

OrderPoint

Simplify the process of placing multi-supplier orders by managing requisition and procurement via your own approved catalogues, allowing online ordering and authorisation.

Improve the overall efficiency of procurement by introducing a system that will speed up the ordering process, offer real-time information, and increase your management control. The cost savings received from OrderPoint will come from fewer transaction costs and the reduced manpower needed to carry out the procurement process. The system will facilitate central buying power, and provide your company with increased leverage over the supply chain.



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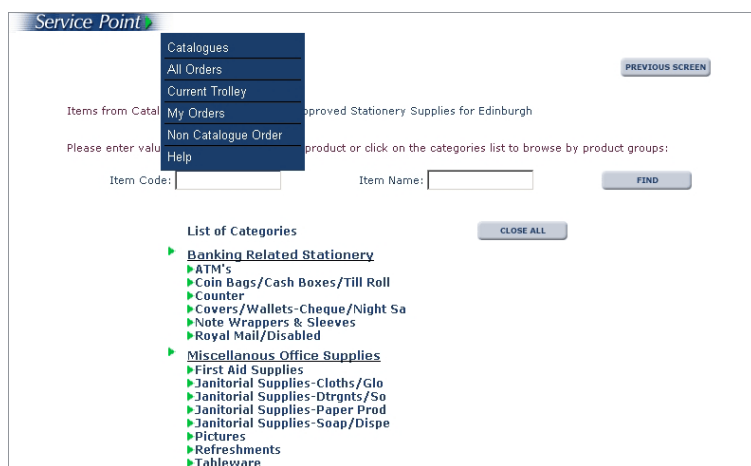
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OrderPoint Product Features

Multiple, searchable catalogues

Orderpoint provides your company with an online ordering system, through the management of the catalogues of your approved suppliers. Each catalogue can support multiple sub-categories, if required, displaying full details of all products offered. As controlled access is given to individual catalogues, your company could structure the presentation of this information through departmental or corporate catalogues.



The catalogues, each with its own categories for browsing, also support a search facility that can be either supplier specific or across all suppliers. Orderpoint is especially valuable for companies that order products from a number of different sources, where it may be easier to search for products through all catalogues at once to find a solution that best meets requirements.

Your suppliers can supply their catalogues in a variety of formats and data structures with a configurable import and versioning tool. This tool has been designed to address the fact that many of these approved supplier catalogues are highly likely to be managed via tools such as spreadsheets, making updating simple and consistent with existing practices. This will ensure that everyone in your organisation always has access to the up-to-date copy of your approved supplier catalogues. Any special offers or new products being introduced can be communicated to your company straight away, for you to take immediate advantage of.

As OrderPoint expedites the process of ordering simple or routine products, your employees time will be freed up, allowing them to devote this time to other business activities.

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Simple or complex products

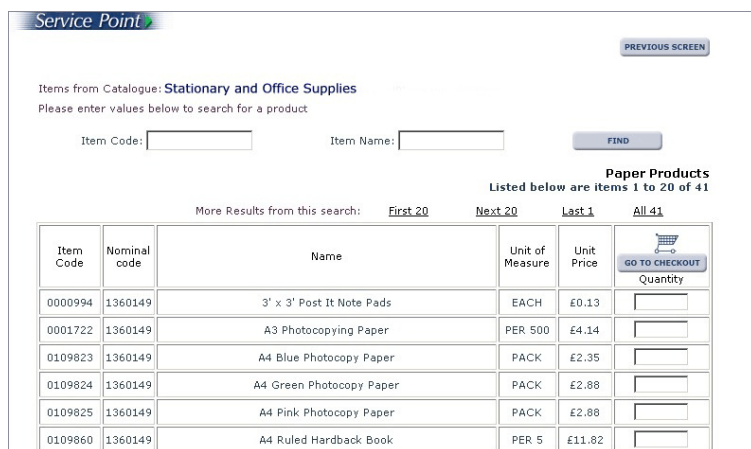
The products contained within the catalogues can have any shape description, and can contain different information structures. OrderPoint can therefore support the full spectrum of products, from simple products with limited details, to complex products with extended information support, such as intricate details and pictures.



As the level of information provided to aid decision-making is improved, your employees can make more informed decisions, providing your company with the most advantageous balance of quality and cost.

Single, easy to use interface with cross supplier requisitions

The user-friendly interface of OrderPoint features a trolley metaphor for users to build their requisitions. Items can be added from any number of catalogues, facilitated by a search facility, allowing users to search via name, description or code, and collapsible categories, to aid browsing.



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During the process of requisition building, the trolley can be amended at any point. Unfinished requisitions are also stored between sessions, presenting the user with a prompt on return.



Delivery instructions and special orders

As the user enters the checkout area, delivery details and special instructions can be added to the requisition. The user can also call upon saved delivery details from previous orders, reducing the need to re-submit information.

Service Point PREVIOUS SCREEN

Please complete the details below to help us to process your Requisition quickly.

Fields labelled in this colour are mandatory

Part A: Originator Details

Requestor

Name:

Phone Number:

E-mail address:

Requisition Number: 334

UserName: scottj

Employee Id: 1

BoS Reference:

Date:

Fax Number:

Part B: Delivery Details AS ABOVE

Contact Name:

Telephone:

Fax:

Date Required:

E-mail address:

Branch/Dept Name:

Sort/Cost Code:

Address:

Save Delivery Details

A free format requisition supports special orders, allowing the user to order items or services not in the catalogue.

Requisition queuing approval

As employees within your company are given a credit limit to reflect their role and responsibilities, requisitions that exceed the users credit limit can be queued for authorisation. This authorisation can be individual or role based, depending on the needs of your organisation.

To assist the authoriser, the requisition queue can be searched via originator, creation date range, item code or date, delivery details or status. Once the requisition has been reviewed, either single items or the complete requisition can be canceled.

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Service Point PREVIOUS SCREEN

You have added the following to your trolley:

Items from Stationery catalogue, supplier Alistair McIntosh

0111840: KLEENEX White Towels 130 Sheets per roll K6701

Comments to Supplier:

Unit of Measure: Nominal Code: Quantity: Line Value: **£65.00**

Please press Update button to save comments or changes.

Items from Test catalogue, supplier BT

ENN3456: Testing Complex Product

Comments to Supplier:

Unit of Measure: Nominal Code: Quantity: Line Value: **£5,000.00**

Please press Update button to save comments or changes.

Trolley Total: £5,065.00



Greater control is given over spending as day-to-day orders can be made without the need for intervention, while orders over your chosen threshold will be flagged for authorisation.

Separate related PO's

Upon the authorisation of the requisition, individual supplier orders are automatically generated, adding further efficiency to the process. Each supplier order is then transmitted to the supplier via a configurable method, meeting the needs of both suppliers and yourselves. These methods can include email with CSV attachment, CSV file for import into Office document, pro-forma PDF, XML document and custom format routing.

The transfer of real-time information speeds up the complete process, as your suppliers will receive their orders as soon as the requisition is sent. This may allow your end user to receive the finished product or service in a much quicker time, due to all of the efficiencies that OrderPoint brings to the supply chain.

Custom options allow supplier acknowledgement and feedback, encouraging communication between your suppliers and yourselves, with the benefit of improved supply chain relationships.

My order queue and history

Individuals are permitted access to a "My Queue" area, allowing them to search their requisition status and history. An audit trail option stores information on all purchase orders.

OrderPoint improves the quality and accessibility of procurement management information, as reports can be produced using any information stored within the database. This will provide your company with increased leverage over the supply chain, with possible

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opportunities to develop alternative procurement arrangements and benefit from lower prices.

Security and Access Control

All functions of OrderPoint, are controlled by permission-based access, with permissions being allocated by role or individual. This includes the process of authorisation. All catalogues within OrderPoint can also have individual permissions, if this is required.

The whole of the requisition process will become transparent and accountable, improving the service provided by your company to internal clients, whilst reducing the costs of overheads relating to the paper-based requisition method. This ease of use and added functionality will almost certainly result with the system being used more frequently, thereby generating more business between companies.



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