

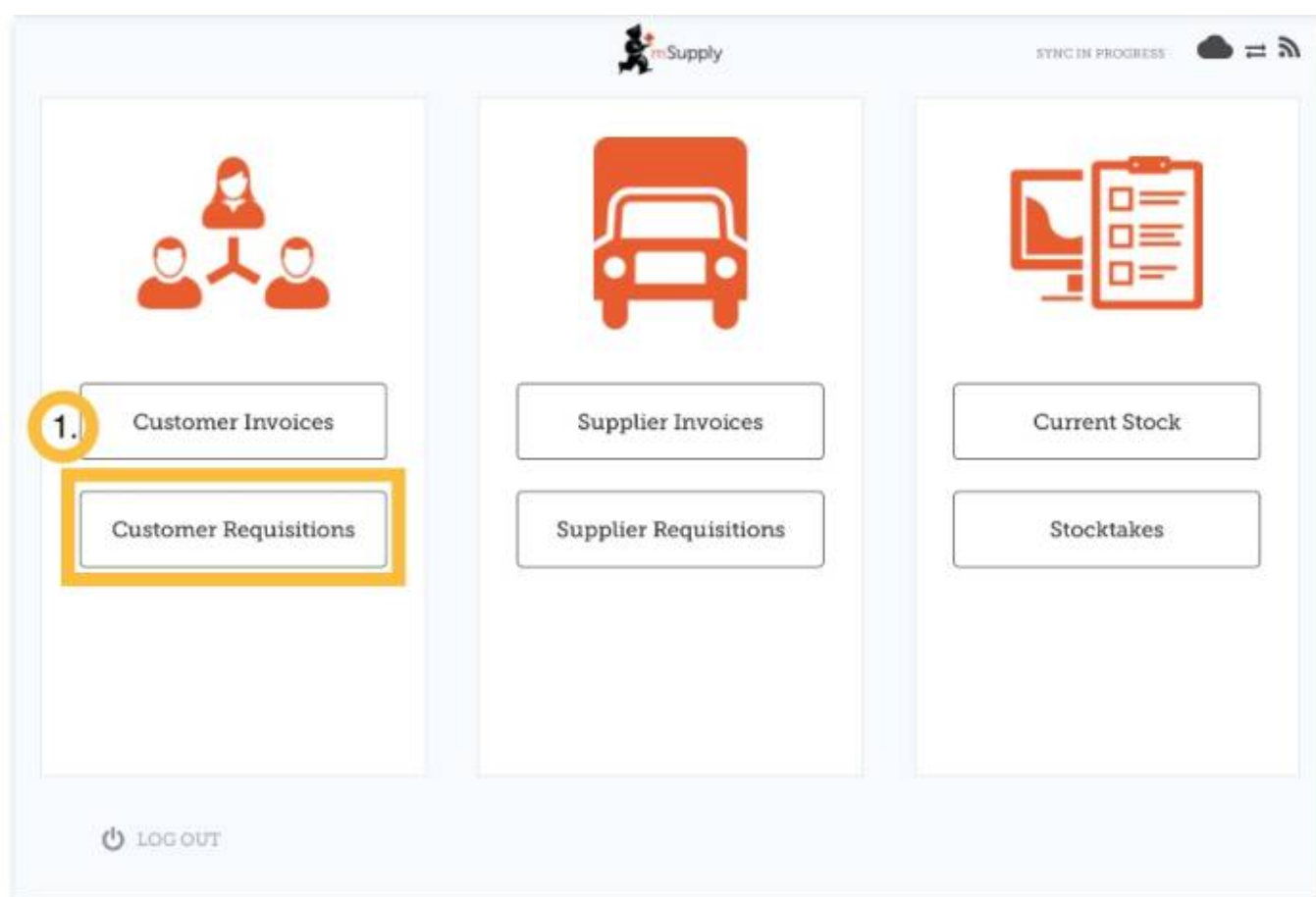


User Guide - mSupply Mobile

3. Customer Requisitions

When a customer orders stock from you, they create a **Supplier Requisition** in THEIR system. This will appear as a **Customer Requisition** in YOUR system.

1. Click on Customer Requisitions



2. Click on a Customer Requisition to open it

REQUISITION NUMBER	CUSTOMER	ENTERED DATE	ITEMS
23	Balibar PS	Fri Aug 18 2017	1
25	Balibar PS	Mon Aug 21 2017	1

3. Check the details

If necessary, change the quantities of items to be supplied.

Months Stock: 1

Entry Date: 18/8/2017

Customer: Balibar PS

Comment: From request requisition 39 (test1)

Dis Requested Quantities

Dis Requested Quantities

CODE

ITEM NAME

OUR STOCK

THEIR STOCK

MONTHLY USE

SUGGESTED QUANTITY

REQUESTED QUANTITY

SUPPLY THIS INVOICE

03_0200

Albendazole scored 400mg tabs

136

0

1

1

1

1

06_1058

Benzoic & Salicylic Acid Ointment Whit...

8

0

2

3

2

2

03_2297

Clotrimazole Vaginal Pessary 500mg

0

0

29

30

30

0

13_0300

FP - Microgynon/COC 0.03mg/0.15mg S...

0

0

68

68

68

0

4. Once you are satisfied with the details...

Click the **Finalise** button on the top right.



mSupply will then generate a **Customer Invoice** in your system, which will be sent to the customer as a **Supplier Invoice**.

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