmark Search Edit View New Transaction

**FILTERS**

TYPE: Purchase Order EMPLOYEE: - All - DATE: (Custom) FROM: TO: LOCATION: CAGAYAN : Desmark Cogon Combi

REFERENCE NO.: STATUS: NAME: SAMSUNG ELECTRONICS PHILS STYLE: Normal

EDIT   VIEW	DATE	PRINT	REFERENCE NO.	STATUS	MEMO	AMOUNT
Edit   View	10/1/2023	Print	PO-CGN10	Pending Receipt		92,996.80
Edit   View	9/12/2023	Print	PO-CGN7	Pending Supervisor Approval		54,806.61

QUICK SORT: Recently Created TOTAL: 2

After clicking view, Netsuite will show the PO Details then **click Receive**.

**Purchase Order** PO-CGN10 SAMSUNG ELECTRONICS PHILS PENDING RECEIPT

Edit Back **Receive** Bill Enter Prepayment Close Actions

**Primary Information**

VENDOR # DATE: 10/1/2023

VENDOR: SAMSUNG ELECTRONICS PHILS PO #: PO-CGN10

EMPLOYEE MEMO

RECEIVE BY APPROVAL STATUS: Approved

**Summary**

SUBTOTAL	83,032.86
TAX TOTAL	9,963.94
<b>TOTAL</b>	<b>92,996.80</b>

**Classification**

SUBSIDIARY: Desmark Corporation CLASS: Appliance LOCATION: CAGAYAN : Desmark Cogon Combi

DEPARTMENT: Head Office : Purchasing

PAIRED INTERCOMPANY TRANSACTION CURRENCY: Philippine Peso NEXT APPROVER ROLE: Desmark HO - Purchasing Head

INTERCOMPANY STATUS APPROVAL STATUS(MATRIX): Approved

**Items Billing Accounting Relationships Communication Related Records System Information Custom Additional Inventory Details**

EXCHANGE RATE: 1.00

ITEM	VENDOR NAME	RECEIVED	BILLED	QUANTITY	SHIPMENTS	UNITS	INVENTORY DETAIL	DESCRIPTION	PURCHASE CONTRACT	RATE	AMOUNT	TAX CODE	TAX RATE	TAX AMT	RATE (INCLUSIVE OF TAX)	GROSS
UA55CU7000GXPP		0	0	5		Unit		55 INCH 4K UHD SMART TV		18,599.36	83,032.86	VAT_PH-REGULAR	12.0%	9,963.94		92.9

**SAMSUNG ELECTRONICS PHILIPPINES CORPORATION**

DESMARK CORPORATION (0002317129)  
DESMARK - COGON (0006173821)  
9000 DESMARK ARCADE CAPT. VICENTE ROA  
COR. HAYES STS. CAGAYAN DE ORO CITY 10  
Tel : 8521-815116 Fax : 8521-815116

**DELIVERY RECEIPT**

NO. DATE: 7181052757 2023-08-11 11:27:26  
S.O. NO.: 1127261090  
TERMS: Approval Delivery (Front Deliver)  
Page: 1 / 1

PO NO: 7181052757 Qty: 5 Material: UA55CU7000GXPP Grade: A Item No: 10 S.O. No: 1127261090 Material Desc: LED TV UA55CU7000GXPP LIPPINES UA55CU7000GXPP

SOT11 [SPPCO] Sales Org  
SOT01 [SPPCO] Metro Manila  
Order Type:  
Total Volume: 0.910275  
REC Date: 2023-08-26  
Rechecked: 2023-08-11 16:11

**SAMSUNG SDS SAMSUNG SDS GLOBAL SCL PHILIPPINES**

TEL: FAX:

DO No. : 7181052757 Delivery Date : 28/08/2023

Address : 0006123821(DESMARK - COGON ) / 9000 DESMARK ARCADE CAPT. VICENTE ROA COR. HAYES STS. CAGAYAN DE ORO CITY 10

No	Model Name	Qty	Serial Qty	Product Serial
1	UA55CU7000GXPP	5	5	ONWM3NHW70078 ONWM3NHW70078 ONWM3NHW70078 ONWM3NHW70089 ONWM3NHW70092

RECHELLE G. FRANCISCO  
Name: Brayan Del Mundo 2023-08-11 17:22  
Signature: [Signature] company stamp: [Stamp] Date/Time: 8/25/23

QR Code

Once clicked Receive, the system will be redirected to the **Item Receipt** field. All the mandated fields will be filled up. This includes attaching a scanned copy of the delivery receipt.

Clicking the **+ sign** in DR Attachment will show where to upload the scan copy of the DR. Refer below data:

Go to **Inventory Detail** to input the serial number thru bar code scanner.

The screenshot shows the 'Item Receipt' form for IR-266 SAMSUNG ELECTRONICS PHILS. The form includes fields for Delivery Receipt Number (7181052757), DR Attachment (DR 7181052757), Reference # (IR-266), Vendor (SAMSUNG ELECTRONICS PHILS), and Classification (Desmark Corporation). The 'Inventory Detail' button is highlighted with a red box.

By clicking Inventory Detail, below data will show. You may start to input serial numbers.

The screenshot shows the 'Inventory Detail' dialog box. The 'SERIAL/LOT NUMBER' field is highlighted with a red box. The dialog box displays the item 'UA55CU7000GXXP' and its description '55 INCH 4K UHD SMART TV'. The 'Quantity' is 5.0 units. The 'Status' is 'Good' and the 'Quantity' is 1. The 'Add' button is highlighted with a blue box.

In every single serial number scanned, lines automatically added.

The screenshot shows the 'Inventory Detail' dialog box with multiple serial numbers added. The 'SERIAL/LOT NUMBER' field is highlighted with a red box. The dialog box displays the item 'UA55CU7000GXXP' and its description '55 INCH 4K UHD SMART TV'. The 'Quantity' is 5.0 units. The 'Status' is 'Good' and the 'Quantity' is 1. The 'Add' button is highlighted with a blue box.

Review all the filled up data before clicking **SAVE**. Reminder: unlike IETOOL, there is an HO approval to validate arrivals. But in Netsuite, once saved this will automatically count in your inventory. Always be careful.

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Item Receipt

IR-266 SAMSUNG ELECTRONICS PHILS

Save Cancel Actions

Primary Information

CUSTOM FORM: Desmark Item Receipt

DELIVERY RECEIPT NUMBER: 7181052757

DR ATTACHMENT: DR 7181052757

REFERENCE #: IR-266

VENDOR: SAMSUNG ELECTRONICS PHILS

CREATED FROM: Purchase Order #PO-CGN10

DATE: 10/2/2023

POSTING PERIOD: Oct 2023

MEMO:

SUPPLIER DATE INVOICE: 10/1/2023

INSPECTED BY: Cheryl Waban

FORWARDER: SEAQUEST

Classification

SUBSIDIARY: Desmark Corporation

TO LOCATION: CAGAYAN - Desmark Cogan Combi

CURRENCY: Philippine Peso

Items & Expenses Landed Cost Relationships Communication System Information Custom Additional Inventory Details Barcoding

EXCHANGE RATE: 1.00

LANDED COST PER LINE

Items Expenses

SELECT ITEM

Mark All Unmark All

RECEIVE	ITEM	VENDOR NAME	DESCRIPTION	ON HAND	TO LOCATION	REMARKING	QUANTITY	UNITS	INVENTORY DETAIL	OPTIONS	RATE	CURRENCY	UNIT REMARKS
<input checked="" type="checkbox"/>	UAS5CU7000G0XP		55 INCH 4K UHD SMART TV	5	CAGAYAN - Desmark Cogan Combi		5	Unit			16,606.572	Philippine Peso	

Save Cancel Actions

Once Saved, a confirmation will shows that the **Transaction successfully saved**.

ORACLE NETSUITE | SANDBOX | desmark corporation

Confirmation

Transaction successfully Saved

Item Receipt

IR-266 SAMSUNG ELECTRONICS PHILS

Edit Back Bill Actions

Primary Information

DELIVERY RECEIPT NUMBER: 7181052757

DR ATTACHMENT: preview DR 7181052757 download

REFERENCE #: IR-266

VENDOR: SAMSUNG ELECTRONICS PHILS

CREATED FROM: Purchase Order #PO-CGN10

DATE: 10/2/2023

POSTING PERIOD: Oct 2023

MEMO:

SUPPLIER DATE INVOICE: 10/1/2023

INSPECTED BY: Cheryl Waban

FORWARDER: SEAQUEST

Classification

SUBSIDIARY: Desmark Corporation

TO LOCATION: CAGAYAN - Desmark Cogan Combi

CURRENCY: Philippine Peso

Items & Expenses Landed Cost Relationships Communication System Information Custom GL Impact Additional Inventory Details Barcoding

EXCHANGE RATE: 1.00

LANDED COST PER LINE

Items Expenses

ITEM	VENDOR NAME	DESCRIPTION	ON HAND	TO LOCATION	QUANTITY	UNITS	INVENTORY DETAIL	OPTIONS	RATE	CURRENCY	UNIT REMARKS
UAS5CU7000G0XP		55 INCH 4K UHD SMART TV	5	CAGAYAN - Desmark Cogan Combi	5	Unit			16,606.572	Philippine Peso	

Serialized Inventory Item

UAS5CU7000GXXP

File

Back

Print Label

Actions

Primary Information

INTERNAL ID  
34185

PRIMARY UNITS TYPE  
LMTS

SUBITEM OF

ITEM NAME/NUMBER  
UAS5CU7000GXXP

PRIMARY STOCK UNIT  
UNITS

☐ QUALIFIED FOR TSA

TASK CODE  
UAS5CU7000GXXP

PRIMARY PURCHASE UNIT  
UNITS

RELATED TSA ITEMS

DISPLAY NAME/CODE

PRIMARY SALE UNIT  
UNITS

APPLICABLE MINIMUM DOWNPAYMENT

VENDOR NAME/CODE

PRIMARY BASE UNIT  
UNIT

Classification

SUBCATEGORY  
Desmark Group : Desmark Corporation

DEPARTMENT

LOCATION

☐ INCLUDE CHILDREN

CLASS  
Appliance : TV

BRANDS  
SAMSUNG

CLASSIFICATION  
SMART TV

SIZE SEGMENT  
55

DISPLACEMENT

CLASS TYPE

COLOR

☐ LOAN APPLICABLE

Purchasing/Inventory

Inventory Detail

Sales / Pricing

Accounting

Web Store

Related Records

Communication

Preferences

System Information

Custom

Inventory Detail Bin Numbers Inventory Statuses

VIEW

Inventory Number On Hand Desmark Cagon Combi

Customize View

EDIT	NUMBER	ON HAND	AVAILABLE
EDIT	0nwmdmnhw700785	1	1
EDIT	0nwmdmnhw700787	1	1
EDIT	0nwmdmnhw700788	1	1
EDIT	0nwmdmnhw700884	1	1
EDIT	0nwmdmnhw700823	1	1

By clicking **Related Records**, this will show the related transaction on the item you received, from **Purchase order number** to **Item Receipt number**.

[illegible]

