

Sage UBS Inventory & Billing - 9.9.3.9 and above

-For SST & Non-SST Registered Person is advice to upgrade your version.

Which is your status?

Status A - I'm SST Registered but I still want to process for GST Billing for previous month.

Status B - I'm SST Registered and I'm finish done for GST Billing, now only process for SST Billing.

Status C - I'm non-SST Registered but I still want to process for GST Billing for previous month.

Status D - I'm non-SST Registered but I still want to process for GST/SST Billing for in case.

Status E - I'm non-SST Registered and I'm finish done for GST Billing.

SUGGESTION TABLE FOR SST SETTING IN SAGE UBS INVENTORY

SAGE UBS INVENTORY	TAX CODE OPTION	MALAYSIA GST	SELECT TAX CODE FROM TAX CODE MAINTENANCE	DEFAULT TAX CODE
SST COMPANY (A)	I STILL WANT GST CODE	<input checked="" type="checkbox"/> Malaysia GST	<input checked="" type="checkbox"/> Select tax code from tax code maintenance	Tax Code Setting Default Tax Code for AR Transaction: <input type="text"/> Default Tax Code for AP Transaction: <input type="text"/>
SST COMPANY (B)	I DO NOT WANT GST CODE	<input type="checkbox"/> Malaysia GST	<input checked="" type="checkbox"/> Select tax code from tax code maintenance	Tax Code Setting Default Tax Code for AR Transaction: <input type="text"/> Default Tax Code for AP Transaction: <input type="text"/>
NON-SST COMPANY (C)	I STILL WANT GST CODE	<input checked="" type="checkbox"/> Malaysia GST	<input checked="" type="checkbox"/> Select tax code from tax code maintenance	Tax Code Setting Default Tax Code for AR Transaction: <input type="text"/> Default Tax Code for AP Transaction: <input type="text"/>
NON-SST COMPANY (D)	I STILL WANT GST/SST CODE	<input type="checkbox"/> Malaysia GST	<input checked="" type="checkbox"/> Select tax code from tax code maintenance	Tax Code Setting Default Tax Code for AR Transaction: <input type="text"/> Default Tax Code for AP Transaction: <input type="text"/>
NON-SST COMPANY (E)	I DO NOT WANT TAX CODE	<input type="checkbox"/> Malaysia GST	<input type="checkbox"/> Select tax code from tax code maintenance	Tax Code Setting Default Tax Code for AR Transaction: <input type="text"/> Default Tax Code for AP Transaction: <input type="text"/>

After understand your status, please Login to Inventory & Billing System

Housekeeping > Run Setup > General Setup - Tap [Company Profile]

Run Setup
X

User Define - Desp. Body / Footer
User Define - Formula
User Define - Item Remark
User Define - Markup Ratio
Directory

Company Profile
Stock Valuation
Item Maintenance
Transaction
Account No.
Account No. (2)
Last Used Nos.
User Define - Desp. Header

Company/Address
 Sage Software Sdn. Bhd. (formerly known as UBS Corporation Sdn. Bhd.)
 Suite 1B-6, Level 6, Block 1B,
 Plaza Sentral, Jalan Stesen Sentral 5,
 Kuala Lumpur Sentral,
 50470 Kuala Lumpur.

Enter SST reg. no

Company Registration No. 441389-K
 GST Registration No.

Sales Tax Reg. No.
 Service Tax Reg. No.

Currency used
 Currency code: MYR
 Currency symbol: RM
 Currency word: RINGGIT MALAYSIA

Accounting Period
 Last A/C year closing date: 31/12/2017
 This A/C year closing period: 12

Malaysia GST
 Business GST Application
01/01/2018 - 31/12/2018

Activate Malaysia GST (Follow suggestion table)

Note: Inclusive option is enabled when GST is ON

Housekeeping > Run Setup > General Setup - Tap [Transaction]

Run Setup

User Define - Desp. Body / Footer User Define - Formula User Define - Item Remark User Define - Markup Ratio Directory

Company Profile Stock Valuation Item Maintenance **Transaction** Account No. Account No. (2) Last Used Nos. User Define - Desp. Header

Add Header

Increase period by one on/after day

- Use Only 1 set invoice no.
- Use Only 1 set DO no.
- Standard auto running
- Project by bill
- With bill agent With Site
- Search transaction by date
- Allow edit name
- SO has to be verify
- INV - Always mark update from DO
- Sales CN - Always mark update from INV
- Sales DN - Always mark update from INV
- Purchase CN - Always mark update from SI
- Purchase DN - Always mark update from SI
- Purchase Return - Always mark update from SI

Add Footer

- Compulsory footer
- Exchange rate on invoice total
- Dis 2 : Discount on Invoice Net + Discount
- Tax2 : Tax on Invoice Net + Tax
- Activate BNM Rounding Mechanism

Add Body

- With per item tax
- With per item discount
- With price in DO
- Compulsory location
- Allow edit amount
- Batch Code/Other Charges
- Allow change in 2nd unit factor
- Allow create code during transaction
- Display cost code during transaction
- Transfer note based on selling price
- Compulsory Serial No.
- Allow qty RC exceed qty outstanding PO
- Select tax code from tax code maintenance

- 3 levels discount
- Default service
- Default change unit
- Round off on item discount
- Round down on item amount
- Tax on discounted amount
- Update latest price

1. Get category discount percentage from customer
2. Get category price & discount percentage from item
3. Get discount percentage from class code
4. Get discount percentage from transaction

Condition for not updating stock balance (TYPE ='INV ' AND GENERATED ='Y') OR UD_QTY ='N'

OK Cancel

Example if you Tick & Untick for - **Select Tax Code from Tax Code Maintenance**

-Screen for **UNTICK** during Billing Transaction

INV 1000001 - A COMPANY - 3000/A01 - 01/08/2018

Item No. 001
Description 001

Remark 1
Remark 2
Remark 3
Remark 4

Location
Unit Of Measure UNIT 1.00000 1.00000

On Hand -6 UNIT
Quantity 1
Price 200.00
Amount 200.00
% Discount 0.00 0.00 0.00
% Tax 0.00 0.00 0.00

Inv/Do
Project/Job/S-Job
GL A/C /

Select tax code from tax code maintenance

Cost 100.00
Selling 200.00 02/09/2018 200.00 0.00
0.00 02/09/2018 200.00 0.00
0.00 02/09/2018 200.00 0.00

Service Tax Gst Item Change Unit
Comment No Display Update Qty Total Up

Item	Description	Qty	Price	Amount
1 001	001	1 UNIT	200.00	200.00
2 001	001	1 UNIT	200.00	200.00

Add Edit Insert Delete Save Print Accept Cancel Footer 400.00

-Screen for **TICK** during Billing Transaction

INV 1000001 - A COMPANY - 3000/A01 - 01/08/2018

Item No. 001
Description 001

Remark 1
Remark 2
Remark 3
Remark 4

Location
Unit Of Measure UNIT 1.00000 1.00000

On Hand -6 UNIT
Quantity 1
Price 200.00
Amount 200.00
% Discount 0.00 0.00 0.00
Tax Code 0.00 0.00

Inv/Do
Project/Job/S-Job
GL A/C / /

Select tax code from tax code maintenance **clusive**

Cost 100.00
Selling 200.00 02/09/2018 200.00 0.00
0.00 02/09/2018 200.00 0.00
0.00 02/09/2018 200.00 0.00

Service Tax Gst Item Change Unit
Comment No Display Update Qty Total Up

Item	Description	Qty	Price	Amount
1 001	001	1 UNIT	200.00	200.00
2 001	001	1 UNIT	200.00	200.00

Add Edit Insert Delete Save Print Accept Cancel Footer 400.00

- This is not allow for one(1) Billing Transaction mix-up two(2) type of Different Era Tax Code

INV 1000005 - A COMPANY - 3000/A01 - 02/09/2018

Item No. [] Description [] On Hand 0 UNIT
 Quantity 1
 Price 0.00
 Amount 0.00
 Tax Code 0.00 0.00

NOTE : System is not allowed to enter SST code and GST code in the same transaction.

Message: Not allow to save GST tax code and SST tax code in same document.

Item	Description	Qty	Price	Amount
1 001	001	1 UNIT	200.00	200.00
2 001	001	1 UNIT	200.00	200.00
3 001	001	1 UNIT	200.00	200.00

Buttons: Add, Edit, Insert, Delete, Save, Print, Accept, Cancel, Footer, 600.00

Housekeeping > Run Setup > Administrative Tools - Tap [Setting 2]

- Default Tax Code will be [Blank] for those Non-SST Registered
- Default Tax Code for AR will be [SV-0] for those SST Registered - Service Tax
- Default Tax Code for AR will be [ST10] for those SST Registered - Sales Tax

Administrative Tools

Setting: Setting 2

Housekeeping > Run Setup > Administrative Tools > Setting 2

Remove Audit Trail Of Modification/Deleted Transaction

Tax Code Setting

Default Tax Code for AR Transaction []

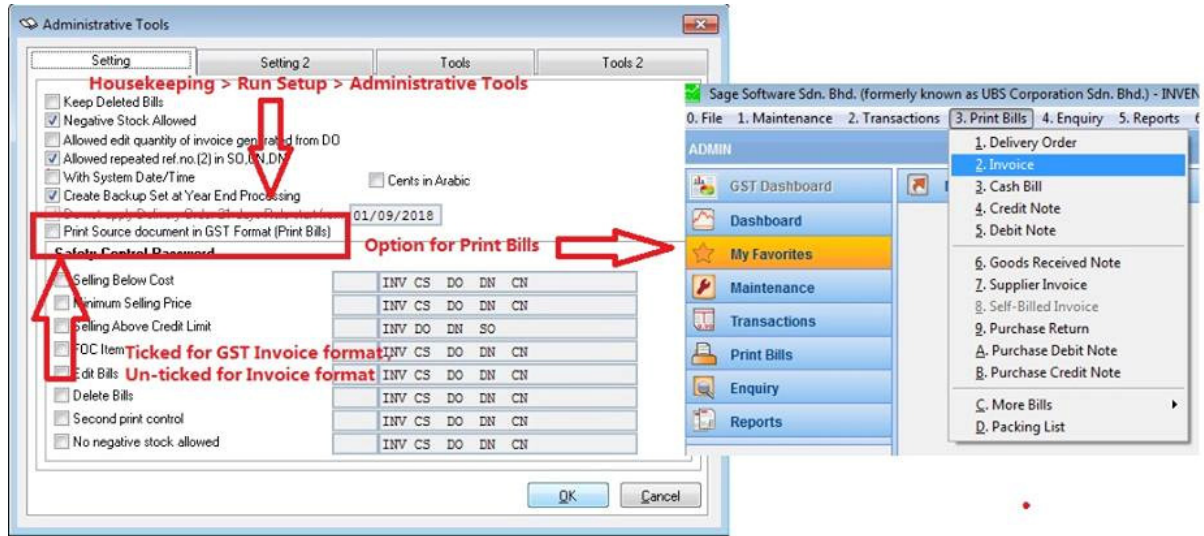
Default Tax Code for AP Transaction []

Remove Default Tax Code

Cost Allowed Pin: 01234

Buttons: OK, Cancel

Housekeeping > Run Setup > Administrative Tools - Tap [Setting]



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Special Thank for Mr Yong See Kuan