

*The Procurement Manager™ platform is a competitive differentiator for customers, particularly in the area of supply chain management. With purchased materials and services representing much of the total cost structure, supply chain innovation has become a critical cost reduction tool.*

Our platform provides a completely Internet-based requisition, purchasing, receiving, inventory management, and e-payment solution. Its hierarchical approval structure (for instance, state-county-township-school-department), allows every satellite to participate in procurement, based on numerous customized controls –

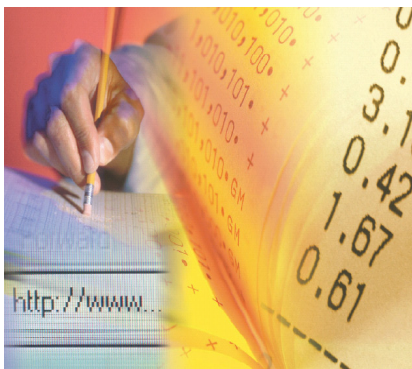
- Password approval
- Spend limitations
- Items purchased limitations
- PO approval levels (i.e. may initiate orders, but not release, etc.)

Other substantive savings are realized through electronic payment processing. The system eliminates the need to issue paper purchase orders, receive paper invoices, and issue paper checks.

**FACT: One major customer saves \$millions annually by lowering its total cost of procurement from \$58.70 per purchase order to \$19.80.**

### **Procurement Manager™ ...**

- Lowers Procurement Costs
- Is Web-based; no software downloads
- Centralizes purchasing from unlimited satellite locations
- Increases Productivity
- Is intuitive and easy-to-implement
- Requires little or no IT work on your part
- Offers Triple Redundant Security
- Delivers Comprehensive Reports (see following pages)
- Eliminates paper purchase orders, invoices, and checks



Procurement Manager™ integrates as the front end to many complex accounting programs. From there all purchasing, inventory control, and payment activity flow to the bottom line. Our platform drives process efficiencies, and as a result attains the lowest total cost of ownership for all departments.

The following pages detail the Controls and Reports available and provided by the system. This wide array satisfies the needs of both administration and line management personnel.

Whether open purchase order detail, cost savings analysis, contract compliance, weekly site management, or numerous others, Point to Point's real time reports validate the ongoing value of Procurement Manager.

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A brief online demonstration will validate how the P2PSolutions platform will effectively save money! We would appreciate that opportunity.

## **System Controls—Procurement Manager™ Platform**

P2PSolutions has developed formal Policies & Procedures covering all operational activities.

### **Purchasing**

- Only authorized users can access the Procurement Manager™ system and their departments data/information, this is controlled by user id and password.
- Buyers can be restricted in the following manner:
  - Authorized to enter orders
  - Authorized to release orders
  - Limitations on dollar amount of purchases
  - Limitations of approvals by department
  - Limited to specified suppliers
  - Specific account codes
- Price is populated automatically on the PO from the Item Master.
- Documentation is required before increasing contract pricing in the system.
- When a Suppliers Catalog is cross-referenced to the product, price changes in the catalog will automatically update the Item Master.
- Purchase order that exceed the buyers limit will be placed in "Pending Approval" status and will require approval by authorized personnel before purchase order is released.
- Approved tax rates are available through a drop down menu for selection.
- Tax rates can also be set at the Item Master level and will override any general default tax rate.
- Purchase orders will be changed to "closed" status, only when a purchase order has been received in full.
- The Auto Generated Purchase Order feature can be turned on or off per client location.

### **Payment Processing**

- When items are received a liability for payment is created.
- When Consigned items are issued in the system, a liability for payment is created.
- Liability Reports are generated weekly to show: 1) Cost of Goods; 2) Freight Charges for Goods; 3) Applicable Taxes.
- Freight charges appear on the Liability Report when an order is "closed", as freight is only charged once per order.
- Payments made to suppliers are based on the purchase order price and not the suppliers invoiced price. (Suppliers are instructed to stop issuing invoices)
- Payments are made to suppliers based on the terms set up in the system.

## **Inventory Management**

- The Customer's inventory data is loaded in the Procurement Manager™ Platform.
- Issuance and receipt transactions in the system can automatically adjust the inventory quantity on hand.
- Cycle Counting: Personnel can be restricted in the following manner;
  - Authorized to enter the counts
  - Authorized to update the physical counts
- Reporting: There are many reports in the Procurement Manager Platform, personnel can be allowed to run only specific reports, whereas Client management has full online access to all inventory data.

### **User Reports – Procurement Manager™ Platform**

Point to Point has developed formal Policies & Procedures covering all operational activities.

#### **Purchase Order Payment Report (Non-Consigned Items)**

- This report shows purchase orders and payments against those purchase orders that have been released. It does not contain any information related to consigned items.

#### **PO Detail Listing Report**

- This report details PO information according to each header listed below by a date range determined by the user.

#### **Purchase Price Variance Report**

- This report details the current price of each item on the liability report with the last paid price and the variance between the two.

#### **Open Items Report**

- This report details each open PO with each individual line item that remains open.

#### **Purchases by Location and Supplier**

- This report categorizes purchases by location and then supplier. Each location is given a break down of purchases made supplier by supplier. This report is useful for multiple location reporting.

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#### **Excess and Obsolete Report**

- This report details the variance between the quantities on hand the reorder point. If the current level exceeds the maximum stock amount needed, this report determines you excess and or obsolete stock.

#### **Inventory Put Away Report**

- This report details all items received and to be put away within a time frame determined by the user.

#### **Daily Receiving Report**

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Indianapolis, IN 46229

- This report details all items received within a time frame determined by the user; usually same day reporting. This report is typically used to balance the Inventory Put Away Report.

### **Receiving Report Detail**

- This report details all items received within a time frame determined by the user.

### **Receiving Report - Annual Summary**

- This report summarizes all receiving for a given location and supplier on an annual (rolling 12 months) basis.

### **On Time Receiving Report**

- This report details each supplier delivery report card, how many times on time, late, and percentage of each.

### **Inventory Transaction Report**

- This report details each inventory transaction over a user determined period of time.

### **Inventory Report Summary**

- This report shows a one line total for each category.

### **Inventory Report Detail**

- This report details each item currently carried in inventory.

### **Cycle Count Sheet**

- Sheets used for the purpose of cycle counting.

### **Most Frequently Purchased Items Report**

- This report details items that are purchased frequently over a user determined time frame.

### **Address Report**

- This report details each address utilized by the buyer organization.

### **Item Master Report**

- This report is a detailed listing of each item in the item master.

### **Supplier Report**

- This report details each supplier available to the buyer organization. All contact information and phantom status is listed in the report.

## ***Management Reports***

### **Cost Savings Report**

- This report details cost savings request, savings created and current status.

## ***Accounting Reports***

### **Liabilities Report**

- This report details all liabilities during a user determined date range.

### **Liability Summary Report**

- This report shows the total value of liabilities during a user determined date range, shows in summary (one line) only.

### **Liability Payment Report**

- This report details individual payment dates for liability in the system.

### **Liabilities By Supplier Report**

- This report details total liabilities due suppliers during a user determined date range.

### **Tax Liabilities Report**

- This report details tax information for liabilities in the system.

### **Contract Compliance Report**

- This report indicates how many purchases were made outside of contract.

### **Category with Spend Report**

- This report summarizes total spend in each category during a user determined date range.

### **Sales Tax Liability Report**

- This reports show the sales tax liability by a user determined date range.

## ***Administrative Reports***

### **User Report**

- This report details each users contact information and usage rights on the sytem.

### **Usage Report - Summary**

- This report summarizes the number of active users, number of logins, and number of PO's created within a user determined date range.

### **Usage Report – Detail**

- This report details each user's number of logins, PO's and last login date.

### **Price Savings Report**

- This report details total savings on items by subtracting paid price from base price.

### **Price Savings Summary Report**

- This report summarizes total savings and percent savings during a user determined date range.

### **Order Summary Report**

- This report shows a list of orders, the status, who submitted, who approved. Can be determined by a user date range.

### **Inventory 'Issue To' List Report**

- This report details each item that has been issued from stock and which user received the item.