mSupply documentation wiki - https://docs.msupply.org.nz/

# **4.13. Prices in mSupply**

mSupply has many different mechanisms for altering the sell price of items in invoices depending on many things. Below in this article:

- Item Margins
- Per customer price lists

Elsewhere:

- Customer price categories
- Catalogue Price
- Program pricing 12 month average
- Patient list pricing

Customisations for certain clients (give us details of your situation, and we may be able to extend the functionality to your needs). Ask about:

- Unified selling price (built off Catalogue Price)
- Weighted Average Price (Built off Catalogue Price and similar to below two)
- Price averaging derived across supplied cost prices at each store
- Price averaging derived by the central warehouse applied to master list

## **Pricing With Default Settings**

There are two key values associated with all stock and invoice lines:

- Cost price: this is simply the price that the store paid the supplier for the goods.
- Sell price: this is recorded price that is expected for the goods to be sold to customers at. There are many pricing strategies that modify or override this value throughout mSupply which we'll detail below.

#### 1. Purchase Order (PO)

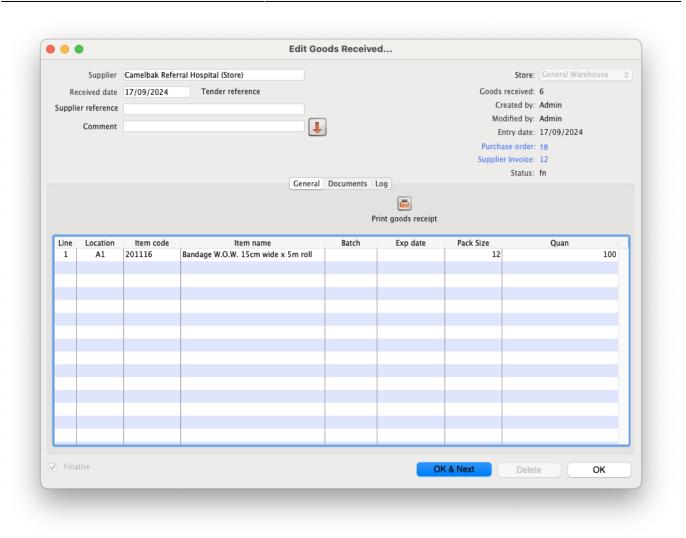
At the first instance, stock is often introduced into the supply chain via a purchase order. Each item ordered will have a price per pack which is carried through the next steps.

| •        | •            |                               |                 |   | Edit         | Purcha      | se order         | r                |            |                 |              |               |              |         |
|----------|--------------|-------------------------------|-----------------|---|--------------|-------------|------------------|------------------|------------|-----------------|--------------|---------------|--------------|---------|
|          | Order nun    | m: 18 Name Cam                | elbak Ref       | erral Hos                               | pital (Store | )           |                  |                  |            |                 |              | Colour        | Black        |         |
|          | Confirm dat  | te 17/09/2024                 |                 |   |              |             | R                | leference        |            |                 |              | Status: cn    |              |         |
| Reques   | sted deliver | ry: 00/00/00                  |                 |   |              |             |                  |                  |            |                 |              | Store: Gen    | eral Warehou | ıse     |
|          |              | General Det                   | ails Goo        | ds Recei                                | ved Supp     | lier Invoic | es Log           | Location         | Custom dat | a Documer       | nts          |               |              |         |
| <b>F</b> | 1            |                               | ) (             |   |              |             |                  |                  |            |                 |              |               | ſ            | 1       |
| New li   | J<br>ine De  | elete lines Update EDD Print  |                 | nfirm                                   |              |             |                  |                  |            | Category        | None         |               |              | Info    |
|          |              |                               |                 | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |              |             |                  |                  | -          |                 |              |               |              |         |
| Show a   | all lines    | <b>.</b>                      |                 |   |              |             |                  |                  | Currency   | AUD             | 😳 Fo         | rex rate      | 0.7783       |         |
| Line     | ltem<br>code | ltem                          | No. of<br>packs | Pack                                    | Orig.<br>Qty | Adj.<br>Qty | Tot.<br>received | Stock<br>on hand | On Order   | Cust.<br>b/odrs | Price Ext    | Requested     | Expected     | Stor    |
| 1        | 201116       | Bandage W.O.Wm wide x 5m roll | 100             | 12                                      | 1200         | 1200        | 1200             | 5532             | 0          | 0               | 4,750.00     |               |              | Ge.     |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |
|          |              |                               |                 |   |              |             | 1                |                  |            |                 |              |               |              |         |
|          |              | r discount                    |                 |   |              |             |                  |                  |            |                 |              | ited subtotal |              | ,750.00 |
| 5        | Percent      | tage 0 Discount ar            | nount           |   | 0.00         |             |                  |                  |            | Estir           | mated cost a | fter discount | 4            | ,750.00 |
|          | Locked       | d Auto calc usage             | 2               |   |              |             |                  |                  |            |                 |              |               |              |         |
| 🗆 Fi     | inalise orde | r 🗹 Authorise                 |                 |   |              |             |                  |                  | OF         | < & Next        |              | Delete        | 0            | к       |
|          |              |                               |                 |   |              |             |                  |                  |            |                 |              |               |              |         |

Note in this instance, the supplier uses the currency AUD. Our system is using USD. This Forex (Foreign exchange) rate will be used later.

### 2. Goods Receipt (GR)

Next a user would create a Goods Receipt linked to this Purchase Order in order to accept the physical stock arriving. They'd add the lines from the original PO and enter the verified count of items into the GR. Finalising this GR will create a Supplier Invoice.



### 3. Supplier Invoice (SI)

A Supplier Invoice is automatically created by the GR of the previous step. This invoice, also known as a transaction, is used to record the ledger of the stock entering the mSupply stock system.

| •          |              |                                   |              |          | Sup      | plier Invoi  | ce                    |            |            |            |              |             |
|------------|--------------|-----------------------------------|--------------|----------|----------|--------------|-----------------------|------------|------------|------------|--------------|-------------|
|            | Name O       | amelbak Referral Hospital (Store) | Ļ            |          |          | Confi        | rm date: 17/09/2024   | 1          |            | Co         | olour        | Black       |
|            | Their ref    |                                   | camelrefhosp |          |          |              |                       |            |            | nvoice nur | nber: 12     |             |
|            |              | Goods received: 6                 |              |          |          | Category     | lone                  | 0          |            |            | date: 17/09/ | 2024        |
|            | Comment C    | Joous received. o                 |              |          |          | category     | tone                  |            |            | St         | atus: cn     |             |
|            |              |                                   |              |          |          |              |                       |            | (          | Goods rece | ived: 6      |             |
| +          | - Inite      |                                   |              | 1        |          |              |                       |            | 1          | Purchase o | rder: 18     |             |
| New line   | Add items fr | om Delete line                    | D            | uplicate |          |              |                       |            |            | Requis     | ition: 0     |             |
|            | requisition  | 1                                 |              | lines    |          |              |                       |            |            |            | d by: Admin  |             |
|            |              |                                   |              |          |          |              |                       |            |            | S          | tore: Genera | l Warehouse |
|            |              |                                   | General Summ | ary by   | Item Sur | nmary by Bat | ch   Price   Document | ts Log     |            |            |              |             |
| Lo         | ltem code    | Item Name                         | Qty          | Pack     | Batch    | Expiry       | Manufacturer          | Cost Price | Sell Price |            | Price exten  |             |
| 1 A1       | 201116       | Bandage W.O.W. 15cm wide x 5m     | roll 100     | 12       |          |              | Aspen MI Devices      | 36.96      | 36.96      |            |              | 3,696.93    |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              | Other charges                     |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            | Subtotal:    | 3,696.93    |
| <u>s</u> 🛛 | 1 📩          | Item(s):                          |              |          |          |              |                       |            |            | 0.00       | % Tax:       | 0.00        |
|            |              | Amount: 0.00                      |              |          |          |              |                       |            |            |            | Total:       | 3,696.93    |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
| Hold       | E            | oort batch: 0                     |              |          |          |              |                       |            |            |            |              |             |
| Finalise   | Exp          | Margin: 0.00                      |              |          |          |              |                       | OK &       | levt       | Delete     |              | ОК          |
|            |              |                                   |              |          |          |              |                       | OKa        |            | Doloto     |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |
|            |              |                                   |              |          |          |              |                       |            |            |            |              |             |

At this point the user has an opportunity to adjust cost and sell price.

|                   | Add/ed                           | it supplier invoice lin      | e                      |                     |
|-------------------|----------------------------------|------------------------------|------------------------|---------------------|
| ltem B            | Bandage W.O.W. 15cm wide x 5m ro | bll                          | I                      | 201116              |
| Received quantity | 100                              |                              | Invoice quantity       | 0                   |
| Pack size         | 12 Roll                          |                              | Invoice pack size      | 0                   |
| Total quantity 1  | ,200.00                          |                              | Invoice total quantity | 0.00                |
| Batch             |                                  |                              | Location               | A1 5                |
| Expiry 0          | 00/00/00                         |                              | Volume per pack        | 0 m3 ≶              |
|                   |                                  |                              | Weight per pack        | 0 kg 🍒              |
| Price             | per pack (AUD) 47.50             | Adjusted local cost<br>36.96 | % Margin               | Sell price<br>40.67 |
| Price             | extension (USD) 3,696.92         |                              |                        |                     |
| Manufacturer A    | spen Medical Devices             |                              |                        |                     |
|                   |                                  |                              |                        |                     |
|                   |                                  | Cancel                       | ОК                     | OK & Next           |
|                   |                                  |                              |                        |                     |
|                   |                                  |                              |                        |                     |

Note:

- The currency exchange rate has been applied (and can be further edited).
- There is an opportunity to apply a margin. It has been set to 10%. (there are multiple places in mSupply to configure default margins)
- A sell price per pack is first recorded here. It is 10% higher than the cost price. It can be further edited manually.

Once finalised this will be available as stock in mSupply

### 4. Checking introduced stock

Under the Items menu, you can search for and view our item's stock. Note the other lines of stock which have different cost and sell price. This is because this stock was received or added at another time, with different prices applied at the time. All stock has it's own cost and sell price associated. Keep in mind that there are settings for centrally controlled sell prices for items, so that all customers pay the same amount regardless of the specific stock line they're receiving.

| General           | -    |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
|-------------------|------|-------------|----------|-----------|----------|------------|-----------------|-----------|------------------------|--------------|----------------|-------------|------------|------------|
| Storage           |      |             |          | landage W | .O.W. 15 | cm wide :  | x 5m roll       |           |                        |              | Ste            | ore: Genera | l Warehous | 2 0        |
| Misc              |      | lten        | n code 2 | 01116     |          |            |                 |           |                        |              |                |             |            |            |
| Usage             |      |             | l.       |           |          |            |                 |           | 1                      |              |                | <b>I</b>    | (F         |            |
| Stock             | ~    | <u>.</u>    |          |           |          | 11-1       |                 | ch        |                        |              | <u>-</u>       |             |            |            |
| Ledger            | Sho  | w zero line | es P     | rint      | Split    | Upda       | ate sell prices |           | ow related<br>invoices | Conso        | olidate        | Labels      | Print barc | ode labels |
| Quotes            |      | Available   | Total    |           |          |            |                 |           |                        |              |                |             |            | Тс         |
| Backorders        | Line | packs       | packs    | Hold      | Pack     | Batch      | Expdate         | Supplier  | Manufacturer           | Location     | Cost Price     | Sell Price  | Status     | vol        |
| Notes             | 1    | 3           | 15       |           | 12       |            |                 | LUPIN     | Pyretuticals           | A1           | 3.00           | 4.20        |            |            |
| Reconcile         | 2    | 100         | 100      |           | 12       |            |                 | cahosp    | Aspeevices             | A1           | 36.96          | 40.67       |            |            |
| Bill of materials | 3    | 334         | 346      |           | 12       | D456486    | 30/04/2021      | invad     |                        | A1           | 0.49           | 0.48        |            |            |
| Purchase Orders   |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| Order options     |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| Dispensing        |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| Reporting         |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| .og               |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| Requisitions      |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| Stores            |      |             |          |           |          |            |                 |           |                        |              |                |             |            |            |
| Barcodes          |      |             |          | 1         | 1        |            |                 |           |                        |              | 1              |             |            |            |
| Custom data       | Sto  | ck          |          |           |          |            |                 |           | Non s                  | tock items   |                |             | Æ          | 1          |
| Master lists      | N    | Minimum s   | tock     |           | 0        | Maximum    | n stock         | 0         | 1                      | Non stock i  | item           |             | _          | <i>w</i>   |
| Interactions      |      | Stock on h  | and      | 5.53      | 12       | Total stoc | k value         | 3.911.46  | Dof                    | ult custom   |                |             | Check I    | edger      |
|                   |      | Stock on o  |          | 5,5.      |          | Average ur |                 | 0.70      | Dela                   | tuit custome | er             |             |            |            |
|                   |      | Stock off o | Tuel     |           |          | Total V    |                 | 0.00      |                        |              |                | _           |            |            |
|                   |      |             |          |           |          | Total v    | orume           | 0.00      |                        |              |                |             |            |            |
|                   | Mo   | nths Cove   |          |           |          |            |                 |           |                        |              |                |             |            |            |
|                   |      | Based on    | 0        | 0         | month    | s usage    | Calculate       |           | Exclude sto            | ock with exp | oiry date less | than        | 3 mont     | 15         |
|                   |      | F           | or stock | c on hand |          | (m         | onths cover)    |           |                        | Generati     | ng an order    | for         | 0 mont     | 15         |
|                   |      | Includi     | ng stock | on order  |          | (mo        | onths cover)    |           |                        | will orde    | r a quantity   | of          | stock      |            |
| Delete            |      |             |          |           |          |            | _               |           |                        |              |                | Gameral     |            |            |
| Delete            |      |             |          |           |          |            |                 | OK & Prev | nous                   | OK & Nex     |                | Cancel      |            | к          |

Editing our line of introduced stock, we can modify cost and sell price again.

| code 201116 Item name Bandage W.O.                            | W. 15cm wide x 5m roll      |
|---|-----------------------------|
|   |                             |
| General Ledger Sta  | tus Reference documents Log |
| Quantity according to stock                                   |                             |
| Total Quantity 100  | Available 100               |
| Cost price 36.96925 Ho  | old Volume per pack 0 m3    |
|   | on A1 Weight per pack 0 kg  |
|   | ize 12 Roll                 |
|   |                             |
|   | initial qualitity o         |
| Supplier Camelbak Referral Hospital Inners per Out<br>(Store) | ter 0                       |
|   |                             |
|   |                             |
|   | Program                     |
| Note  |                             |
|   |                             |
| Custom stock fields   |                             |
|   |                             |
|   |                             |
|   |                             |
|   |                             |
|   |                             |
|   |                             |
|   |                             |
|   | Cancel OK                   |
|   |                             |

### 5. Customer Invoice (CI)

If we create a new customer invoice to a facility, when adding an item we'll see our stock line is available with the prices carried through from the supplier invoice that introduced the stock.

|         |            |               |          |          |      | Edit li | ne            |          |          |            |            |      |
|---------|------------|---------------|----------|----------|------|---------|---------------|----------|----------|------------|------------|------|
| ltem    | Bandage    | e W.O.W. 15c  | m wide > | 5m ro    | 11   |         |               | I        | 201116   |            |            |      |
| Line    |            | 2             |          |          |      |         |               | _        | ·        |            |            |      |
| Quan    |            | 5 of 100      |          | Total    | 60   | 1       |               |          |          |            |            |      |
|         |            | _             |          | r pack s |      | _       |               |          |          |            |            |      |
| Pack    | 1          | 12 Roll       | oute     | puer 3   |      | 0       |               |          |          |            |            |      |
|         |            |               |          |          |      |         |               |          |          |            |            |      |
|         | Add Pla    | ace holder    |          |          |      | Re-look | up Sell Price |          |          |            |            |      |
| Line la | sue A      | vailable Tot  | in st    | Pack     | Hold | Batch   | Expdate       | Supplier | Location | Cost Price | Sell price | Sta  |
| 1       | 0          | 3             | 15       | 12       |      |         |               | LUPIN    | A1       |            | 4.20       |      |
| 2       | 5          | 100           | 100      | 12       |      |         |               | camosp   | A1       |            | 40.67      |      |
| 3       | 0          | 334           | 346      | 12       |      | D456486 | 30/04/2021    | invad    | A1       | 0.49       | 0.48       |      |
|         |            |               |          |          |      |         |               |          |          |            |            |      |
|         |            |               |          | _        |      |         |               |          |          |            |            |      |
|         |            |               |          |          |      |         |               |          |          |            |            |      |
|         |            | uantity issue |          | 60       |      |         |               |          |          |            |            |      |
|         | i otai qua | ntity availab | le       | 5244     |      |         |               |          |          |            |            |      |
|         |            |               |          |          |      |         |               | Can      | cel      | ОК         | OK &       | Next |
|         |            |               |          |          |      |         |               |          |          |            |            |      |

Now added, we can see in our Customer Invoice the stock we added and see that it's Price Extension (the total sell price for the line) is 5x the sell price, as we are providing 5 packs.

| _          |              |                 |                  | _                |              | omer invoice             |            |        |       |              |                     |             |
|------------|--------------|-----------------|------------------|------------------|--------------|--------------------------|------------|--------|-------|--------------|---------------------|-------------|
| Nam Nam    | ne Bike Hosp | ital            |                  |                  | Confirm date | 00/00/00                 |            |        |       | Colo         | ur                  | Black       |
| Their r    | ef           |                 | BIK              | (                |              |                          |            |        |       | Invoid       | :e: 36              |             |
| Comme      | nt           |                 |                  |                  | Category     | None                     | 0          |        |       | Entry dat    | te: 18/09/2         | 024         |
|            |              |                 |                  |                  |              |                          |            |        | G     | oods receive |                     |             |
|            |              |                 | _                |                  |              |                          |            |        |       | Requisitio   |                     |             |
| +          |              |                 |                  |                  | <b>1</b>     |                          |            |        |       |              | ıs: sg<br>oy: Admin |             |
| New line   |              | Delete          | line(s)          |                  | History      | Confirm                  |            |        |       |              | re: General \       |             |
|            |              |                 |                  |                  |              |                          |            |        |       | Sto          | re: General i       | warenouse   |
|            |              |                 | Genera           | al Summary by It | em Summary   | by Batch   Transport det | ails Docur | nents  | Log   |              |                     |             |
| lotes Line | Location     | ltem code       |                  | Iter             | m Name       |                          | Quan       | Pac    | Batch | Exp date     | Sell Price          | Price exten |
| 2          | A1           | 201116          | Bandage W.O.W. 1 | 5cm wide x 5m ro | 11           |                          | 5          | 12     |       |              | 40.67               | 203.35      |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
|            | 1            |                 | 1                |                  |              |                          |            |        |       | -            |                     |             |
| •          |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
| <u>-</u>   |              |                 | Othe             | er charges Iter  | n:           |                          |            |        |       | Am           | ount:               | 0.00        |
|            |              |                 |                  |                  |              |                          |            |        |       | Sub          | total:              | 203.35      |
|            |              |                 |                  |                  |              |                          |            |        |       |              | Tax:                | 0.00        |
|            |              |                 |                  |                  |              |                          |            |        |       | T            | Fotal:              | 203.35      |
| Hold       |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |
| Finalise   |              | Export batch: 0 |                  |                  |              |                          | C          | 0K & N | lext  | Delete       |                     | ОК          |
|            |              |                 |                  |                  |              |                          |            |        |       |              |                     |             |

#### 6. Prescriptions

For a Prescription to a patient, it is much the same as a customer invoice.

| • • •   |                                      | Prescription Ent | ry                               |                        |  |  |
|---|--------------------------------------|------------------|----------------------------------|------------------------|--|--|
| Patient details   |                                      | _                |                                  |                        |  | Black                                    |
| New Patient Code: 0160/<br>Prescriber Boone, Adrian<br>Code: ab | 47/00                                |                  | (1985 ⊽ Female<br>Address: Buota |                        | Entered 18/0<br>Invoice 37<br>Entered by Admi<br>Store: Gene         |  |
| New line Delete line(s)   | History Repeats                      | Items Log        | Reference<br>Comment             | Category               | None   | •  |
|   |                                      |                  |                                  |                        |  |  |
| Line Location<br>1 A1 Bandage W.O                               | Item Name<br>.W. 15cm wide x 5m roll | Quan Pa<br>5 12  |                                  | te Sell Price<br>40.67 | Price exten  | 203.35                                   |
|   |                                      |                  |                                  |                        |  |  |
| s i 🛛 🖬   | tem:                                 | Amount:          | 0.00                             |                        |  |  |
| Date  |                                      | Notes            |                                  |                        | Subtotal:<br>.00 % Tax:<br>0% discount:<br>Total:<br>nt Outstanding: | 203.35<br>0.00<br>0.00<br>203.35<br>0.00 |
| Finalise Export batch:  | 0 Status: nw                         |                  | ок                               | & Next De              | elete O  |  |

The key difference here is that there are several patient specific pricing modifiers that can be configured in mSupply which we'll see later.

## **Sell Price Settings**

At either introducing stock or at the point of distributing/selling/dispensing stock, there are settings that can modify the sell prices saved in the system or simply override the sell price when distributing. Hold on you your hats [].

### **Default Price List**

A Default Price list is one of mSupply's approaches to standardising pricing across the whole system. This is useful when you want all customers/patients to pay the same amount per unit of an item regardless of what any particular line's sell price has been set to (usually related to cost price). This is useful when receiving stock from multiple suppliers, via various shipment methods (Air vs sea freight) where prices of different lots of an item received can vary greatly. Some donor stock might be free! This setting is managed through 4.04. Item master lists. A Master List can be configured as a "Default Price List" by checking the checkbox shown below.

| Note         | Default Price List                  |                              |               | Created dat         |                   |
|--------------|-------------------------------------|------------------------------|---------------|---------------------|-------------------|
| Note         |                                     |                              |               |                     |                   |
|              |                                     |                              |               | Created b           | y: Admin          |
|              |                                     |                              |               |                     |                   |
| Discount %   |                                     |                              |               |                     |                   |
|              | Automatically add new items to this | master list                  |               |                     |                   |
|              | This master list is a patient list  |                              |               |                     |                   |
|              | 🗸 Is default price list             |                              |               |                     |                   |
|              | ſ                                   | Items In use by Tags Program | Sattings      |                     |                   |
|              |                                     | items in use by Tags Program | Settings      |                     |                   |
| +            |                                     |                              |               | S                   | - <b></b>         |
| Add item     | Remove Item(s) Save Sort order Cop  | y to clipboard               | Update pr     | rices to 12 month   | Import item list  |
| Search items |                                     |                              |               | average             |                   |
|              |                                     |                              |               | Impost              | Deies and         |
| ltem code    | Item name                           | Item department              | Item category | Imprest<br>quantity | Price per<br>unit |
| 201116       | Bandage W.O.W. 15cm wide x 5m roll  |                              | DRESSINGS     | 0                   | 1                 |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     |                              |               |                     |                   |
|              |                                     | 1                            | 1             | 1                   |                   |

Items in this list will override the sell price of all outgoing stock in **all stores across the entire mSupply system, including those that are active on remote sites**. To set the price for the item, edit the "Price per unit" column.

Make sure you enter the Price per **unit** of the item, not the Price per **pack**. As an item can have many stock lines with differing pack sizes (e.g. blister pack of 10 vs 20), the system will adapt the sell price according to the stock line's *pack size* multiplied by the *Price per unit*.

When making a customer invoice we can see that all prices have been adapted when selecting our

item from earlier in this guide. The default price is 1 per unit, and the pack sizes have been multiplied by that to determine the sell price.

|     |          |            |               |           |        | Add it  | em         |          |          |            |            |     |  |
|-----|----------|------------|---------------|-----------|--------|---------|------------|----------|----------|------------|------------|-----|--|
|     | ltem Ban | dage W.C   | .W. 15cm wide | x 5m ro   | dl.    |         |            | 201116   |          |            |            |     |  |
|     | Line     | 1          |               |           |        |         | 201116     |          |          |            |            |     |  |
|     |          |            |               |           |        |         |            |          |          |            |            |     |  |
| 1   | Quan     | 0 of       | 3             | Total     |        | 0       |            |          |          |            |            |     |  |
|     | Pack     | 12 Ro      | ll Out        | er pack : | size   | 0       |            |          |          |            |            |     |  |
|     |          |            |               |           |        |         |            |          |          |            |            |     |  |
|     |          |            |               |           |        |         |            |          |          |            |            |     |  |
|     | Ad       | d Place h  | older         |           |        |         |            |          |          |            |            |     |  |
| Lin | e Issue  | Availa     | le Tot in st  | Pack      | Hold   | Batch   | Expdate    | Supplier | Location | Cost Price | Sell price | Sta |  |
|     | 1        | 0          | 3 15          |           | -      |         |            | LUPIN    | A1       | 3.00       | 12.00      |     |  |
|     | 2        |            | 90 95         |           |        |         |            | camosp   | A1       | 36.96      | 12.00      |     |  |
|     | 3        | 0 12       |               |           | $\cup$ |         |            | invad    | A1       | 190.00     | 72.00      |     |  |
|     | 4        | 0 3        | 34 346        | 12        |        | D456486 | 30/04/2021 | invad    | A1       | 0.49       | 12.00      |     |  |
|     |          |            |               |           |        |         |            |          |          |            |            |     |  |
|     | 1        | 1          |               | 1         |        |         |            | 1 1      |          |            | 1          |     |  |
|     | To       | tal quanti | ty issued     | 0         |        |         |            |          |          |            |            |     |  |
|     | Tota     | quantity   | available     | 91524     |        |         |            |          |          |            |            |     |  |
|     |          |            |               |           |        |         |            | -        |          |            |            |     |  |
|     |          |            |               |           |        |         |            | Can      | cel      | OK         | OK 8       | Nex |  |
|     |          |            |               |           |        |         |            |          |          |            |            |     |  |
|     |          |            |               |           |        |         |            |          |          |            |            |     |  |

Any item not in the Default Price List will use the sell price of the stock being used.

The Default Price List applies to prescriptions as well, but note that the similar Patient List setting for setting a global price for patients will override the Default Price List value if an item is in both lists.

### **Patient Price List**

The Patient Price List setting is very similar to the Default Price List setting, **but only applies to prescriptions**. This is useful if not interested in changing prices for stock being distributed to other sellers/stores/pharmacies, but do want to set a standardised price for patients to level out cost fluctuations of stock.

To make a Master List a Patient Price List, check the setting "This master list is a patient list".

| Deccriptic  | n Patient Price List                          |                            |               | Created day              | to: 18/00/2024   |  |  |  |  |
|-------------|---|----------------------------|---------------|--------------------------|------------------|--|--|--|--|
| No          |   |                            |               | Created date: 18/09/2024 |                  |  |  |  |  |
| NO          |   | Created by: Admin          |               |                          |                  |  |  |  |  |
| Discount    | er 0  |                            |               |                          |                  |  |  |  |  |
| Discount    | Automatically add new items to this master li | ct                         |               |                          |                  |  |  |  |  |
|             | This master list is a patient list            | 31                         |               |                          |                  |  |  |  |  |
|             | Is default price list                         |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
| _           | Items   | In use by   Tags   Program | Settings      |                          |                  |  |  |  |  |
|             | - S 🔊   |                            |               | 5                        | -                |  |  |  |  |
| Add item    | Remove Item(s) Save Sort order Copy to cliph  | board                      | Update p      | rices to 12 month        | Import item list |  |  |  |  |
| earch items |   |                            |               | average                  |                  |  |  |  |  |
|             |   |                            | 1             | Imprest                  | Price per        |  |  |  |  |
| ltem code   | Item name                                     | ltem department            | Item category | quantity                 | unit             |  |  |  |  |
| 201116      | Bandage W.O.W. 15cm wide x 5m roll            |                            | DRESSINGS     | 0                        | 2                |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   |                            |               |                          |                  |  |  |  |  |
|             |   | 1                          |               |                          |                  |  |  |  |  |
| /1          |   | OK & Previous              | OK & Next     | Cancel                   | OK               |  |  |  |  |
|             |   | OK & Previous              | UK & Next     | Cancel                   | OK               |  |  |  |  |

If an item is in both the Patient Price List and the Default Price List, in a prescription the Patient Price List price will take priority over the default price list.

A Master list may be both a Patient Price List and Default Price List, but it is redundant [].

#### **Discount Lists**

Discount lists are a simple mechanism for setting a discount percentage rate for a set of items. They can be configured by simply adding a value to the Discount % field of a Master List.

| Descripti | on Discount list 50%  |                        |               | Created da                | ite: 18/09/2024   |  |  |  |
|-----------|---|------------------------|---------------|---------------------------|-------------------|--|--|--|
| N         | ote   |                        |               | Created by: Admin         |                   |  |  |  |
| Discoun   | t % 50<br>Automatically add new items to this master<br>This master list is a patient list<br>Is default price list | list                   |               |                           |                   |  |  |  |
|           | Items   | In use by Tags Program | Settings      |                           |                   |  |  |  |
| Add item  | Remove Item(s) Save Sort order Copy to clip   | bboard                 | Update p      | rices to 12 month average | Import item list  |  |  |  |
| ltem code | Item name   | Item department        | Item category | Imprest<br>quantity       | Price per<br>unit |  |  |  |
| 201116    | Bandage W.O.W. 15cm wide x 5m roll  |                        | DRESSINGS     | 0                         | 0                 |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
|           |   |                        |               |                           |                   |  |  |  |
| /1        |   | OK & Previous          | OK & Next     | Cancel                    | ОК                |  |  |  |

This will be applied when adding items to a Customer Invoice. Below we can see the the Default Sell Price (per unit) applied to our stock lines has had a 50% discount rate applied.

|      |            |             |             |          |        | Add it  | em         |                   |                |                    |                    |      |
|------|------------|-------------|-------------|----------|--------|---------|------------|-------------------|----------------|--------------------|--------------------|------|
| lte  | m Banda    | ge W.O.W    | . 15cm wide | x 5m ro  |        |         |            | ļ                 | 201116         |                    |                    |      |
|      |            |             |             |          |        |         | )          |                   | New ite        | m                  |                    |      |
|      |            | 1           |             | _        |        |         |            |                   |                |                    |                    |      |
| Qu   | an         | 0 of 3      |             | Total    |        | 0       |            |                   |                |                    |                    |      |
| Pa   | ck         | 12 Roll     | Oute        | r pack s | ize    | 0       |            |                   |                |                    |                    |      |
|      |            |             |             |          |        |         |            |                   |                |                    |                    |      |
|      |            |             |             |          |        |         |            |                   |                |                    |                    |      |
|      | Add F      | Place hold  | er          |          |        |         |            |                   |                |                    |                    |      |
|      | 1          | Austlahla   | Tot in st   | Pack     | II-I-I | Batch   | Eurodata.  | Currelian         | I a set i a s  | Cost Price         | Callerian          | 64-  |
| Line | Issue<br>0 |             |             | Pack 12  |        | Batch   | Expdate    | Supplier<br>LUPIN | Location<br>A1 | Cost Price<br>3.00 | Sell price<br>6.00 | Sta  |
| 2    | 0          |             |             | 12       |        |         |            | camosp            | A1             | 36.96              | 6.00               |      |
| 3    | 0          |             |             | 72       |        |         |            | invad             | A1             | 190.00             | 36.00              |      |
| 4    | 0          | 334         | 346         | 12       |        | D456486 | 30/04/2021 | invad             | A1             | 0.49               | 6.00               |      |
|      |            |             |             |          |        |         |            |                   |                |                    |                    |      |
|      |            |             |             |          |        |         |            |                   |                |                    |                    |      |
|      | Total      | quantity i  | iccued      | 0        |        |         |            |                   |                |                    |                    |      |
|      |            | uantity ava |             | 91524    |        |         |            |                   |                |                    |                    |      |
|      | i otai qi  | danny ave   | anabie      | 51524    |        |         |            |                   |                |                    |                    |      |
|      |            |             |             |          |        |         |            | Can               | cel            | OK                 | OK 8               | Next |
|      |            |             |             |          |        |         |            |                   |                |                    |                    |      |

Discount rates do not apply in Prescriptions. We may add settings for facilitating this in the future!

## **Item Margins**

The price you charge customers for your goods is, of course, very important. mSupply provides you with several different ways to set the selling price of your goods. Here they are:

- Each supplier has a margin field that determines how much to add on to the cost price when buying from that supplier
- Each item has a margin field that determines how much to add on to the cost price when buying that item
- There is a preference ( **File > Preferences > Invoices 1** ) which controls how these 2 margins relate:

Item margin overides supplier margin on supplier invoices

- If this preference is ticked then the item margin will be used instead of the supplier margin. If it is unchecked then the supplier margin will be used instead of the item margin.
- You can set custom margins for each customer group (File > Preferences > Invoices 2)
   Allow editing selling price on customer invoice lines
- You can fix the item price under the **General** tab in the **Item details** window.

| Default margin                          | 10   |
|---|------|
| Default sell price of prefered packsize | 0.00 |
| Price editable when issuing             |      |

- Note that setting an item price here will set the price of **new stock** as you receive. It will not affect the price of existing stock- you can change existing prices if you have permission to do so by viewing an item and going to the "Stock" tab.
- You can set item prices when setting up a data file by importing an item list. (see below)

## Per customer pricing

#### Updated: version 3.12

Alternatively, individual prices can be set for each customer. This can be done in the **Edit Customer/Supplier** window which you can find by:

- going to the Customer tab of the Navigator
- click on the Show Customers button
- find the customer you wish to customise prices for
- double click the customer line
- choose the Item Lists tab (see below)

| 00  |                           |                               | Ed             | dit custo | mer/supplier                             |              |       |  |  |
|---|---------------------------|-------------------------------|----------------|-----------|--|--------------|-------|--|--|
| General<br>nvoices<br>Backorders                            | Tsingbwege                |                               |                |           | Store: CMS Store + Default Order Days 0  |              |       |  |  |
| Quotes  | Favourite List(s)         |                               |                |           |  |              |       |  |  |
| Notes<br>Contacts<br>Group<br>Purchase orders<br>Web log-in | Add master Add local list | Copy from<br>master list      | Delete<br>list |           | Add Item Delete item(s) Save Sort Order  |              |       |  |  |
| em lists  | Favourite List            | Mas Impr S                    | to Web         |           | Item Name                                | Imprest quan | Price |  |  |
| tock history  | Health Centre Order List- |                               |                |           | ALBENDAZOLE 200MG TAB                    | 0            | 4.5   |  |  |
| tore  |                           |                               |                |           | AMOXYCILLIN 250MG TAB/CAP                | 0            | 2.25  |  |  |
| Photo   |                           |                               |                |           | ANTACID (MAG. TRISIL. CO.) TAB           | 0            | 3.5   |  |  |
|   |                           |                               |                |           | ARTEMETHER + LUMEFANTRINE 20/120MG 1     | 0            | 1.2   |  |  |
|   |                           |                               |                |           | ARTEMETHER + LUMEFANTRINE 20/120MG 2     | 0            | 2.4   |  |  |
|   |                           |                               |                |           | ARTEMETHER + LUMEFANTRINE 20/120MG 3     |              | 3.5   |  |  |
|   |                           |                               |                |           | ARTEMETHER + LUMEFANTRINE 20/120MG 4     |              | 4.5   |  |  |
|   |                           |                               |                |           | ASPIRIN 300MG TAB                        | 0            | 2     |  |  |
|   |                           |                               | -              |           | BISACODYL 5mg TABLET                     | 0            | 3.2   |  |  |
|   | Style                     | Output to<br>Printer<br>Excel | . 🍺<br>Generat |           | Ordering method<br>Imprest<br>Stock Take |              |       |  |  |
|   |                           |                               |                |           | OK & Next                                | Cancel       | ОК    |  |  |

To customise the pricing, add a list to the Favourite Lists column (either by clicking Add master

**list**, **Add local list** or **Copy from master list**) or edit an existing list by double-clicking on it. Check the **Price list** checkbox from the window that comes up and any other checkboxes that you require.

- You only need the Price list check box marked to customise prices
- Only one list per customer can be price customised

| ⊖ ○ ⊖ Add                     | local list   |
|-------------------------------|--|
| Description Health Co         | entre Order List   |
| Imprest Ordering list for web | <ul> <li>Customer Stock History</li> <li>Price list</li> </ul> |
|                               | Cancel OK  |

Make sure the list is selected and then go to the **Items** section of the window. Enter the corresponding prices that you would like to assign to each item for that customer by clicking on the item and then clicking on the price ("0" by default). You can also add items to the list by clicking **Add item** and entering the item name and the price in the window that appears. The customer will now be charged the prices set in the list instead of any other price set.

Previous: 4.12. Managing item access with Departments || Next: 4.14. Repacking items

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