Non-Stock Procurement

A ready-to-run Business Process Solution to accelerate your Non-Stock Procurement in SAP.

Engage and delight users with accessible and intuitive purchasing forms. Expedite procurement and eliminate bottlenecks with supplier self-service portals, mobile approvals, easily accessible supporting documents and process execution monitoring.

KEY FUNCTIONS

Portals, Electronic Forms, Mobile Approval, Supporting Documents.

- **Vendor On-boarding.** Internet self-service portal for vendor-driven master data collection and maintenance.

- **Purchase Requests.** Accessible and intuitive initiation of Purchase Requests, including supporting documentation and flexible and collaborative approvals combining both external and SAP-based workflow capabilities.

- **Goods and Services Receipting.** Easy entry forms for receipting of Goods and Services together with supporting documentation.

- **Invoice Processing.** Distributed collection of electronic or scanned Invoices for effective approval and document storage with or without Optical Character Recognition.

KEY FEATURES

Web Portals, Excel, Outlook, SharePoint and SAP.

- Intuitive interface of familiar and loved tools.

- Responsive, mobile enabled electronic forms for setting up vendors, purchase requests goods and services receipts and invoices.

- SharePoint and web portal access for transaction initiation and approval.

- SAP as the single source of truth.

- Excel add-ins for bulk processing effectiveness.

- External portal for vendor collaboration and self-service.

- Live SAP validation (e.g. Company Codes, Existing Vendors, Terms of Payment and Account assignments) and external data validation (e.g. ABN numbers, address and bank accounts).

- Centralised business rules engine.

- Live SAP transactional updates using standard SAP connectors.

- Security compliant with SAP authorisations.

- Fully configurable workflow templates with comprehensive notifications and reminders.

- Extensible to include related SAP transactions such as supplier catalogues and pricing.

- Fully integrated, mobile enabled task approvals using OneList Approvals.

- Easy attachment, storage and retrieval of supporting documentation in SAP or other document management systems such as SharePoint.

User-friendly Non-Stock Purchasing Solution

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See·Share·Do

For more information call Heidi on +61 488 488 183

Vendor On-Boarding		Workflow	Documents		Workflow
Purchase Requests	Forms	See		Web Portals & Web Apps
Goods & Services Receipts		Do		SAP Gateway
Invoice Processing	Monitoring		Approvals	Mobile Apps
Mobile Approvals		Share	SAP & Other Updates	Excel & SharePoint
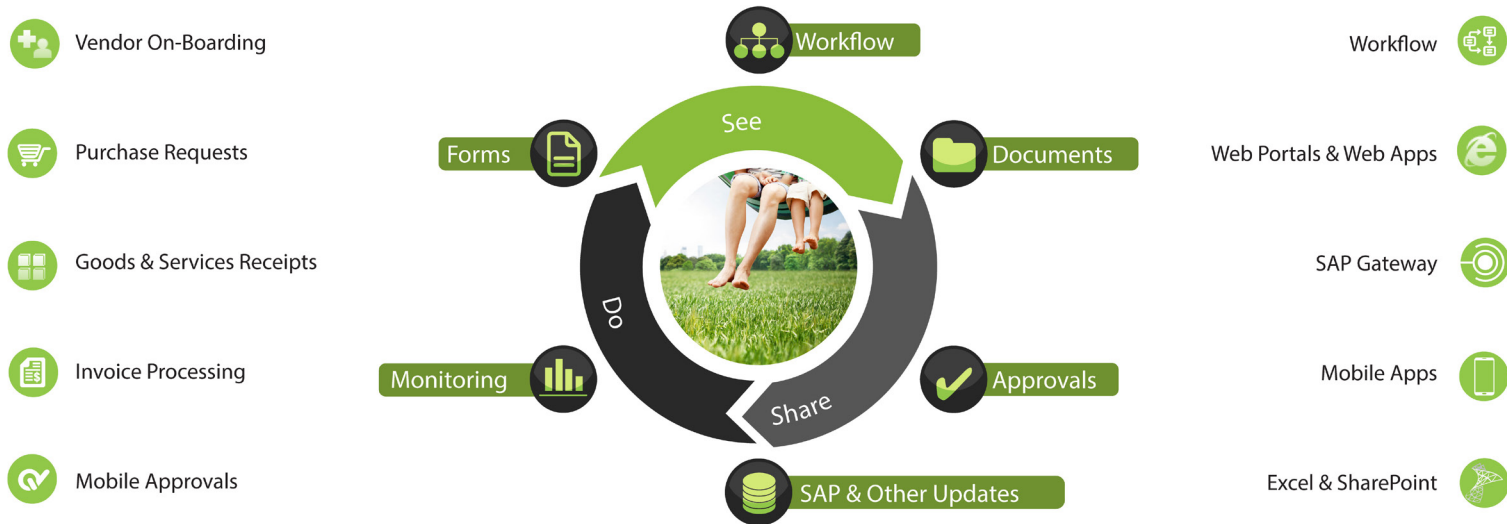
Productive. Timely. Effective. Compliant.

KEY BENEFITS

- Empower the finance team with tools they know and love.

- Enforce procurement policy compliance for effective expense management.

- Accelerate procurement process turnaround time, efficiency and throughput.

- Improve user adoption and lower training and support effort.

- Reduce administration effort by providing suppliers with self-service access for master data maintenance and information delivery.

- Optimise executive productivity and decision-making by allowing easy approval on mobile devices.

- Reduce paper storage costs and provide easy access to all supporting documents for subsequent enquiries.

- Provide direct access for everyone in the procurement process.

- Monitor, control and refine business processes for process efficiency, effectiveness and policy compliance.

- Use existing Microsoft & SAP technologies you already own.

- Deploy quickly with low risk.

All tasks, actionable, everywhere with OneList Approvals.

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