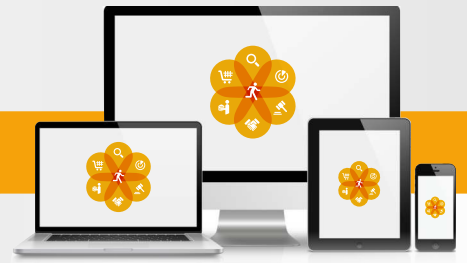


## Fact Sheet: Procure to Pay



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

As part of the unified procurement platform, SMART by GEP's P2P functionality is seamlessly connected to the rest of the spend management process. Thus purchase orders raised and actioned can be linked back to contracts that result from strategic sourcing activity.

### The Purchasing Hub for the Enterprise

SMART by GEP is designed for use within complex business environments. By supporting multiple languages, tax regimes and invoicing rules SMART by GEP can be moulded to the way your business needs to work.

Users who wish to raise requests for items can select from easy-access catalogs, punch out to suppliers' own websites, or select from internal inventory lists. Completed sourcing events, such as auctions, can be flipped directly into requisitions and requests for large quantities or high-priced items can be sent for bidding and flipped into tactical sourcing events.

### Your Purchasing System for Your Business

SMART by GEP gives you control over the purchasing rules you want to adopt. Approvals and authorisation 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.

### Working with Your Suppliers

Your suppliers have access to SMART by GEP too. With the same level of functionality offered to procurement teams, SMART by GEP's supplier portal gives access to all order and invoice processing functions. Suppliers can acknowledge orders, raise full or partial shipment notifications, flip fulfilled orders into invoices, raise credit memos and more.

Suppliers connected to SMART by GEP's integral supplier network can receive orders and submit invoices direct from their back office systems.

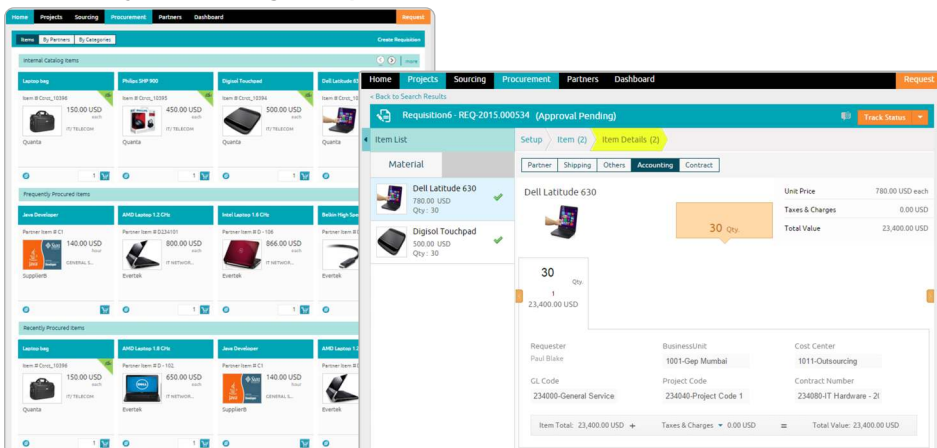
### Key Features

- Multiple catalog types
- Punchouts
- Consumer-style search and buying
- Approvals and workflow
- Req-to-order to receipt-to-invoice
- Multi-way invoice matching
- Supplier portal
- Multi-currency
- Tax regime support

### Superior P2P Functionality

- Seamless connection to sourcing
- Contract to catalog
- Send for bidding
- Configurable approval rules
- Dynamic discounting
- Invoice reconciliation
- Invoice matching rules
- ERP integration
- Advanced reporting and dashboards

### SMART by GEP Catalog & Requisition Screens



## Fact Sheet: Procure to Pay



### State of the Art Financial Management

SMART by GEP's invoice management functions provide multi-way 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 as approved automatically with only true exceptions requiring intervention. SMART by GEP includes invoice reconciliation, whereby the user can return an erroneous 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.

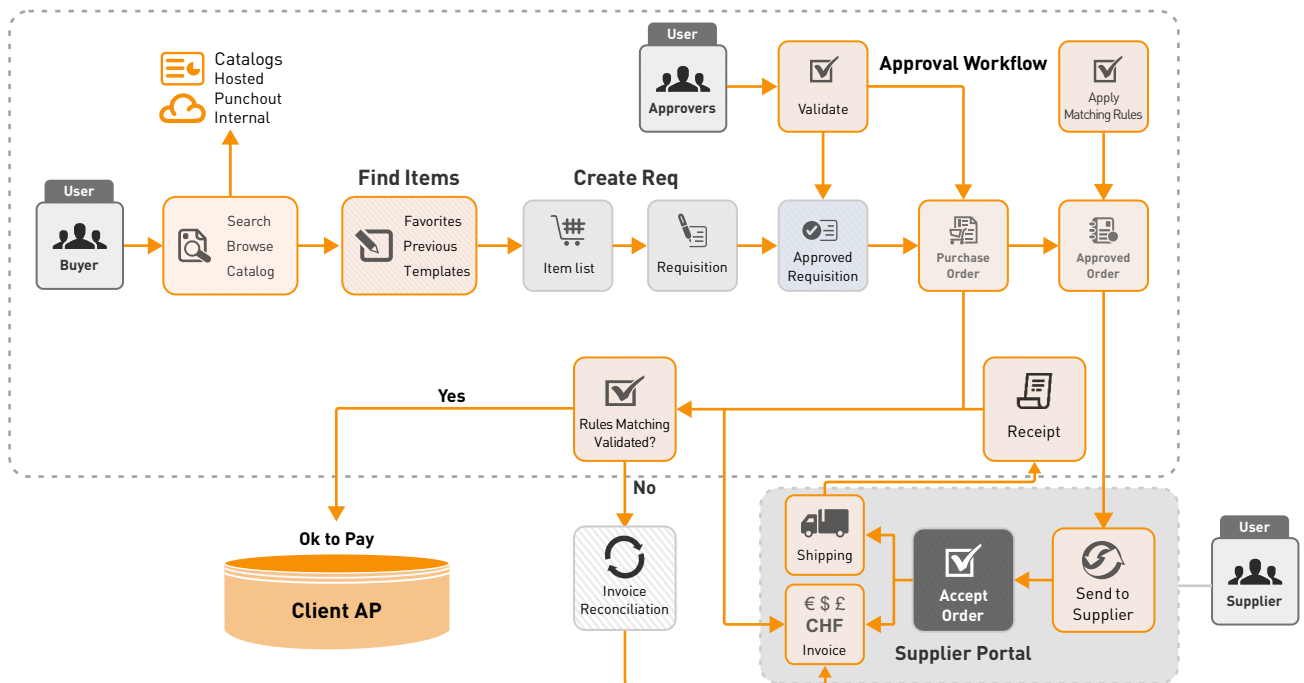
### Dynamic Discounting

With the finance team freed from handling so many invoices, the opportunity to drive additional savings from the very end of the procure-to-pay process becomes possible.

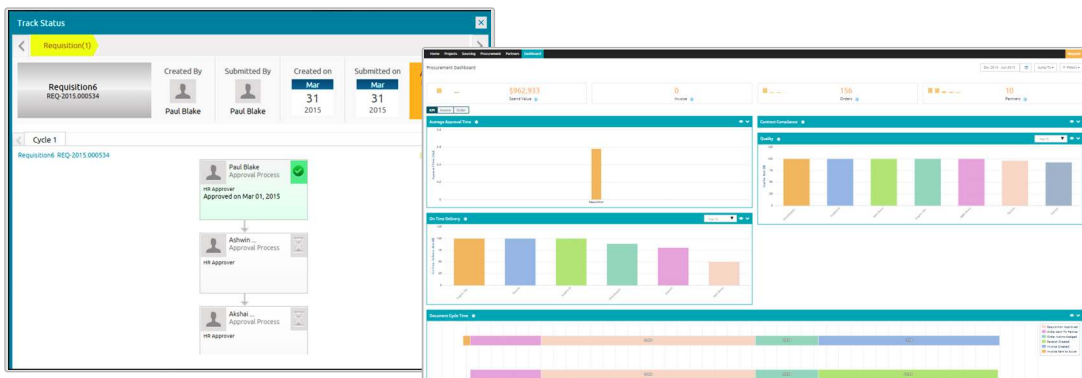
SMART by GEP's dynamic discounting function allows finance teams to deliver savings of their own by deploying the cash on hand at any given moment against invoices from suppliers in return for spot discounts. Suppliers receive immediate payment which has value and that value can be shared with your organisation.

SMART by GEP is a single unified procurement platform and all the data relating to purchasing is reportable. Through intuitive dashboards and deep analytical reporting tools, it is possible to keep track of purchasing activity and invoice handling across the enterprise.

### An Example P2P Process in SMART by GEP



Comprehensive  
Workflow  
and Approval



Procurement  
Dashboard