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

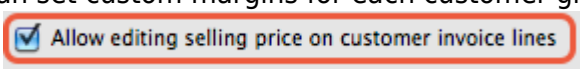
Customisations for certain clients (give us details of your situation, and we may be able to extend the functionality to your needs). Ask about:

- 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

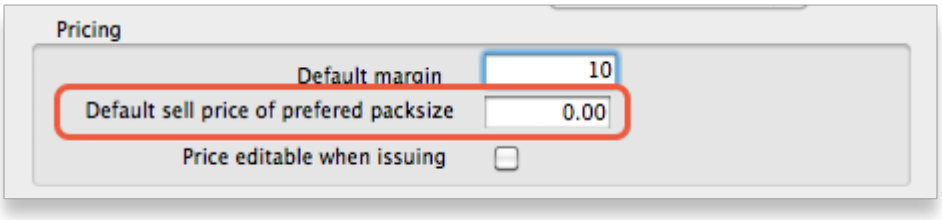
Item Margins

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:
  - 

  - 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**)
  - 

- You can fix the item price under the **General** tab in the **Item details** window.



- 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.

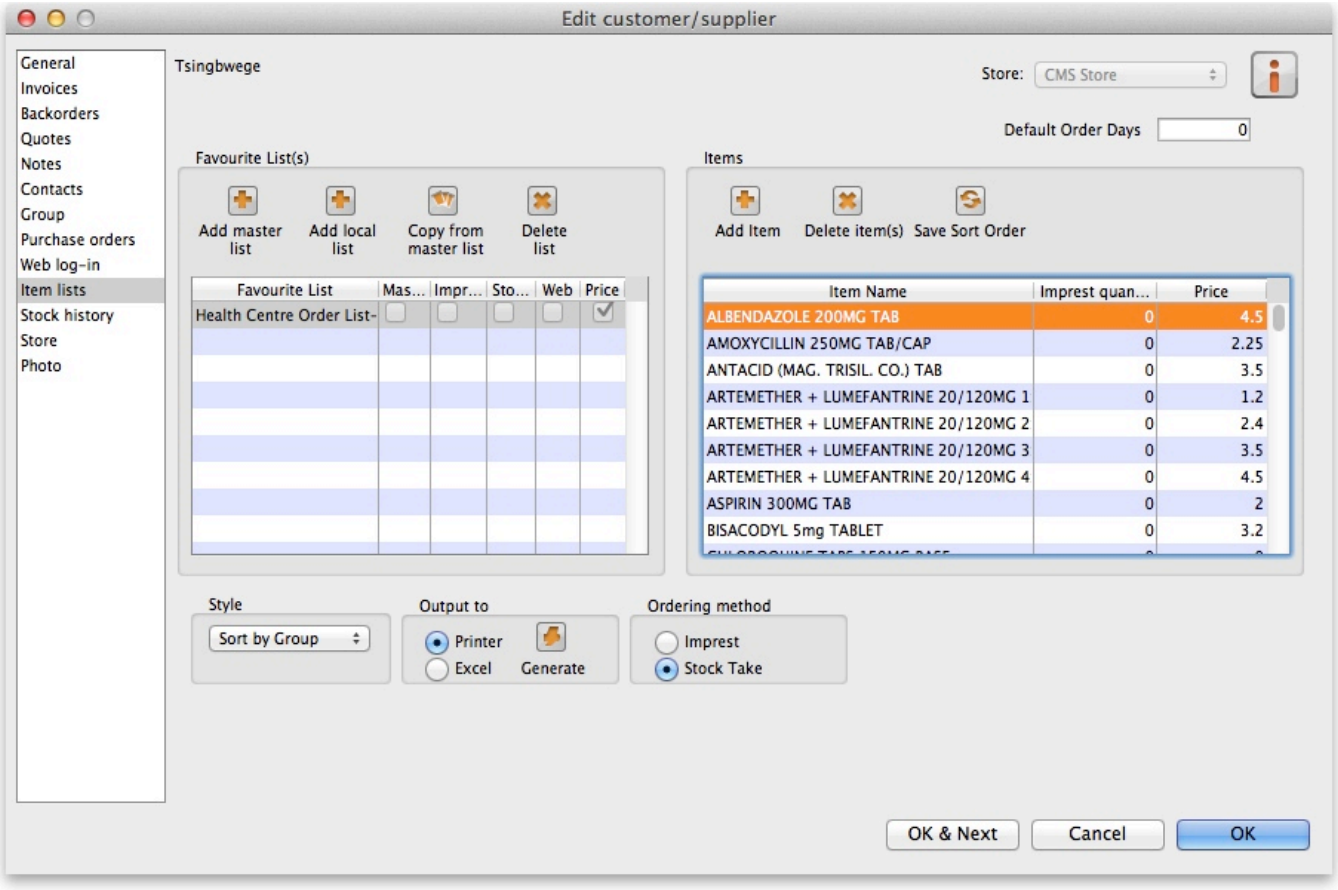
- You can set item prices when setting up a data file by importing an item list. (see below)

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:

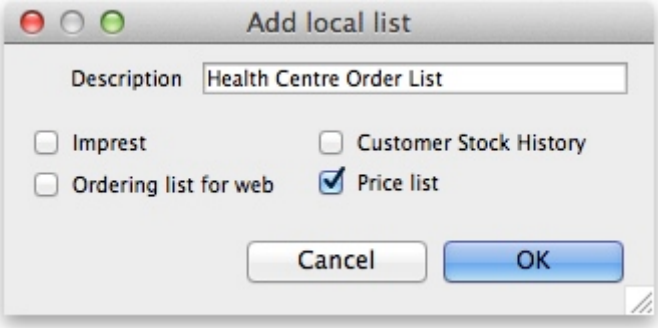
- going to the **Customer** tab of the Navigator
- click on the **Show Customers** button
- find the customer you wish to customise prices for
- double click the customer line
- choose the **Item Lists** tab (see below)



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



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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Last update: **2024/09/16 04:01**