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POWER OF SIMPLICITY

**PURCHASE PROCESS**

**GOODS & SERVICES**

By  
*Sanjay Satapathy*

**Purchase TallyPrime-4.0**






**Guide to Purchase Solutions :**

In this Book, we will focus on how TallyPrime Release 4.1 provides businesses with a comprehensive solution for managing the purchase process.

- Local & Interstate**  
learn anytime and anywhere
- Taxable, Exempted, Capital**  
learn anytime and anywhere
- Purchase Order**  
learn anytime and anywhere
- RCM & Additional Cost**  
learn anytime and anywhere

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## INTRODUCTION

TallyPrime 4.1 introduces new features and enhancements to streamline various processes. In this page, we will focus on the purchase process in TallyPrime Release 4.1, providing you with a comprehensive guide on how to effectively purchase items and goods using this software.

Before we dive into the details, let's briefly understand the purchase process in TallyPrime. The purchase process in TallyPrime assists you with options to include a credit limit from each supplier or even a predefined period to clear the dues. Similarly, in some scenarios for your purchase, you may need to record purchase returns, and receive cash or use debit notes. Based on the type or volume of business that you run, you can use a purchase order, receipt note, and so on. You can manage all such processes, and more, using TallyPrime with the flexibility of skipping any of the steps in between and interchanging the sequence of entries. TallyPrime simplifies these tasks, allowing you to efficiently handle your procurement activities.

With TallyPrime Release 4.1, the purchase process has become even more streamlined and user-friendly. The software offers enhanced features, such as improved data entry, faster navigation, and advanced reporting options, making it easier for businesses to manage their procurement activities.

Below is the detailed information on how to manage your purchases in TallyPrime-4.1:

- Local and Inter-state Purchase of Items or Goods or Services
- Purchase of Capital Goods, Nil Rate, Free or Exempted Goods
- Purchase Voucher with some Additional Charges or Discount and also with Trade Discount
- Purchase of Goods & Services under Reverse Charge Mechanism (RCM)
- Purchase Order Processing
- Purchase Return / Debit Note Voucher
- Record Purchase of Services as Expenses
- Additional Cost of Purchase on Stock Items
- Credit Note for Increase in Purchase Value
- Eligible for Input Tax Credit Section inside GSTR-3B Return View Report

In conclusion, TallyPrime Release 4.1 provides businesses with a comprehensive solution for managing the purchase process. From creating purchase orders to recording invoices, managing inventory, and making payments, TallyPrime simplifies every step, saving you time and effort. If you haven't upgraded to TallyPrime Rel.4.1 yet, we highly recommend doing so to take advantage of its powerful features and improve your purchasing efficiency.

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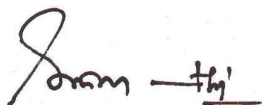
### Forward

This book is self-supporting and are written in easy to follow language and have been blended with large number of examples. The material is provided in a pleasing-to-eye format so as to retain and enhance the interest of the learners. We are sure the learners would find these texts by useful.

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Purchase of Goods and Services in TallyPrime 4.1

All are requested to attempt all Practical Assignment given after every Chapter with the help of your own TallyPrime Software, otherwise you will not able to display your Reports and Statements. After going through all the Chapters, you can maintain 100% independently of your Books of Accounts with Inventory with the help of your own TallyPrime Software.

**Practice on your own TallyPrime Software**

To get you own version of the original legal version of TallyPrime software to learn and practice at your convenience , please download the Education Version of the software (Free) from ...

<https://tallysolutions.com/download>



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# CONTENTS

## Purchase of Goods & Services in TallyPrime 4.1

|                                                                                             |           |
|---------------------------------------------------------------------------------------------|-----------|
| <b>1. Purchase Process in TallyPrime 4.1</b> .....                                          | <b>8</b>  |
| Record Purchase Bill.....                                                                   | 9         |
| (i) Cash Purchase, .....                                                                    | 9         |
| (ii) Bank Purchase (Cheque or Credit/Debit Card, UPI, Net Banking) .....                    | 9         |
| (iii) Credit Purchase.....                                                                  | 10        |
| Record additional charges, discounts, and free items.....                                   | 10        |
| Reports on Purchase of Goods and Services.....                                              | 10        |
| Purchase Voucher (F9) .....                                                                 | 10        |
| Change Voucher Mode.....                                                                    | 10        |
| <b>2. Local Purchase (within State) of Goods / Items in TallyPrime 4.1</b> .....            |           |
| 2.1. Creation of Stock Items .....                                                          | 13        |
| 2.2. Apply GST Rate and HSN/SAC Details in Stock Item .....                                 | 14        |
| 2.3. Setting MRP details in Stock Items.....                                                | 16        |
| <i>Practical Assignment ( Creation of Stock Items)</i>                                      |           |
| <i>Practical Assignment ( Local Purchase-Within State)</i>                                  |           |
| <b>3. Local (within State) Purchase of Services in TallyPrime 4.1</b> .....                 | <b>22</b> |
| 3.1. Creating Service Ledger with GST Compliance .....                                      | 23        |
| <b>4. Interstate (Outside State) Purchase of Goods &amp; Items</b> .....                    | <b>25</b> |
| <i>Practical Assignment ( Outside Purchase of Stock Items-Outside State)</i>                |           |
| <b>5. Interstate (Outside State) Purchase of Services</b> .....                             | <b>27</b> |
| <b>6. Purchase Voucher with some Additional Charges/ Discount etc</b> .....                 | <b>29</b> |
| >> Creation of Additional Charges Ledger included before GST in Purchase Bill.....          | 29        |
| >> Creation of Additional Charges Ledger included after GST in Purchase Bill.....           | 30        |
| >> Purchase Bill Voucher with Additional Charges / Discount both before and after GST ..... | 32        |

**Practical Assignment** ( *Purchase of Items & Goods with Additional Charges/ Discount etc. both Local and Outside State*)

|                                                                                                          |           |
|----------------------------------------------------------------------------------------------------------|-----------|
| <b>7. Purchase of Items with Trade Discount.....</b>                                                     | <b>38</b> |
| >> Enter the discount percentage against each item – without using the ledger account.....               | 38        |
| >> Enter Discount percentage and amount on item rates – using the ledger account.....                    | 40        |
| <b>8. Purchase of Free Items in TallyPrime 4.1.....</b>                                                  | <b>42</b> |
| >> Account for free items using Actual and Billed quantities .....                                       | 43        |
| >> Account for free items using zero-valued transaction .....                                            | 44        |
| <b>9. Purchase of ‘Nil-Rated’, ‘Exempted’, Items &amp; Goods using TallyPrime 4.146</b>                  |           |
| <b>Practical Assignment</b> ( <i>Purchase of -Nil Rated &amp; Exempted Goods</i> )                       |           |
| <b>10. Record Expenses with GST in Purchase Voucher .....</b>                                            | <b>48</b> |
| (A) Create an Expenses Ledger .....                                                                      | 48        |
| <b>Practical Assignment</b> ( <i>Expenses Ledger Creation with GST Compliance</i> )                      |           |
| (B) Record an Expense in a Purchase voucher .....                                                        | 50        |
| <b>Practical Assignment</b> ( <i>EXPENSES in PURCHASE VOUCHER [F9] – Accounting Invoice ( Ctrl+H)</i> )  |           |
| <b>11. Purchase of Fixed Assets (Capital Goods) in TallyPrime 4.1 .....</b>                              | <b>53</b> |
| <b>Practical Assignment</b> ( <i>Ledger Creation of Fixed Assets</i> )                                   |           |
| Record Purchase of Fixed Assets (Capital Goods).....                                                     | 55        |
| <b>Practical Assignment</b> ( <i>Capital Goods Purchase Voucher [F9] – Accounting Invoice ( Alt+H)</i> ) |           |
| <b>12. Purchase of Goods &amp; Services under Reverse Charge Mechanism (RCM) 57</b>                      |           |
| 12.1. Set Up Goods / Services Under Reverse Charge Mechanism (RCM) .....                                 | 58        |
| 12.1.1. Configure Stock Item for RCM.....                                                                | 58        |
| 12.1.2. Configure Service Ledger for RCM .....                                                           | 59        |
| 12.1.3. Record inward supply of Goods under Reverse Charge Mechanism-RCM.....                            | 60        |
| 12.1.4. Record inward supply of Services under Reverse Charge Mechanism-RCM .....                        | 62        |
| <b>13. Purchase Order Processing in TallyPrime 4.1 .....</b>                                             | <b>64</b> |
| 13.1. Purchase Order (Ctrl+F9) Processing in TallyPrime 4.1 .....                                        | 64        |
| 13.1.1. Receipt Note Voucher (GRN) (Alt+F9) against Purchase Order.....                                  | 65        |

Purchase of Goods and Services in TallyPrime 4.1

|                                                                                                             |           |
|-------------------------------------------------------------------------------------------------------------|-----------|
| 13.1.2. Purchase Voucher (F9) against Receipt Note Voucher (GRN).....                                       | 69        |
| 13.1.3. Purchase Order Outstanding.....                                                                     | 70        |
| <b>14. Purchase Return / Debit Note Voucher (Alt+F5) under GST in TallyPrime 4.1</b>                        | <b>74</b> |
| Record Purchase Returns.....                                                                                | 74        |
| <i>Practical Assignment ( Debit Note / Purchase Return)</i>                                                 |           |
| <b>15. Change in the Assessable (Taxable) Value of Purchase Under GST in TallyPrime 4.1</b>                 | <b>77</b> |
| <b>16. GST Invoice Support for ‘Material in Voucher’ in TallyPrime 4.1.....</b>                             | <b>81</b> |
| <b>17. Record Purchase of Services as Expenses in TallyPrime 4.1.....</b>                                   | <b>84</b> |
| <b>18. Additional Cost of Purchase on Stock Items in TallyPrime 4.1.....</b>                                | <b>85</b> |
| 18.1. Item Invoice Mode.....                                                                                | 85        |
| A. Configure Additional Cost ledger.....                                                                    | 85        |
| B. Create a Purchase Voucher with an Additional Cost of Purchase on Stock Item in Invoice Mode              | 87        |
| 18.2. Voucher Mode .....                                                                                    | 89        |
| 18.2.1. Configure Purchase Voucher Type to Track Additional Cost for Voucher Mode.....                      | 89        |
| 18.2.2. Create a Purchase voucher with an additional cost of purchase on Stock Items in Voucher Mode        | 90        |
| <b>19. Credit Note for Increase in Purchase Value .....</b>                                                 | <b>92</b> |
| Record a Credit Note to increase the Purchase Value .....                                                   | 92        |
| <b>20. ‘Eligible for Input Tax Credit’ Section inside GSTR-3B Return View Report in TallyPrime 4.1.....</b> | <b>94</b> |
| A. Input Tax Credit Available (either in part or in full).....                                              | 95        |
| B. Input Tax Credit Reversed.....                                                                           | 96        |
| C. Net Input Tax Credit Available (A) – (B).....                                                            | 96        |
| D. Other Details.....                                                                                       | 97        |
| 1. ITC reclaimed which was reversed under Table 4(B)(2) in earlier tax period .....                         | 97        |
| 2. Ineligible ITC under section 16(4) and ITC restricted due to PoS Rules.....                              | 97        |

# Purchase of Goods & Services

## in TallyPrime 4.1

### 1. Purchase Process in TallyPrime 4.1

TallyPrime 3 is an advanced accounting software that offers a wide range of features to streamline your business operations. One of the key functionalities of TallyPrime 3 is the ability to handle the purchase of goods and services efficiently.

With TallyPrime 3, you can easily record and track your purchases, manage your suppliers, and generate accurate reports for better decision-making. In this page, we will walk you through the process of purchasing goods and services in TallyPrime 3.

For each purchase transaction, you will need to keep a record of the items you bought, payments made, goods returned, and so on. TallyPrime provides you the facility to perform all such actions and much more, effortlessly. Moreover, you can view reports at any time to know about all the purchases made in your business and compare them against the sales performance.

TallyPrime 4.1 is a powerful accounting software that simplifies the process of managing purchases of Goods and Services for businesses in following Steps.

#### **Step 1: Creating a Purchase Voucher**

The first step in the purchase process is to create a purchase voucher. To do this, go to the 'Gateway of Tally' and select 'Accounting Vouchers' from the menu. Then, choose 'F9: Purchase' to create a new purchase voucher.

#### **Step 2: Entering Supplier Details**

Once you have created the purchase voucher, you need to enter the details of the supplier. This includes the supplier's name, address, and contact information. You can also specify the supplier's GSTIN if applicable.

#### **Step 3: Selecting the Purchase Ledger**

After entering the supplier details, you need to select the purchase ledger. The purchase ledger is a predefined account in TallyPrime 4.1 that is used to record all purchase transactions. Choose the appropriate purchase ledger based on the type of goods or services being purchased.

#### **Step 4: Entering Item Details**

Next, you need to enter the details of the items being purchased. This includes the item name, quantity, rate, and tax details. TallyPrime 4.1 allows you to easily select items from a predefined list or create new items on the fly.



## Step 5: Recording Additional Expenses

If there are any additional expenses associated with the purchase, such as freight charges or customs duty, you can record them in the purchase voucher. TallyPrime 4.1 provides a dedicated section for entering these expenses.

## Step 6: Calculating Taxes

After entering all the item details and additional expenses, TallyPrime 4.1 automatically calculates the taxes applicable on the purchase. The software considers the tax rates and rules set up in the system to calculate the taxes accurately.

## Step 7: Finalizing and Saving the Voucher

Once you have entered all the necessary details, you can finalize the purchase voucher by reviewing the information and making any necessary adjustments. After ensuring the accuracy of the voucher, save it in TallyPrime 4.1.

## Step 8: Printing or Emailing the Purchase Invoice

Finally, you can print or email the purchase invoice to the supplier. TallyPrime 4.1 allows you to customize the invoice format and send it directly from the software.

By following these steps, businesses can efficiently manage their purchase process in TallyPrime 4.1. The software automates many of the manual tasks involved in purchasing goods and services, saving time and reducing errors.

## Record Purchase Bill :

Purchases are recorded under 3 categories...

### (i) Cash Purchase, :

Record a cash bill or invoice when you make an instant payment to the supplier, using cash.

For Registered Purchase Assign **Cash Ledger** as **Regular** with **GST No.** and provide Tax Ledger in Purchase Voucher and for Consumer Purchase assign **Cash Ledger** as **Consumer**.

### (ii) Bank Purchase (Cheque or Credit/Debit Card, UPI, NetBanking) :

Record a cash bill or invoice when you make an instant payment to the supplier, using any mode related to Bank like a cheque or credit/debit card or UPI or Net Banking Transfer.

For Registered Purchase Assign **Bank Ledger** as **Regular** with **GST No.** and provide Tax Ledger in Purchase Voucher and for Consumer Purchase assign **Bank Ledger** as **Consumer** and don't provide Tax in Purchase Voucher.

### (iii) Credit Purchase :

If it is a purchase on credit, record a credit purchase by using the supplier ledger.

There are also situations when you want your supplier to deliver goods to a specific location that is different from your billing address.

Similarly, you can record the transaction in various voucher modes as required like Item Invoice or Accounting Invoice, and so on.

TallyPrime handles all your requirement to record the purchase of goods and services with party details, dispatch details, and more.

## Record additional charges, discounts, and free items:

Your purchase transaction may include additional expenses, such as transportation charges, insurance, and taxes. If your supplier has given discounts on your purchases, you will need to record the discounts in your invoices as well. Similarly, if you have received free items or samples from your supplier, all of these can be recorded and tracked in TallyPrime.

## Reports on Purchase of Goods and Services :

In TallyPrime, you can track all your purchase of goods and services using different reports, such as Purchase Register, Day Book, and so on.

You can view your purchases across different periods, filter the data for specific details, configure the reports to view more purchase-related details, and more.

## Purchase Voucher (F9)

Whether you make a purchase on cash or credit, the procedure in TallyPrime remains similar. The only difference is that you will select cash or bank for cash purchases and the supplier ledger for credit purchases.

When a company buys goods on credit or cash, **Purchase voucher** is used to record all the Purchase transactions of the company.

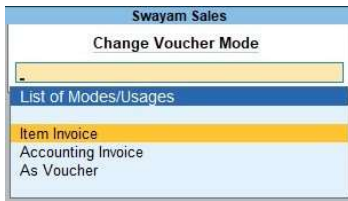
Once you activate GST in your company, you can record the purchase of goods and services (inward supply) that attract GST using a purchase voucher.

- Go to **Gateway of Tally > Vouchers > Press F9 (Purchase)**  
Alternatively, Press **Alt+G (Go To) > Create Voucher > Press F9 (Purchase)**

## Change Voucher Mode :

You can record purchases of items using the Item Invoice mode and record purchases without items using the Accounting Invoice mode. TallyPrime also provides the flexibility to use these invoice modes interchangeably for recording purchases. You can also print the invoices with the necessary details, if needed.

Press **Ctrl+H** (Change Mode) to select the required voucher mode (**Item Invoice / Accounting Invoice/ As Voucher**).



## Account Invoice/As Voucher:

You will be directly selecting/debiting the Ledger account in case you are passing an Account Invoice. This is useful especially when a Service Bill is entered and does not include Inventory.

## Item Invoice:

You will be first selecting the Inventory and then allocating the same to the relevant Ledger account. This is useful to record all the Inventory movements in books of account.

# 2. Local Purchase (within State) of Goods /Items in TallyPrime 4.1

In your business, you can get supplies from a local party or a party from a different state. A GST purchase is identified as a local or interstate according to the location at which the goods or services are going to be consumed.

The purchase of goods or services from a supplier in the same state attracts central tax (CGST) and state tax (SGST).

You can also view the Tax Analysis while passing vouchers for purchases under GST to have a detailed understanding of the taxation inferred in the voucher.

### *To record a Local Purchase of Goods Transaction:*

You can record a local purchase of goods in TallyPrime, using a Purchase voucher in Item Invoice mode.

1. Open the purchase voucher screen.
  - a. **Gateway of Tally > Vouchers > press F9** (Purchase).  
Alternatively, press **Alt+G** (Go To) > **Create Voucher > press F9** (Purchase).
  - b. Press **Ctrl+H** (Change Mode) to select the required voucher mode (**Item Invoice**, in this case).

**Supplier invoice no.:** Displays the sales invoice no. of the supplying party.

**Date:** Displays the date on which the sales invoice was passed by the supplier.

2. In **Party A/c name**, select the supplier's ledger or the cash ledger having Local State with GST No. Also, Enter Dispatch Details and Order Details, as needed.

## Purchase of Goods and Services in TallyPrime 4.1

- a. **Place of Supply:** Select the location where the goods are supplied.

This is pre-filled with the State entered for your company. For local purchases, ensure that the Place of Supply is same as the state of the supplier, under Party Details.

You can also enter Receipt Details and Order Details if required. If you do not see these options, enable them from F12 (Configure).

| Party Details         |                   |                     |                                      |
|-----------------------|-------------------|---------------------|--------------------------------------|
| Supplier (Bill from)  | : ACER India Ltd  | Consignee (Ship to) | : <b>SWAYAM SALES &amp; SERVICES</b> |
| Mailing Name          | : ACER India Ltd  | Mailing Name        | : <b>SWAYAM SALES &amp; SERVICES</b> |
| Address               | :                 | Address             | : BALASORE-756001<br>ODISHA          |
| State                 | : Odisha          | State               | : <b>Odisha</b>                      |
| Country               | : India           | Country             | : <b>India</b>                       |
| Pincode               | : 756001          | Pincode             | :                                    |
| GST Registration type | : Regular         | GSTIN/UIN           | : <b>21AGHPB2764P1ZD</b>             |
| GSTIN/UIN             | : 21AAACC1206D2ZR |                     |                                      |
| Place of Supply       | : Odisha          |                     |                                      |

3. In **Purchase ledger**, select the common purchase ledger.

Ensure that **GST applicability** is set to **Applicable**.

4. Enter stock item details.

- a. **Name of Stock Item:** Select the stock item.

For GST to be calculated in the voucher, ensure that the stock item is configured with the correct GST Rate.

- b. Specify **Quantity** and **Rate**.

5. Select the central (CGST) and state (SGST) tax ledgers for Local Purchase which will be auto calculated on the basis of GST Rate given in Item-wise.

**Accounting Voucher Creation** - Swayam Sales

**Purchase** No: 7  
Supplier Invoice No.: 7 Date: 1-Apr-23  
Date: 1-Apr-2022 Wednesday

Party A/c name: **ACER India Ltd** (Local Party with State and GST No.)  
Current balance: 3,01,570.00 Cr  
Purchase ledger: **Purchase - GST/IGST**  
Current balance: 15,48,772.50 Dr

| Name of Item         | Quantity | Rate      | per  | Disc % | Amount           |
|----------------------|----------|-----------|------|--------|------------------|
| Desktop HCL Infinity | 5 Nos.   | 30,000.00 | Nos. |        | 1,50,000.00      |
| Desktop Lenovo K200  | 2 Nos.   | 45,000.00 | Nos. |        | 90,000.00        |
|                      |          |           |      |        | 2,40,000.00      |
| <b>CGST</b>          |          |           |      |        | <b>21,600.00</b> |
| <b>SGST</b>          |          |           |      |        | <b>21,600.00</b> |

Provide GST/e-Way Bill details: No

Narration: 7 Nos. **2,83,200.00**

6. As always, press **Ctrl+A** to save the voucher.

You can see the transaction under **Eligible for Input Tax Credit** of **GSTR-3B**.

## 2.1. Creation of Stock Items

Stock items are goods that you manufacture or trade (sell and purchase). It is the primary inventory entity. Stock Items in the Inventory transactions are similar to ledgers being used in accounting transactions.

1. **Gateway of Tally > Create > type or select Stock Item >** and press **Enter**.

Alternatively, press **Alt+G** (Go To) > **Create Master > type or select Stock Item >** and press **Enter**.

The screenshot displays the 'Stock Item Creation' window in TallyPrime. At the top, there are navigation options: 'MANAGE', 'K: Company', 'Y: Data', 'Z: Exchange', 'G: Go To', and 'O: Import'. The window title is 'Stock Item Creation' and the company name is 'EDU'. The 'Name' field is highlighted in yellow. Below the name field, there are two columns: 'Under' and 'Units'. 'Under' is set to 'Primary' and 'Units' is set to 'Not Applicable'. To the right, there are several sections: 'Statutory Details' with 'GST applicability' set to 'Applicable'; 'HSN/SAC & Related Details' with 'HSN/SAC Details' set to 'As per Company/Stock Group', 'Source of details' set to 'Not Available', and 'Description' empty; 'GST Rate & Related Details' with 'GST Rate Details' set to 'As per Company/Stock Group', 'Source of details' set to 'Not Available', 'Taxability Type' empty, 'GST Rate' set to '0 %', and 'Type of Supply' set to 'Goods'. At the bottom, there is a table with columns 'Quantity', 'Rate per', and 'Value'. The 'Opening Balance' field is located at the bottom left of the table.

2. **Name & alias:** As in other masters, you can specify multiple aliases for the stock item.

3. **Under:** Select **Primary** or an existing Stock Group. If you have not created any Stock Group, you can create one in TallyPrime to assign to the stock item.

As always, press **Alt+C**, to create a master on the fly. Alternatively, press **Alt+G** (Go To) > **Create Master > type or select Stock Items >** press **Enter**.

4. **Units:** Select the unit of measurement applicable for the stock item. If the unit is not listed, you can create the unit of measurement in TallyPrime to assign to the stock item.

As always, press **Alt+C**, to create a master on the fly. Alternatively, press **Alt+G** (Go To) > **Create Master > type or select Units >** press **Enter**.

5. **Statutory Details:** Set the applicable Taxability option for the stock item under Statutory details, The option will depend on the option enabled in the **F11** (Features) screen.

6. **Opening Balance:** Specify the opening balance for the Stock Item as on the date of Beginning of Books.

**Quantity:** Specify the stock item Quantity.

**Rate:** Specify the stock item Rate.

**Value:** TallyPrime automatically calculates the value by multiplying the Quantity and Rate. You can also edit the value, TallyPrime automatically refreshes the Rate field accordingly.

7. Accept the screen. As always, press **Ctrl+A** to save.

## 2.2. Apply GST Rate and HSN/SAC Details in Stock Item

If your business deals with many unique stock items that have their own tax rates and HSN/SAC details, then you can directly update the details in the stock item master. After that, you only have to select the required stock items while recording transactions. The corresponding tax rates and HSN/SAC details will be picked up easily.

1. **Gateway of Tally > Create/Alter > Stock Item** (under **Inventory Master**).

Alternatively, press **Alt+G** (Go To) > **Create/Alter Master > Stock Item**.

2. Select the stock item from the List of Stock Items, or create a new one, as needed.

3. Fill in the relevant details for HSN/SAC and GST.

a. **HSN/SAC & Related Details:** You have three options to choose from.

i. **Specify Details Here:** Once you select this option, you will be able to enter the relevant details right here in Stock Item Creation/Alteration.

ii. **Use GST Classification:** This option allows you to select a previously created GST Classification, or create one on the spot. The details will be applied accordingly.

iii. **Specify in Voucher:** If you are not aware of the details at the moment, and if you want to add the details directly in the transaction, then you can select this option.

b. **GST Rate & Related Details:** Like in the previous field (**HSN/SAC Details**), you have the same three options to choose from.

Select **Specify Details Here** and enter the relevant information.

*Purchase of Goods and Services in TallyPrime 4.1*

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Statutory Details</b>              |                        |
| GST applicability                     | : ♦ <b>Applicable</b>  |
| <b>HSN/SAC &amp; Related Details</b>  |                        |
| HSN/SAC Details                       | : Specify Details Here |
| HSN/SAC                               | : ABC12345             |
| Description                           | :                      |
| <b>GST Rate &amp; Related Details</b> |                        |
| GST Rate Details                      | : Specify Details Here |
| Taxability Type                       | : <b>Taxable</b>       |
| GST Rate                              | : 18 %                 |
| Type of Supply                        | : Goods                |
| Rate of Duty (eg 5)                   | :                      |

- Taxability Types**
- Exempt
  - Nil Rated
  - Non-GST
  - Taxable**

Select **Taxable** for goods and services that are classified as taxable type of supply under GST. Select **Exempt** , if the type of supply is exempted from tax under GST, or select **Nil Rated** , if the tax rate applicable to the type of supply is 0% under GST.

4. Press **Ctrl+A** to save the details.
5. Specify the details of **Opening Balance** , if any, for the Stock Item as on the date of Beginning of Books.
  - In the **Quantity** Field, specify the stock item Quantity.
  - In the **Rate** field, specify the stock item Rate.
  - In the **Value** field, TallyPrime automatically calculates the value by multiplying the Quantity and Rate. You can also edit the value, TallyPrime automatically refreshes the Rate field accordingly.

The **Stock Item Creation** screen appears as shown:

|                                         |                                                               |
|-----------------------------------------|---------------------------------------------------------------|
| TallyPrime <b>MANAGE</b>                |                                                               |
| <b>EDU</b>                              | K: Company    Y: Data    Z: Exchange    G: Go To    O: Import |
| <b>Stock Item Creation</b> SWAYAM SALES |                                                               |
| Name                                    | : Desktop Lenovo K200                                         |
| (alias)                                 | :                                                             |
| Under                                   | : Desktop (Branded)                                           |
| Units                                   | : Nos.                                                        |
| <b>Statutory Details</b>                |                                                               |
| GST applicability                       | : ♦ <b>Applicable</b>                                         |
| <b>HSN/SAC &amp; Related Details</b>    |                                                               |
| HSN/SAC Details                         | : Specify Details Here                                        |
| HSN/SAC                                 | : ABC12345                                                    |
| Description                             | :                                                             |
| <b>GST Rate &amp; Related Details</b>   |                                                               |
| GST Rate Details                        | : Specify Details Here                                        |
| Taxability Type                         | : <b>Taxable</b>                                              |
| GST Rate                                | : 18 %                                                        |
| Type of Supply                          | : Goods                                                       |
| Rate of Duty (eg 5)                     | : 0                                                           |
| Opening Balance                         | : <b>Quantity</b> <b>Rate per</b> <b>Value</b>                |
|                                         | :    1 Nos.    47,600.00 Nos.    47,600.00                    |
| Accept ?                                |                                                               |
| Yes or No                               |                                                               |

## 2.3. Setting MRP details in Stock Items

To capture the MRP of stock items in the invoice, you have to enter the MRP details in the stock item master.

1. Click **F12: Configure** in the **Stock Item Alteration / Creation** screen.

Soft Soles Footwear Swayam Sales

**Configuration**

Show more configurations : Yes  
Show all configurations : No

|                                                                      |              |                                          |       |
|----------------------------------------------------------------------|--------------|------------------------------------------|-------|
| <b>General Details</b>                                               |              | <b>GST Details</b>                       |       |
| Provide aliases for Name                                             | : Yes        | Set GST details                          | : Yes |
| Provide language aliases for Name                                    | : No         | <b>Statutory Details</b>                 |       |
| Provide Part No. for Stock Items                                     | : No         | Set Inclusive of Duties and Taxes option | : Yes |
| Provide Descriptions for Stock Items                                 | : No         | Provide Rate of Duty                     | : Yes |
| <b>Inventory Details</b>                                             |              |                                          |       |
| Use Stock Group for Stock Items                                      | : Yes        |                                          |       |
| Use Stock Category for Stock Items                                   | : No         |                                          |       |
| Provide Units of Measurement (UoM) for Stock Items                   | : Yes        |                                          |       |
| Use Alternative Units                                                | : No         |                                          |       |
| Set Components List (Bill of Materials) in Stock Items               | : No         |                                          |       |
| Provide Standard Buying and Selling Rates                            | : No         |                                          |       |
| <b>Provide MRP Details</b>                                           | <b>: Yes</b> |                                          |       |
| Set default Accounting Allocations for Stock Items (in Invoice Mode) | : No         |                                          |       |
| Provide Opening Balances for Stock Items                             | : Yes        |                                          |       |

2. **Allow MRP Details - Yes .**
3. Press **Ctrl+A** to accept.

**To enter the MRP for the stock item**

1. In the **Stock Item Alteration** screen, enable **Set/alter MRP details?**

TallyPrime MANAGE  
EDU K: Company Y: Data Z: Exchange G: Go To O: Import

Stock Item Alteration SWAYAM SALES

Name : Desktop Lenovo K200  
(alias) :

Under : Desktop (Branded)  
Units : Nos.

|                                       |                        |
|---------------------------------------|------------------------|
| <b>Statutory Details</b>              |                        |
| GST applicability                     | : ♦ Applicable         |
| <b>HSN/SAC &amp; Related Details</b>  |                        |
| HSN/SAC Details                       | : Specify Details Here |
| HSN/SAC                               | : DE123                |
| Description                           | :                      |
| <b>GST Rate &amp; Related Details</b> |                        |
| GST Rate Details                      | : Specify Details Here |
| Taxability Type                       | : Taxable              |
| GST Rate                              | : 18 %                 |
| Type of Supply                        | : Goods                |
| <b>Set/Alter MRP details</b>          | <b>: Yes</b>           |

|                 | Quantity | Rate per       | Value     |
|-----------------|----------|----------------|-----------|
| Opening Balance | : 1 Nos. | 47,600.00 Nos. | 47,600.00 |

2. In the **MRP Details** screen:
  - **Allow Set/Alter MRP details ? - Yes** , if you want to modify the MRP during the transaction.
  - Enter the **MRP Rate/Margin** .



Purchase of Goods and Services in TallyPrime 4.1

|                                       |                  |
|---------------------------------------|------------------|
| MRP details for : Desktop Lenovo K200 |                  |
| Allow MRP modification in voucher     | : Yes_           |
| MRP Rate / Margin<br>(from 1-Apr-23)  |                  |
| MRP Rate                              | : 50,000.00/Nos. |

- Press **Ctrl+A** to accept.
3. In the **Stock Item Alteration** screen, press **Enter** to save.

**[Practical Assignment]**  
**(Item Creation)**

Create the following Items and Goods will all Details given...like Stock Group, HSN Code, GST Rate, Opening Quantity with Rate:

| LIST OF STOCK ITEMS |                   |      |       |      |          |       |               |
|---------------------|-------------------|------|-------|------|----------|-------|---------------|
| GROUPS              | NAME OF ITEMS     | HSN  | GST % | UNIT | Op. QTY. | RATE  | Opening Value |
| <b>Accessories</b>  |                   |      |       |      |          |       |               |
| <b>Cabinet</b>      |                   |      |       |      |          |       |               |
|                     | Cabinet           | 8471 | 12%   | Nos  | 2        | 4500  | 9000          |
| <b>CD Drive</b>     |                   |      |       |      |          |       |               |
|                     | CD Drive          | 8471 | 12%   | Nos  | 3        | 600   | 1800          |
|                     | Dvd Drive Samsung | 8472 | 12%   | Nos  | 4        | 1000  | 4000          |
| <b>Keyboard</b>     |                   |      |       |      |          |       |               |
|                     | Keyboard-Logitech | 8471 | 5%    | Nos  | 5        | 1500  | 7500          |
|                     | Keyboard-iball    | 8470 | 5%    | Nos  | 2        | 700   | 1400          |
| <b>MotherBoard</b>  |                   |      |       |      |          |       |               |
|                     | Motherboard Asus  | 8473 | 18%   | Nos  | 2        | 5500  | 11000         |
|                     | Motherboard Intel | 8473 | 18%   | Nos  | 1        | 12600 | 12600         |
| <b>Mouse</b>        |                   |      |       |      |          |       |               |
|                     | Mouse-iball       | 8471 | 5%    | Nos  | 3        | 400   | 1200          |
|                     | Mouse-Logitech    | 8471 | 5%    | Nos  | 3        | 500   | 1500          |



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