Buying Group Import

16/07/2025 9:13 pm BST

Summary

This feature provides the ability to import a CSV file which contains the Net-Net and Net-Net-Net discount percentage provided by a Buying Group.

Note: Pricing will only import for codes that are in your Code Maintenance and will only apply to codes that have a manufacturer specified within Code Entry > Code Maintenance > Supplier & Manufacturer.

Details

What does the CSV file need to contain?

The CSV file has 4 columns. These columns are:

Column A - wholesaler product code [including leading zeros].
Column B - purchase discount 1 [manufacturer discount].
Column C - purchase discount 2 [settlement discount] (Wholesaler Discount).
Column D - purchase discount 3 [not currently used – set at zero].

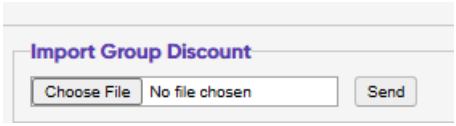
	A	B	C	D
1	30324442	30.5	10	0
2	30350067	0	10	0
3	30350089	0	10	0
4	30267961	30.5	10	0
5	30324941	10	10	0
6	2500456	20	10	0
7	30223966	20	10	0
8	30289942	20.5	10	0
9	30131391	25.5	10	0
10	30377981	25.5	10	0
11	2500434	25	10	0
12	30213383	0	10	0
13	30416347	0	10	0
14	2500467	30	10	0
15	30260350	10	10	0
16	30268385	110	10	0
17	30376989	10	10	0
18	2500412	30	0	0
19	30312603	0	0	0
20	30304263	0	0	0

Note: that the file assumes you already keep the product list prices maintained within your system.

How do I import the CSV file?

1. Go the Utilities>Wholesale and select the Price Updates tab. Select the supplier from the drop down.

2. On this screen, you will find the 'Import Group Discount' option.

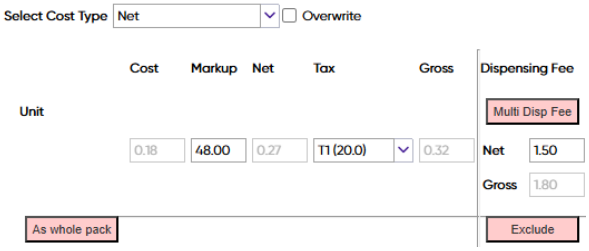


3. Select the 'Choose File' button and browse to the file you wish to import and select'Open'.
4. Once done, you will receive a confirmation message.

How do I check imported information?

To check the code has imported correctly:

1. Search for the item in Code Entry.
2. Column B value is imported to Net-Net-Net Override %
3. Column C is imported to Net-Net Override %
4. The pricing is updated accordingly
5. To then pass on this discount to clients on selected codes, change the cost type within the pricing configurations within Code Entry.



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