



# 8 SRM Procure-to-Pay

Establishes a real-time and connected procurement process  
and intelligently correlate data



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8 SRM provides the **advanced** and **comprehensive** procure-to-pay solution on the market. It uses a combination of real-time business protocols & mobile internet technology to leapfrog procurement efficiency and control.

# 1 Vendor and Supplier Management

8 SRM provides the following features for vendor and supplier lifecycle management (and the words vendor and supplier are used interchangeably below):

**Supplier identification** -- 8 SRM allows you to shortlist potential suppliers based on the offers received through the solicitation process.

**Supplier selection and segmentation** -- 8 SRM's supplier selection process allows you to ensure whether or not a specific supplier is capable of delivering the necessary goods or services.

8 SRM's supplier segmentation process allows you to segment suppliers depending on a number of metrics like life cycle cost, quality, time, availability, transaction volume, dependency, cost of maintenance and support, compliance, etc.

**Supplier onboarding** -- 8 SRM's supplier onboarding process allows you to collect all documents and data required to add a supplier to the approved supplier list. The data collected in this process will allow you to efficiently conduct business and purchase necessary products or services.

**Supplier performance management** -- 8 SRM's supplier performance management process allows you to measure and analyze the performance of a supplier throughout the contractual period to spot weaknesses and curb supplier risks.

**Supplier information management** -- 8 SRM's supplier information management is the process of gathering information from every step in a supplier lifecycle right from onboarding until a formal supplier off-boarding. In addition, it also covers information related to risk management, ongoing contract performance, and so on.

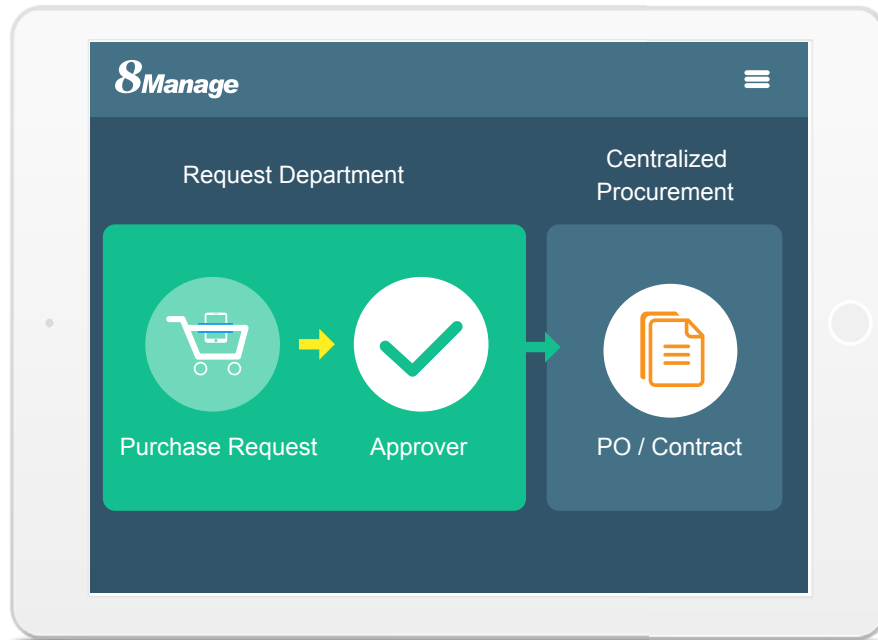
**Supplier risk management** -- 8 SRM's supplier risk management is the process of spotting, analyzing, and mitigating risks in your supplier base. You need to monitor all new and existing suppliers actively and have an effective risk contingency plan in place to prevent massive supply chain backlashes.

**Supplier relationship management** -- 8 SRM's supplier relationship management process allows you to identify your most strategic suppliers and develop a long-term relationship with them and it is one of the procurement best practices.

**Supplier off-boarding** -- 8 SRM's supplier off-boarding is the process of removing a vendor from your finance and administrative records during the termination of a contract or relationship.

## 2 e-Purchase Request

8 SRM Purchase Request (PR) can be used for any department to request items to be purchased by the procurement department.



8 SRM can be used by the higher level organization or the centralized procurement department to aggregate purchase requests of the same items from different departments to form a higher volume purchase request for the purpose of negotiating better prices and/or **reducing costs**.



## 3 e-Quote



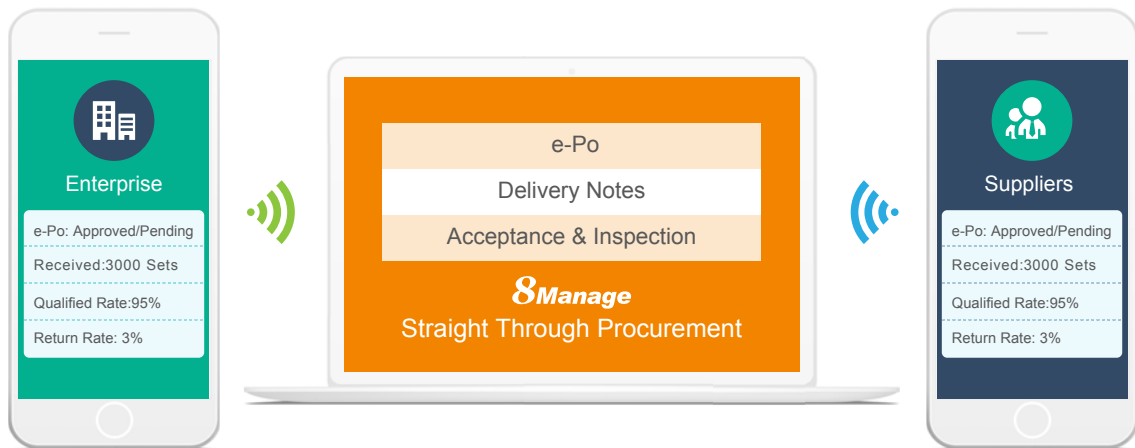
The enterprise can use PC or mobile apps to Request for Quote and obtain quotes from the suppliers in real-time. The system will control the quote submission period and will not accept submissions once the period is over. The quotes can be automatically stored in [Quotation Master](#) or used for the specific [Automatic Quote Comparison](#) or [Tender Evaluation](#) according to the preset rules. If Reverse Auction is applicable for the situation, the user can choose to do real-time reverse auction to encourage the suppliers to bid down on the prices. Once a final quote is selected, the Purchase Requisition together with the final quote can be **automatically converted** to [e-PO](#).

## 4 e-Tender

**8** SRM provides the highest efficiency, fairness and control in tendering. Control rules can be set upfront and the tender process will strictly follow the rules. Computer and network security is achieved via security token, one-time password, bidirectional communication encryption, role-based access control and audit trail.

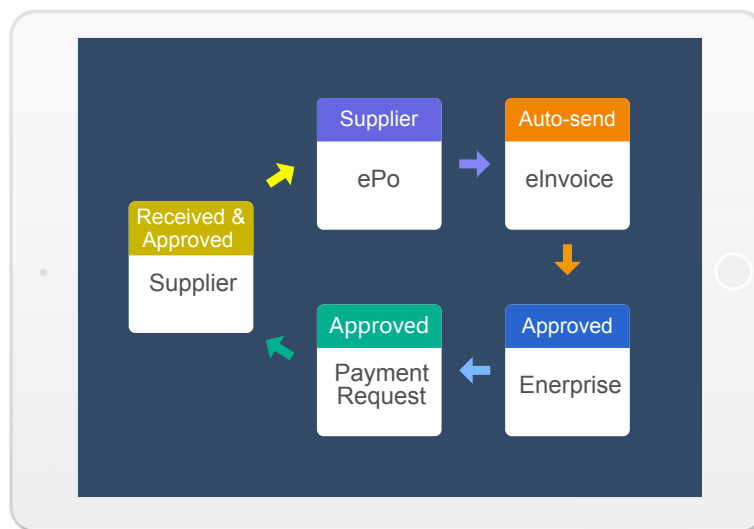
Please see the **8** SRM e-Tender brochure for its feature details.

## 5 e-PO & Delivery



In the 8 SRM Straight Through Procurement environment, the supplier will automatically receive the e-PO once it is generated and approved. The supplier can review the e-PO and then do e-Conformation. Once the e-PO is confirmed, the supplier can generate e-Delivery notes from the e-PO and the enterprise can arrange for delivery inspection and acceptance and the [quality issues, accepted & returned quantities and warehouse information](#) will be automatically captured in the 8 SRM database and reflected in the e-PO.

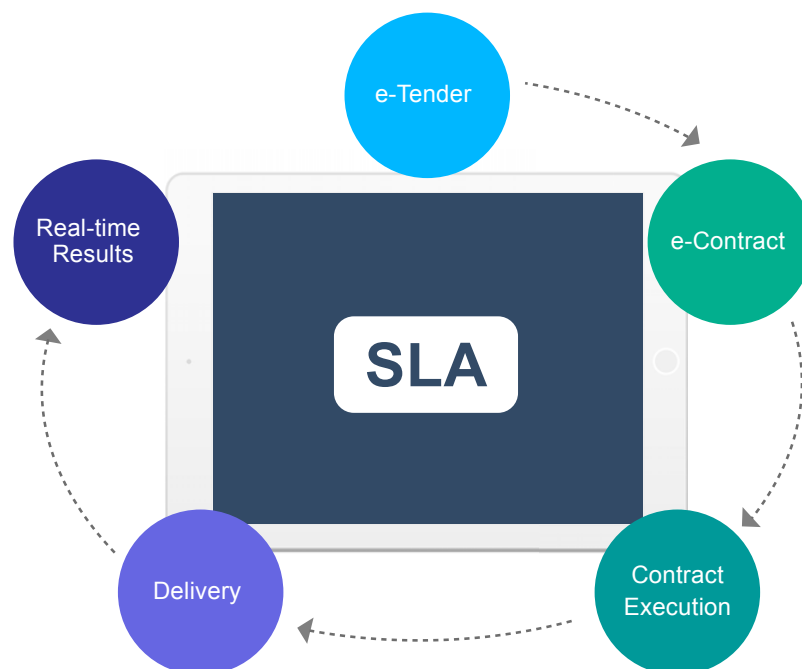
## 6 e-Invoice & e-Payment



Once the e-PO is confirmed, the supplier can automatically generate e-Invoice according to the payment terms defined in the e-PO and the e-Invoice will be automatically sent to the enterprise. The e-Invoice will trigger the Invoice Received approval process in the enterprise and once the Invoice Received is approved, the corresponding Payment Request will be automatically generated and if the Payment Request is approved, then the payment will be sent to the supplier automatically.

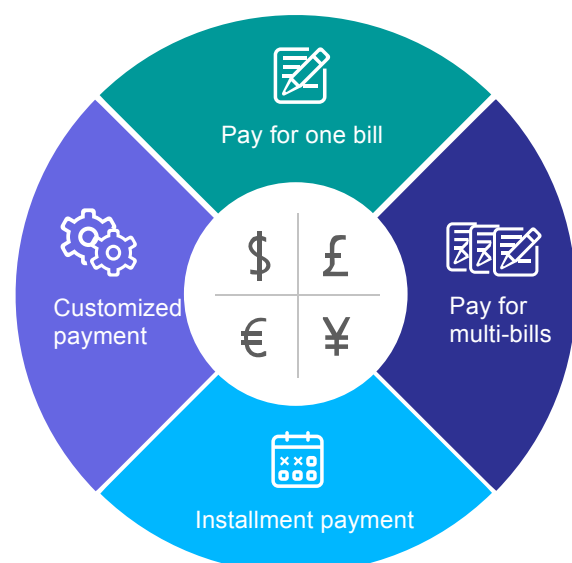
## 7 e-Contract & eSLA

An e-Contract can be automatically generated from the e-Tender after the final selection is complete. The user can specify price, deliverable, due date, Service Level Agreement (SLA), penalty, payment term and renewal information in the e-Contract. Once the e-Contract is set up, the supplier can start delivering according to the deliverable milestones defined in the e-Contract and delivery will automatically trigger review and acceptance on the enterprise side. The e-SLA results will be automatically captured and calculated in real-time based on the preset criteria. If an e-SLA result triggers a penalty, the penalty amount will be automatically aggregated and reflected in the Profit & Loss of the e-Contract.



## 8 e-Settlement

Both e-PO and e-Contract support payment terms, credit notes and adjustments. Multiple and/or special settlement methods which are supplier or product specific can be customized and linked in.



# Feature List

Feature	Description
<b>Supplier Mgmt</b>	
Info Mgmt	Support to record basic info of suppliers, such as region, industry, type, grade, product, status, etc.
	Support to record communications with suppliers.
	Support self-defined fields on the supplier page.
On-boarding Approval	Support self-defined appraisal criteria for supplier on-boarding .
	Support self-defined workflows for supplier on-boarding approval.
Performance Appraisal	Support performance appraisal for suppliers.
	Allow to score supplier performance and submit for approval.
	Support supplier classification by grade.
	Support to check the supplier blacklist.
	Support flexible definition of questionnaire content.
Risk identification	Support to connect TianYanCha business search platform to access suppliers' credit information.
<b>Purchase Demand Mgmt</b>	
Purchase Demand Basics	Support online filling and approval of procurement demands.
	Support setting purchasers by product type, who can generate purchase requests based on the approved purchase demand's products.
	Supports associating products of approved purchase demands with purchase requests.
<b>Quick Quote Mgmt</b>	
Quick Quote Basics	Support to record basic info of quick quote requests, such as name, responsible person, responsible group and product.
	Support one or more rounds of quick quote requests to multiple suppliers.
	Support to set start and end dates of quick quote requests which automatically start after the settings.
	Support association between quick quote and purchase requests .
	Support price ranking according to supplier quote info.
	Support quote approval.
	Support to generate purchase orders after price comparison is completed.
<b>Purchase Request &amp; Request Mgmt</b>	
Purchase Request & Request Basics	Support online submission and approval of the procurement requests.
	Allow to define different approval flows according to groups, cost levels etc.
	Auto check of procurement budget when submitting a procurement request.
	Able to assign procurement responsible person after the procurement request is approved.
	Allow to raise purchase request for products with info is already in Item Master and also for one-time purchase products with info entered on the fly.
	Able to fetch effective quotations of a desired product.
	Support quick-quote-request function.
	Track for the procurement execution results of Purchase Request.
Quotation & Quick Quote Process	Allow suppliers to quote online.
	Able to rank offers by quoted price.
	Support quotation approval.
	Allow to generate PO directly from the Purchase Plan or Purchase Request.
Standing Offer Mgmt	Auto reminding and generating product price inquires to suppliers according to different standing offer cycles.
	Support to convert standing offers to quotations and auto putting them in Quotation Master.



Purchase Order Mgmt	
Purchase Order (PO) Basics	Support to generate PO directly from the purchase request.
	Support user-defined PO approval flow.
	Support PO approval via mobile apps.
	Able to retrieve the agreed upon price from the quotations and blanket contracts.
	Auto comparison of the purchase price with the benchmark price in real-time and generating derivation alert.
	Support user-defined payment terms and goods delivery arrangements.
	Provide procurement cost overrun alert.
	Allow supplier to confirm PO and provide delivery info on line.
Goods Receipt	Allow to set rules for free quantity and under and over delivery.
	Push goods receipt notifications to the dashboard of the responsible person.
	Allow to receive the goods partially or exceedingly.
	Allow to receive free quantities.
	Support quality inspection process.
	Support goods return process.
	Support auto conversion of the goods received units to the inventory units before putting the goods in warehouse.
	Able to track down goods receipt status.
	Support quick supplier performance evaluation immediately after inspecting the received goods.
Quality Inspection	Support user-defined quality inspection template.
	Support goods quality control process.
	Support recording of inspection results.
Procurement Contract Mgmt	
Contract Basics	Allow user-defined contract types.
	Support basic contract info (e.g., Responsible parties, dates, cost items, payment terms, renewal)
	Allow to upload the contract attachments.
	Support recording of important interactions with suppliers related to the contract.
	Support contract budgeting and cost tracking
	Support the online contract approval flow.
	Support assignments of contract activities.
	Support contract on-hold.
	Support contract version Mgmt.
	Support contract evaluation.
	Support audit trail.
Blanket Contract	Support multiple types (e.g., fixed-price, time-and-material) of blanket contract.
	Support the end-to-end blanket contract process from establishment to fulfillment.
	Auto tracking execution of subcontracts or PO under the blanket contract.
SLA	Allow user-defined Service Level Agreements (SLA) based on pre-defined SLA types.
	Auto real-time tracking of each SLA actual against target.

Procurement Financial Mgmt	
Invoice	Support to generate invoices based on a single receipt or payment terms.
Statement of Account	Support to gather goods receipt notices and returns based on the periods to generate statements of account.
	Support sending statements of account to the supplier contact for confirmation.
	Support to deduct the supplier advance payment from the bill amount to calculate the actual account payable.
Payment	Support payment based on confirmed statement or invoice amount.
	Support correlation between payment amount and invoice amount, and to filter payment records with difference between payment amount and invoice amount.
Product Mgmt	
Info Mgmt	Able to store and maintain product info such as product name and product ID.
Price & History	Add user-defined fields in the product basic info page.
	Support product info access privilege control.
	Auto summary of product unit cost, total cost etc.
	Able to collect all the historical purchase records.
Benchmark Price	Auto calculation of the procurement benchmark price based on the minimum/average historical prices in quotations/PO.
Admittance Approval	Support product admittance approval flow.
Inventory Mgmt	
Warehouse Mgmt	Support warehouse location, storage type, partition and space definition.
	Support product inventory quantity, balance and outstanding requests for each item by warehouse.
	Support entering/exiting warehouse by warehouse location, storage type, partition and size (space).
Inventory Mgmt	Support different kinds of auto inventory adjustments including inventory increment or decrement by PO and manual adjustments. The system will record all the changes in real-time and provide instant updating of the inventory info.
	Support request from inventory, receive from inventory and return to inventory Mgmt.
Stock Transfer	Support pre-defined stock transfer strategy (e.g., FIFO), transfer request and transfer approval.
Stock Check	Support stock check mgmt.
Real-time Monitoring	
Expense Monitoring	Support to define cost budget by different cost classifications and provide budget approval mechanism.
	Support the real-time aggregation of the actual cost to each subgroups, subbranches and the headquarter.
	Provide cost overrun reminding.
Business Map (OGSM)	Support comprehensive Mgmt of all the key business info and KPI under one page.
Reporting & Alerts	
Standard Reports	Provide all kinds of real-time reports for purchase request, purchase order, procurement contract, supplier, invoice and payment.
Real-time alert	Allow user-defined alert rules and auto sending of alert messages for reminding, notification and escalation.
Org Chart & Control	
Org. Chart/Users/Roles Mgmt	Support to define enterprise org chart, client org chart and supplier org chart.
	Support to manage different titles of the internal users and their corresponding enterprises levels; approval rights can be assigned according to different enterprises levels.
	Allow login and non-login external users associated with different suppliers.
	Role-based access control -- separate general privileges, specific role rights to access to certain functions and specific data rights to access certain data.
Policy and Rule Mgmt	Allow user-settings of different policies and rules for different business processes and events.
	Provide audit trail to track for the changes of policies and rules, including time, users, original value and new value.

User Interface Personalization	
User Selected & Defined Specific Fields/Pages	Allow each user to select different fields and subpages for each major screen.
	Allow each user to define new fields of different types (e.g., text, numbers, date, money, system objects) in each major screens to capture of new info.
	Allow each user to embed user-defined fields in search criteria and display user-defined field values in each system object's listing page.
User-defined Menus	Allow each user to define major menus and the sub-menus within each major menu to be shown.
	Allow each user to define her "Attention" dashboards and the real-time display components to be used on each dashboard.
	Allow each user to define her default language, default page for each major menu and commonly used navigation flows.

**8** can provide best combination of standard products & redevelopment services for enterprise management and over 500 corporations in Asia are using our following modules on-premises or SaaS:

**8 CRM** : Corporate Client CRM and Consumer CRM

**8 Service** : Service Management

**8 SRM** : Supplier Management, e-Procurement and e-Tender

**8 PPM** : Project and Portfolio Management

**8 New Way** : Visual Agile and Lean

**8 Timesheet** : Resource Time and Cost Management

**8 EDMS** : Electronic Document Management System

**8 OA** : Office Automation

**8 HCM** : Human Capital Management

**8 All-in-one** : Enterprise Full Automation

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