End-to-End Purchase 2 Pay

With ELCOM, you can integrate, streamline and automate your entire Purchase-to-Pay (P2P) process. Organisations need to know who's buying what, from whom, when, where and for how much. Control and visibility are essential to monitoring spend effectively.

With ELCOM's e-P2P solution you will be able to:

- Publish and manage supplier catalogues
- Search easily and thoroughly for goods and services
- Configure your own business rules to automate processing
- Create efficiently and safely requisitions and purchase orders

- Connect easily with suppliers
- Receive and match seamlessly receipts and invoices
- Provide bespoke reporting & analytics
- Seamlessly integrate with Finance and/or 3rd party systems

E-PROCUREMENT

HERE'S HOW IT WORKS

USER

Log in via ELCOM's web address with a secure username and password.
Create a requisition from either a catalogue, punch out site or create a non-catalogue requisition. Financial tracking is applied and the order is sent for approval.

Requisition is Approved by the designated approver and after the relevant checks have taken place. **Purchase Order is Submitted** to the supplier email and can also be integrated directly into their sales order process.

Additional Features
Self-service user administration, Catalogue Management, Receipting, Invoice workflow, Automatic Matching, Settlement, Budget Checking and Reporting. eP2P solution supports multiple payment mechanisms: e-Invoicing, self-billing, procurement card and electronic receipt settlement.

THE FEATURES AT YOUR DISPOSAL

Connected, Consistent, Cost Effective

No change needed: our eP2P solution adapts to your technology and business needs. Depending on your requirements, we offer a number of plug-and-play features to choose from:

Requisition Creation

Creates a multi-line requisition for multiple suppliers that is pre-populated with financial tracking codes, delivery and payment defaults, and additional information from users. Prior to approval users can for instance update quantities and add comments.

Catalogue Search Option

Hosts suppliers' catalogues and presents content to users, based on a business rules and user rights model, to ensure strict contract compliance and supplier access. For instance, users are able to find items using parametric, keyword or classification searches. e-P2P also supports 'quick find' using Boolean characters, fuzzy logic spell checking, synonym searches, wildcards, preferred items and sub-searching.

ELCOM

Punch Out

Fully supports the concept of Punch-Out using CXML and OCI-XML standards. Buyers are able to seamlessly connect to a suppliers' transactional website. On completion of a shopping cart, the buyer initiates a Punch-Back process to transfer the content of the cart back to e-P2P. Doing so, customers secure consistency of their procurement processes.

Dynamic Documents & e-Forms

Enriches requisitioning using 'Dynamic Documents' and e-Forms. Also removes internal administrative forms using electronic document for holiday/travel requests, sick leave, and business expenses.

Blanket / Contract Orders

Supports the creation and use of Blanket Orders 'Contract Orders'. The Blankets can be created as 'call off' orders and users can create a schedule for automatic releases. Each blanket order contains contract policy, parameters and conditions to control their use, enabling to manage the receipt and accounting for longer-term procurement contracts.

Multi-currency, Multi-language

Allows for users to view the same data in different languages and currency based on their language profile setting.

Procurements Cards

Permits access to pre-loaded Procurement Card information without revealing card details. A number of security settings are available to ensure procurement card information remains safe and secure. Suppliers benefit from accelerated payment while buyers benefit from reduced invoice processing costs.

Invoicing Settlement & Matching (2 or 3 way match)

Provides various options to enable automated pre-settlement processing of documents for goods and services which can then be integrated into the Buyers A.P.

THE BENEFITS FOR BUYERS:

- Quick to implement and to achieve ROI
- Control costs and greater economies of scale
- Leverage supplier trading relationships
- Facilitate early payment discounts
- Improve spend analytics and reporting
- Increase focus on all savings opportunities
- Single point of connectivity for suppliers
- Lower transaction costs significantly
- Achieve back office efficiencies
- Contract compliance, governance and auditability
- Data accuracy and transparency
- Manage purchasing processes via one system

THE BENEFITS FOR SUPPLIERS:

- Reduce costs
- Improve cash flow
- Level playing field: no barriers to entry
- Enhance trading relationships
- Improve speed of procurement cycle times
- Strengthen trading relationships with buyers
- Reduce carbon footprint
- Track, control and lessen late payments potential
- Integrate orders into your sales order processing system, remove double key duplication

---