Using The Pricing Tool

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Opening the Pricing Tool and Reviewing Recent Purchases

Use the Pricing Tool when you need current purchase-price information before preparing a commercial price. The **Latest Purchased Products** list brings recently purchased products into one place, so you can begin with products that have new or updated purchase pricing rather than relying on an older commercial assumption.

1. In Pams, open **Pricing** and select **Latest Purchased Products**.
2. Review the product entries shown in the list. Each entry represents a product with a latest purchase record available for commercial price preparation.
3. Select the product entry you want to review. Start with products connected to an active sales inquiry, a requested offer, or another immediate pricing task.
4. Read the latest purchase information shown for that product. Treat this as the most current purchase-cost reference available in the Pricing Tool.
5. Open the product's purchase-price history when you need to understand whether the latest purchase price follows the product's usual pricing pattern.
6. Continue through the list and identify the products that need commercial review. Focus your attention on products with a newly available purchase record or a latest purchase price that differs from what you expected.

The **Latest Purchased Products** list is a starting point for review, not a final commercial-price decision. A latest purchase can provide a useful current reference, while the price history helps you decide whether that reference appears stable, unusually high, or unusually low.

[SCREENSHOT: The Pricing area showing the Latest Purchased Products list with a selected product entry.]

When several products are needed for the same client requirement, review all of them from the list before preparing commercial prices. This gives you a consistent view of the purchase information available for the complete set of requested items.

Finding the Products You Need to Price

The **Latest Purchased Products** list helps you locate products that have recently received purchase-price information. Use the list to move directly from the products Pams identifies as recently purchased to the products that matter for your current commercial work.

1. Open **Pricing > Latest Purchased Products**.
2. Scan the product list for the item you need to price. Use the product entry itself to confirm that you are reviewing the requested product before opening its purchase information.
3. Select the relevant product entry and review its latest purchase entry. Check this before using any price as a commercial reference.
4. If your client requirement includes several related products, return to **Latest Purchased Products** and select each product in turn. Review the latest purchase entry for every item rather than applying one product's purchase information to another product.
5. Give priority to products with newly purchased or changed purchase-price information. These entries are especially important when you are updating prices that may have been based on earlier purchase conditions.
6. If several entries appear relevant, compare their latest purchase information before deciding which product requires immediate attention. Keep each product review separate so the purchase price and history remain connected to the correct item.

The list is particularly useful when an offer includes multiple products and not every item has the same purchase-cost pattern. One product may have a stable history, while another may show a new latest purchase price that requires closer review.

[SCREENSHOT: The Latest Purchased Products list with several product entries available for comparison.]

Do not assume that products with similar names, categories, or uses share the same purchase-price history. Select the exact product entry in Pams, review its own latest purchase information, and then open its own history before using that information during commercial pricing.

Reviewing a Product's Price History

Price history gives context to the latest purchase entry. A single latest purchase price may be a dependable current cost reference, or it may be different from earlier purchases for a reason that needs commercial judgment. Reviewing the history in Pams helps you distinguish between those situations.

1. From **Latest Purchased Products**, select the product you want to review.
2. Open the selected product's purchase-price history from the Pricing Tool.
3. Compare the latest purchase price with the historical purchase-price entries shown for the same product. Keep the latest purchase entry in view as the current reference while reviewing the earlier values.
4. Look for a consistent direction in the historical prices. Repeated increases may indicate an ongoing rise in purchase cost, while repeated decreases may indicate a lower purchase-cost pattern.
5. Identify whether the latest purchase price is close to the earlier entries or noticeably different from them. A value that stands apart from the history deserves additional attention before you use it commercially.
6. Return to the product list and repeat the review for other products required for the same pricing work.

[SCREENSHOT: A selected product showing its latest purchase price together with previous purchase-price entries.]

Use the history to support a practical pricing decision rather than treating the latest entry in isolation. For example, when the latest purchase price is higher than earlier entries and the previous entries also show rising values, the latest price may reflect a continuing change. When the latest price is much higher than an otherwise consistent history, it may represent a one-time variation that should be considered carefully.

Review the full history whenever the latest purchase price would cause a significant change in your commercial price. This makes the commercial-price preparation more consistent and gives you a clearer basis for the price you later use in an offer.

Using Purchase History to Prepare Commercial Prices

After reviewing the latest purchase entry and the product's price history, use the information in the Pricing Tool as the purchase-cost basis for commercial price preparation. The latest purchase price provides the current reference, while the historical entries help you judge how confidently to rely on that reference.

1. Select the product in **Latest Purchased Products** after reviewing its latest purchase entry.
2. Open the product's price history and compare the latest purchase price with the earlier purchase-price entries.
3. Decide whether the latest purchase price appears to match the historical pattern, continues an increase or decrease, or differs substantially from previous purchases.
4. Use the latest purchase price as the current cost reference when preparing the commercial price for that product.
5. Take the historical direction into account before adjusting the commercial price. A stable history supports using the latest value as a straightforward reference, while a changing or inconsistent history calls for more careful review.
6. Prepare a commercial price for the reviewed product using the purchase information shown in Pams. Repeat the same review for each product that will be included in the commercial work.

The Pricing Tool supports informed commercial preparation by keeping the latest purchase information connected to the product's earlier purchase prices. This is especially helpful when you price products that are purchased repeatedly and where a recent cost change could affect the commercial price.

[SCREENSHOT: The Pricing Tool showing a product's latest purchase information and price history during commercial price preparation.]

Keep the decision tied to the exact product you reviewed. If you move to another product, select its entry and review its own history before preparing its commercial price. This avoids carrying a purchase-cost conclusion from one product into another product's pricing.

Checking Prices Before Using Them Commercially

Before relying on purchase information for a commercial price, take a final look at the selected product and its purchase-price history. This review reduces the risk of using a price from the wrong product or treating an unusual latest purchase as the normal purchase cost.

1. Return to the selected product in **Latest Purchased Products** and confirm that it is the product you intend to price.

2. Review the latest purchase entry for that product. Use it only after confirming that it belongs to the selected product.
3. Open the full purchase-price history when the latest purchase price seems unusually high or unusually low compared with your expected commercial pricing.
4. Compare the latest value with the earlier purchase-price entries. Check whether the history supports the latest value as part of a continuing pattern or shows that it differs materially from previous purchases.
5. Avoid using a single purchase entry by itself when the historical entries show a clearly different pattern. Review the complete information available in the Pricing Tool before preparing the commercial price.
6. Return to **Latest Purchased Products** regularly while pricing active requirements. New purchase records can provide updated information that affects the commercial price you prepare.

[SCREENSHOT: A product's latest purchase entry highlighted beside a purchase-price history with differing values.]

This check is most important for products where a commercial-price change could affect an active offer. The latest purchase record is useful because it is current, but the price history gives the wider context needed to interpret it. When the latest and historical values agree, you have a clearer cost reference. When they differ, use the difference as a reason to review the product more closely before moving forward.

Resolving Missing or Unexpected Purchase Prices

A product may be missing from **Latest Purchased Products**, show little or no price history, or display a latest purchase price that does not match earlier values. Use the product list and history view to confirm what information Pams has available before you prepare a commercial price.

1. If you cannot find a product in **Latest Purchased Products**, confirm that you are looking for the correct product entry. The list contains products with recent purchase information available to the Pricing Tool.
2. If the product is not listed, do not assume that a latest purchase price is available for it. Return to the product list and check the other product entries carefully before continuing.
3. If the selected product has an empty or incomplete price history, review the information that is shown and check whether earlier purchase records are

available for that same product.

4. If the latest purchase price conflicts with the historical entries, compare the latest entry with the previous values before using it as the current cost reference.
5. If the displayed history appears to belong to the wrong product, return to **Latest Purchased Products** immediately. Reselect the correct product entry and open its history again.
6. Prepare a commercial price only after you have confirmed that the latest purchase entry and historical information belong to the product you are pricing.

[SCREENSHOT: The Latest Purchased Products list used to reselect a product after an unexpected history is displayed.]

Missing history does not provide evidence that a purchase price is stable or unchanged. Likewise, a latest price that differs from earlier entries is not automatically incorrect; it is a signal to compare the available purchase information carefully. Keep the review focused on what Pams shows for the selected product, and avoid transferring prices or historical conclusions between different product entries.

Overview

The Pricing Tool in Pams supports commercial price preparation by bringing together two related sources of information for each product:

- **Latest Purchased Products** identifies products with recently available purchase information. Use this list as the starting point when you need current purchase-cost references for commercial work.
- The **latest purchase entry** provides the most recent purchase-price information shown for the selected product. This is the current reference you review before preparing a commercial price.
- The product’s **purchase-price history** shows earlier purchase-price entries alongside the latest information. Use it to understand whether the latest price is consistent with previous purchases or appears to be a significant variation.

The Pricing Tool is most useful when you need to price products based on current purchase information rather than on an earlier commercial assumption. It also helps when a product’s cost has changed and you need to determine whether that change appears ongoing or isolated.

For each product, keep the review in the same order:

- Select the product from **Latest Purchased Products**.
- Review the latest purchase entry.
- Open and compare the purchase-price history.
- Use the reviewed information when preparing the commercial price.

[SCREENSHOT: The Pricing Tool workflow from Latest Purchased Products to a selected product’s price history.]

The outcome of this work is a commercial price supported by the purchase information available in Pams. The Pricing Tool does not replace the later customer-offer process; it provides the pricing basis you need before you prepare an **Offer**. When you work with several products, repeat the review for every product so each commercial price is based on its own latest purchase information and price history.

Prerequisites

Before using the Pricing Tool, make sure you have a clear product-pricing requirement to review. The following preparation keeps the purchase-price review focused and helps you use the correct product information in Pams:

- Know which product or products require commercial pricing. This may come from a client requirement, an active sales inquiry, or an upcoming offer. If you are still defining the client requirement, see Creating Sales Inquiries.
- Use the exact product entry when working in **Latest Purchased Products**. The latest purchase entry and purchase-price history apply to the selected product, so avoid basing a price on a similarly named or related product.
- Expect purchase information to be available only when Pams has a recent purchase record for the product. A product that does not appear in **Latest Purchased Products** may not have a current purchase record available in the Pricing Tool.
- Be prepared to review the product’s price history, not only its latest purchase entry. This is especially important when the latest value seems different from previous purchase prices.
- Review all products needed for the same commercial requirement. When a client request includes several items, each item may have its own latest purchase price and historical pattern.

- Keep the pricing review separate from the customer-facing offer. First use **Latest Purchased Products** and the product’s price history to prepare the commercial price. Then continue with Preparing Customer Offers to use that reviewed pricing in an **Offer**.