

05

Vendor Management

Odoo 19 Enterprise · Purchase

Managing vendor records and pricelists ensures accurate purchase orders and efficient procurement.

1 Vendor pricelists

[Purchase](#) → [Products](#) → [Vendors](#)

Each product can have multiple vendor pricelists — one per supplier. Go to any product and open the Purchase tab to see the vendor list. For each vendor, configure: vendor name, lead time, minimum quantity, and unit price. When creating a PO for a vendor, their price fills in automatically.

2 Vendor contact record

Open any vendor from Purchase → Orders → Vendors. The vendor contact shows their payment terms, currency, tax ID, and bank accounts. Ensure the bank account is configured for vendors you pay via bank transfer — it populates the payment details automatically.