

PROCURE-TO-PAY

FACT SHEET





• **Fact Sheet: Procure-to-Pay**

The secret to delivering procurement success is in the purchasing. If the day-to-day requisitions are aligned to the strategic contracts and savings plans, then the procurement mission is on track for success. But all too often, purchasing is outside of procurement’s control, and off-contract, maverick buying can prove a huge source of hidden cost and lost savings for the enterprise.

SMART by GEP unifies the order-to-invoice process used by the business with the source-to-contract process set up by the procurement team. That means every order can be fully connected to a contract, to a plan and to a target. Savings realization can be tracked in real time and the value established through key supplier negotiations can be fully delivered, and not lost in a chaos of disconnected systems.

■ **The Purchasing Hub for the Enterprise**

SMART by GEP features complete procure-to-pay (P2P) functionality, covering the entire process — from requested item search and discovery to invoice matching and reconciliation, and payment authorization.

SMART by GEP is designed for the most complex business environments. The multiplicity of languages, tax regimes and invoicing rules can be molded to the way your business needs to work using SMART by GEP’s unique flexibility.

■ **User Experience at the Heart of Procurement Success**

Users who need goods and services don’t need long, laborious processes in difficult-to-use software. What they need is a simple and intuitive shopping experience — but one that maximizes compliance and contract utilization. This is where SMART by GEP makes a difference. Users can raise requests for items, easy-access catalogs, punch-out to supplier websites, or select items from internal inventory. But far more than that, SMART by GEP Guided Buying helps the user find the item or service irrespective of whether it is in a catalog, a website or a blanket order. Why should the user worry? All they want is to place an order and receive the goods.

SMART by GEP Guided Buying allows your colleague to shop directly from the contract or blanket order. Compliance and utilization are optimized and full visibility assured.

■ **Active Procurement Compliance Through Shopping**

SMART by GEP includes auto sourcing. The intelligent software directs the user request to the best-fit channel for the item in question. Based on your business rules, you can ensure the requests can be directed to the source with the lowest price, or the closest expiry date, shortest lead time or even to a contract that has a low utilization balance.

• **Key Features**

- Guided buying
- Catalog/inventory/punch-outs
- Account derivation automation
- Consumer-style search and buying
- Approvals and workflow
- Budget control
- Blanket order management
- Req-to-order to receipt-to-invoice
- Multiway invoice matching
- Supplier portal
- Supplier catalog management
- Multicurrency
- Tax regime support

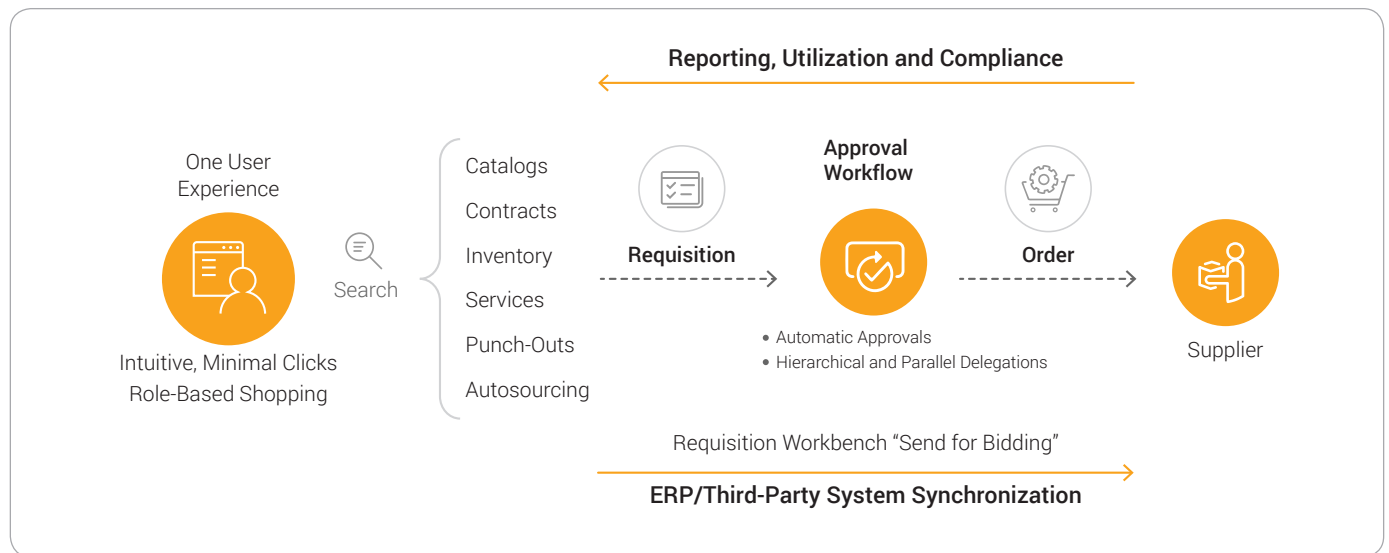
• **Superior P2P Functionality**

- Requisition workbench
- Role-based procurement profiles
- Seamless connection to source-to-contract
- Shop from the contract
- Contract pushed to catalog
- Send for bidding
- Configurable approval rules
- Invoice reconciliation
- Invoice matching rules
- Complete ERP integration
- Advanced reporting and dashboards



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Completed sourcing events, such as RFPs and auctions, can be flipped directly into requisitions, and requisitions for large quantities or high-priced items can be sent for bidding, and flipped immediately into tactical sourcing events for spot buying and three-bids-and-a-buy quick wins. All this is possible because SMART by GEP is a single, unified source-to-pay platform.



■ **Automate and Accelerate Approvals**

SMART by GEP gives you total control over the purchasing rules you want to adopt.

Approvals and authorization workflows can be configured to your business rather than imposed by the software. With pool and parallel approvals, delegations, failover escalation, reminders and approval limits based on value, category and other variables, SMART by GEP provides a natural and transparent method to rapidly go from a request to an approved order.

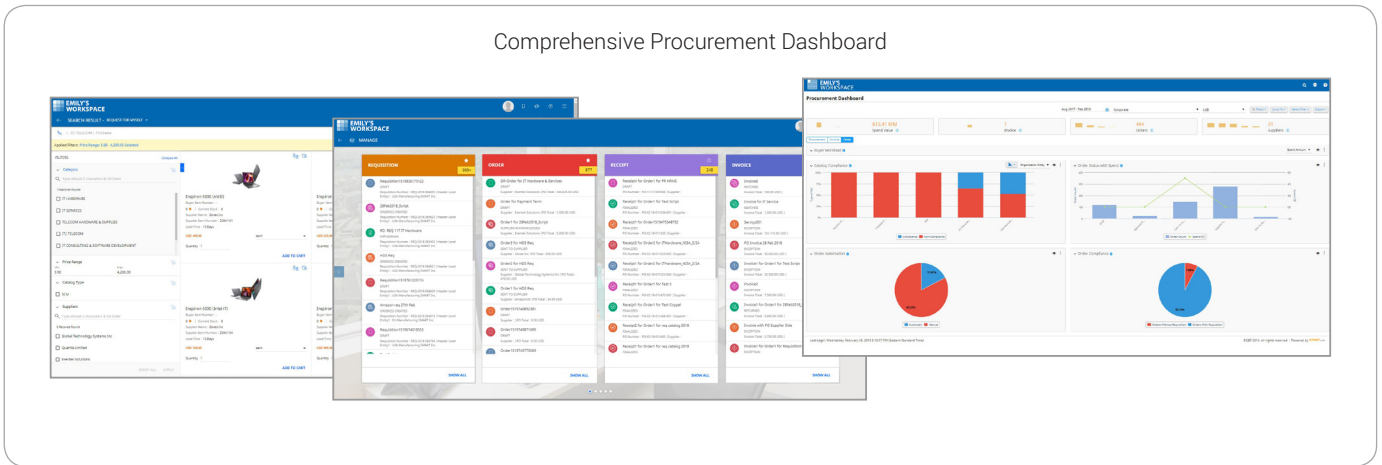
■ **Personal Procurement Profiling**

But more than that, SMART by GEP includes comprehensive user roles, which means that the software understands who you are, automating approvals, and populating requisitions and orders with accounting and other codes without any manual intervention.

SMART by GEP's invoice management functions provide multiway matching, linking not only order, receipt and invoice, but requisition and shipping notes too. With built-in tolerance rules, defined by you, inexact matches can be processed and approved automatically with only true exceptions requiring intervention. SMART by GEP includes invoice reconciliation, whereby the user can return a queried invoice to a supplier, flip an invoice into an order change request and even raise an order against a previously unsupported invoice. With such control over invoice handling built into the software, the pressure on accounts payable can be reduced and the burden of invoice approvals can be handled automatically or with minimal, light-touch intervention.



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GEP helps global enterprises operate more efficiently and effectively, gain competitive advantage, boost profitability, and maximize business and shareholder value.

Fresh thinking, innovative products, unrivaled domain and subject expertise, and smart, passionate people – this is how GEP creates and delivers unified business transformation solutions of unprecedented scale, power and effectiveness.

Named a Leader in the Gartner Magic Quadrant and Best Provider at the World Procurement Awards and EPIC Procurement Excellence Awards, GEP is frequently honored as an innovator and leader in source-to-pay procurement software by Gartner, Forrester, IDC, Procurement Leaders, Spend Matters, PayStream and Ardent Partners.

GEP is also ranked leader in managed procurement services (procurement outsourcing) by Everest Group, NelsonHall, IDC, ISG, HfS and IAOP. In addition, the primary research firm in the management consulting sector, ALM Intelligence, ranks GEP leader in procurement strategy and supply chain consulting.

With 14 offices and operations centers in Europe, Asia and the Americas, Clark, New Jersey-based GEP helps enterprises worldwide realize their strategic, operational and financial objectives. To learn more about our comprehensive range of strategic and managed services, please visit www.gep.com. For more about SMART by GEP, our cloud-native, unified source-to-pay platform, please visit www.smartbygep.com.

Access our free knowledge resources at <https://www.gep.com/knowledge-bank>

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