
MDS Quick Guide:

MDS Vendor Portal

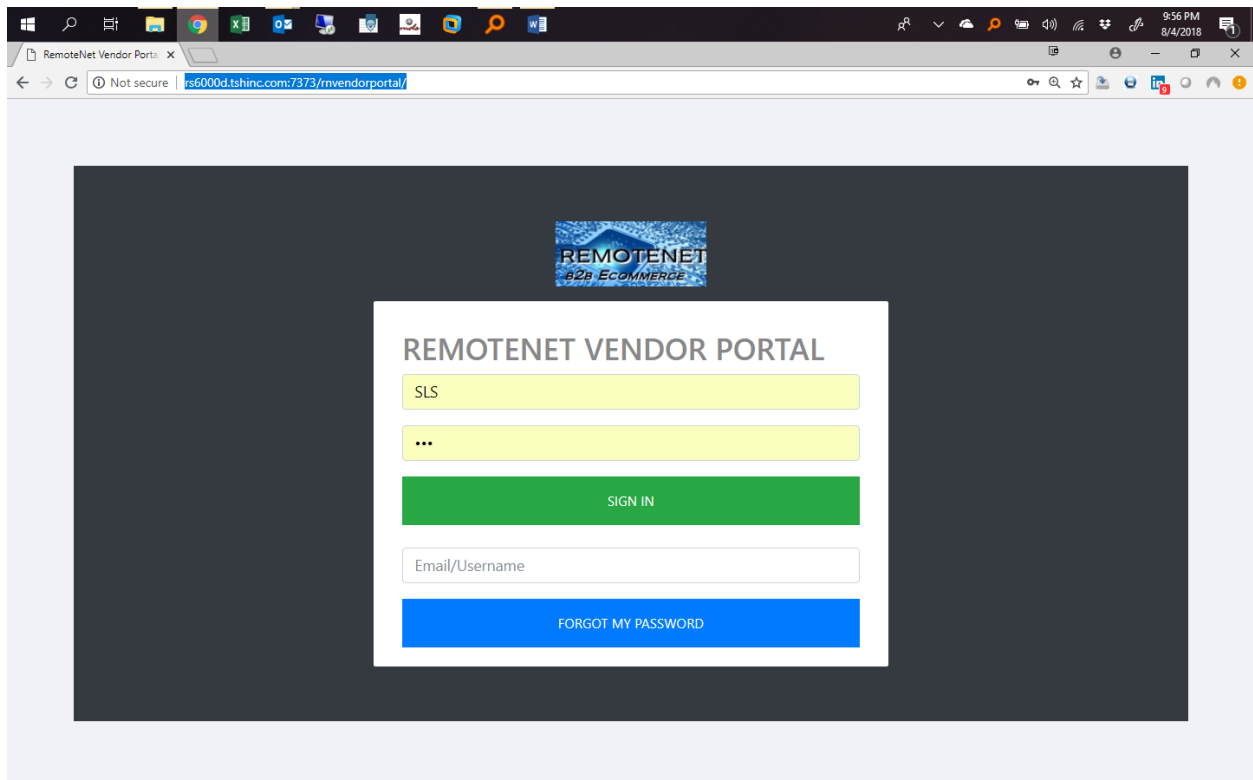
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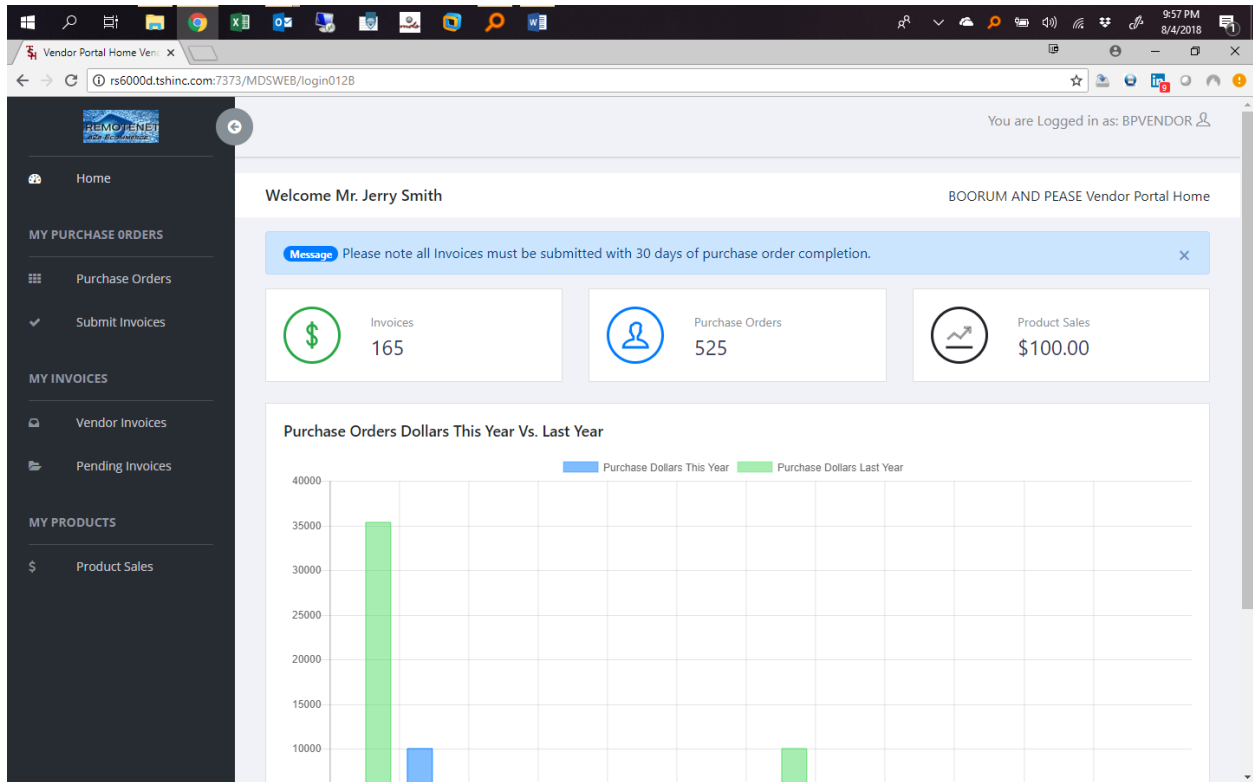
The MDS Vendor Portal allows you to give the tools to your vendors to see how they are doing with your company in terms of sales, check the status of pending po's , and review open invoices that have been paid or are awaiting payment.

I also allow them to see how you paid off each invoice. Lastly for those who want it – vendors can submit invoices for po's that are outstanding and they will go into the EDI810 processing system allowing you to review and approve the charges then pay them.

Once a vendor is paid view the A/P transfer subsystem via a credit card they would get an email confirmation. Alternate if a check is sent they can be emailed the stubs and a copy of the check.

Pages can be customized for look and feel. This guide assumes the base portal.





Homepage – total invoices/po's and sales dollars as well as purchase order dollarts this year vs last year

Vendor Purchase Orders

rs6000d.tshinc.com:7373/MDSWEB/login012B

You are Logged in as: BPVENDOR

Welcome Mr. Jerry Smith

BOORUM AND PEASE Purchase Orders

Message Please note all Invoices must be submitted with 30 days of purchase order completion.

Vendor# BP
Year to Date Purchase Dollars: \$0.00

PO#	Order Date	Ship Date	Required Date	Promised Date	Total Order	Total Open	Open Lines	Status	Direct Ship/Customer
01131606	01/23/07			02/01/07	1.00 US	1.00 US	1	Open	ND / Base Medical Supply
01131697	02/01/07			02/01/07	700.00 US	700.00 US	1	Open	ND / Base Medical Supply
01131699	02/02/07			03/01/07	3600.00 US	3600.00 US	2	Open	ND / Base Medical Supply
01131740	02/06/07			02/06/07	1.00 US	1.00 US	1	Open	DS / TJZ1
01131791	02/06/07			02/06/07	123456.00 US	123456.00 US	1	Open	DS / TJZ1
01132014	08/20/07			08/21/07	7.00 US	7.00 US	1	Open	ND / Base Medical Supply
01132020	08/21/07			08/21/07	10.00 US	10.00 US	1	Open	ND / Base Medical Supply
01132025	08/22/07			08/23/07	7.50 US	7.50 US	1	Open	ND / Base Medical Supply
01132027	08/23/07			08/23/07	7.50 US	7.50 US	1	Open	ND / Base Medical Supply
01132128	10/16/07			10/16/07	0.33 US	0.33 US	1	Open	ND / Base Medical Supply

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Open Purchase orders , with drill downs to details

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You are Logged in as: BPVENDOR

Welcome Mr. Jerry Smith BOORUM AND PEASE Purchase Order Details

Message Please note all Invoices must be submitted with 30 days of purchase order completion.

Vendor# BP

P/O#	Account#	Ord Date	Due Date	Prom Date	Ship Date	Direct Ship	Total Order\$	Total Open\$	Agent	Spec Inst	Confirm#
01132978	VEND CUST NO	07/01/09	07/01/09			ND	106050.00 US	995.90 US			
Shipping Address											
001 - The Systems House, Inc 1033 Route 46 E, CLIFTON, NJ 07073											
LN	Product Number	Description	UM	Ordered	Purch UM	Ordered Qty	Open	Received	InTrans Qty	Due Date	
1	TOM1	TOMS TEST PROD 1 55555558	EA	100	EA	100	94	6	0	07/01/09	
2	AQUAPHOR-12	AQUAPHOR MOISTURIZING	EA	100	EA	100	95	5	0	07/01/09	
3	OAK-DESK-FRONT	EXECUTIVE OAK DESK FRONT	EA	100	EA	100	92	8	0	07/01/09	

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Purchase order details

Submit Invoices Vendor | X

Not secure | rs6000d.tshinc.com:7373/MDSWEB/login012B

10:02 PM 8/4/2018

You are Logged in as: BPVENDOR_35

BOURLM AND PLEASE Submit Invoices

Welcome Mr. Jerry Smith

Please note all invoices must be submitted with 30 days of purchase order completion.

Vendor# 8P

Submit your invoices below. Please Note: They will show on the Pending Invoice Page until Accepted for Payment.

PO#	Order Date	Total Open	Your Invoice#	Invoice Date	Invoice Amount	Tax Amount	Total Amount	Submit
01131606	01/23/07	1.00	343144	08/04/2018	1.00		1.00	Submit Invoice
01131697	02/01/07	700.00		08/04/2018	700.00		700.00	Submit Invoice
01131699	02/02/07	3600.00			3600.00		3600.00	Submit Invoice
01131740	02/06/07	1.00			1.00		1.00	Submit Invoice
01131791	02/06/07	123456.00			123456.00		123456.00	Submit Invoice
01132014	08/20/07	7.50			7.50		7.50	Submit Invoice
01132020	08/21/07	10.00			10.00		10.00	Submit Invoice
01132025	08/22/07	7.50			7.50		7.50	Submit Invoice
01132027	08/23/07	7.50			7.50		7.50	Submit Invoice
01132128	10/16/07	0.33			0.33		0.33	Submit Invoice

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Submit your Vendor invoices – allows for total amount/tax and invoice date

Vendor Open Payables

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Welcome Mr. Jerry Smith

Please note all invoices must be submitted with 30 days of purchase order completion.

Vendor# 8P

Open Invoices	Open Balance	Purchase MTD	Purchase YTD	Purchase Last Year	Payments MTD	Payments YTD	Payments Last Year
34418.65	0.00	0.00	0.00	100.00	0.00	0.00	0.00

Line	Invoice#	Status	Vouch#	Inv Date	Gross Amt	Disc Amt	Amt Paid	Last Dt	Check#	Amount Due	Due Date	Currency	Foreign\$	Misc Description	Transfer Payments
1.	11223	N	01000141	04/17/03	-5.00					-5.00	02/01/16			01000459	
2.	JHK	N	01000142	04/17/03	-22087.50					-22087.50	02/01/16			01000460	
3.	3211	N	01000175	05/12/03	-265.00					-265.00	02/01/16			01000472	
4.	GKLFGLF	N	01000289	06/04/03	-4220.00					-4220.00	02/01/16			01000480	
5.	KKK	N	01000596	08/21/03	-65.00					-65.00	02/01/16			01000492	
6.	123	N	01000597	08/21/03	-65.00					-65.00	02/01/16			01000494	
7.	09	N	01000598	08/21/03	-65.00					-65.00	02/01/16			01000495	
8.	123	N	01000599	08/21/03	-6.50					-6.50	02/01/16			01000496	
9.	09	N	01000600	08/21/03	-6.50					-6.50	02/01/16			01000497	
10.	09	N	01000601	09/05/03	-6.50					-6.50	02/01/16			01000498	
11.	09	N	01000602	08/21/03	-6.50					-6.50	02/01/16			01000499	
12.	09	N	01000603	08/21/03	-6.50					-6.50	02/01/16			01000500	

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Vendor Invoices

Voucher Detail Vendor P... X

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10:04 PM 8/4/2018

You are Logged in as: BPVENDOR

Home

BOORUM AND PEASE Purchase Order Details

Welcome Mr. Jerry Smith

Message Please note all Invoices must be submitted with 30 days of purchase order completion.

Vendor# BP

Vouch#	Invoice#	Inv.Date	Invoice Gross Amount	Total Gross Amt	Total Discount	Total Paid	Balance Open	Distribution Total
01000125	U529	03/24/03	40.00	40.00	0.40	39.60		40.00

Check#	Check.Dt	Gross Amt	Disc Amt	Payment Amt	Po#	Rcvr#	Distribution Amt
000070		40.00	0.40	39.60			40.00

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Detail of payments made on an Invoice / Check# and distribution amounts.

Vendor Pending Invoices

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You are Logged in as: BPVENDOR

Welcome Mr. Jerry Smith

BOORUM AND PEASE Pending Invoices

Message Please note all Invoices must be submitted with 30 days of purchase order completion.

Vendor# BP

Invoice GO 10 GO

Invoice#	Inv Date	Purchase Order	File Name/Date
davidrrr	08/16/18	01131606	Web-08032018-085802pm
10402	08/14/18	01131791	Web-08042018-101235pm

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Pending Invoices that have been submitted only but not approved from the backend accounting team. Once approved they will move to the vendor invoices page.

Vendor Product Sales View

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You are Logged in as: BPVENDOR

Welcome Mr. Jerry Smith BOORUM AND PEASE Product Sales

Message Please note all Invoices must be submitted with 30 days of purchase order completion.

Vendor# BP

Total Sales GO

Your Product#	Mfg Product#	Our Product#	Description	Sales Dollars	Sales Quantity	Last Sale Date
		LOTNEW2	NEW LOT PRODUCT 2	\$0.00	0	07/16/13
		LOTNEW	NEW LOT PRODUCT	\$0.00	0	07/16/13
		TOM.PFABCDE	TOM'S PF PRODUCT	\$0.00	0	
	P157115	GPTTEST	GROSS PROFIT TEST	\$0.00	0	
		D1C-WINTERGNS24	DESIGN 1 SIZE 24 METAL 1 WINTER GRE	\$0.00	0	
12345		PNTTEST	PNTTEST DESC	\$0.00	0	
	XXXXXXXX	2S1D1AQUM	PREFIX 1 A2 METAL 1 DESIGN 1 LENGTH	\$0.00	0	
		123456789051123AQUM	PREFIX 1 1234567890 METAL 1 TEST DE	\$0.00	0	
		1S1123AQUM	PREFIX 1 A1 METAL 1 TEST DESCRIPTIO	\$0.00	0	
		NEWBO	TOM'S NEW BACK ORDER PRODUCT	\$0.00	0	04/08/13

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Product sales to see how much and what items are selling both dollars and quantity.