Newgen's Tender Management Solution

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Overview

Effective tender management is important for winning contracts and building strong business relationships. However, manual processes, lack of transparency, and poor compliance adherence often hinder day-to-day operations.

Newgen's Tender Management Solution, built on the NewgenONE low-code platform, addresses these inefficiencies and streamlines the end-to-end tender lifecycle, from creation to contract awarding. The solution seamlessly integrates with the existing systems and third-party applications, providing extensive tracking and reporting features that ensure efficiency, transparency, and compliance.
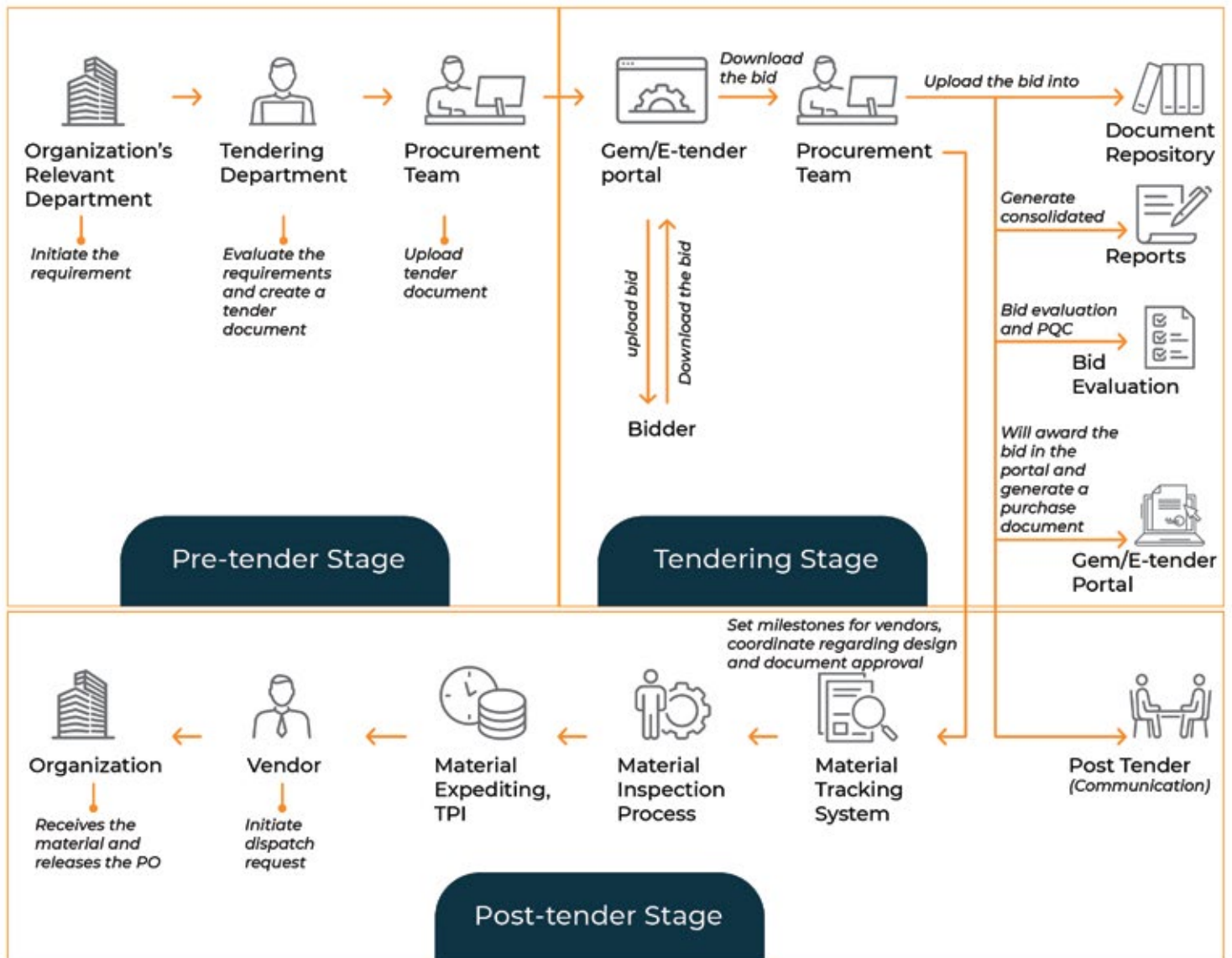
Day-to-day Challenges

- *Manual processes,* leading to inefficiencies, errors, and delays

- *Lack of transparency,* limiting visibility in the tender lifecycle and minimizing accountability

- *Compliance risks,* arising from manual record-keeping and fragmented systems

- *Lack of standardization in templates* for different tender stages, leading to inconsistencies

- *Difficulty in tracking documents* and managing documentation across different stages, resulting in miscommunications and missed timelines

Tender Lifecycle Framework

Pre-tender Stage

- **Organization's Relevant Department** — *Initiate the requirement*
- **Tendering Department** — *Evaluate the requirements and create a tender document*
- **Procurement Team** — *Upload tender document*

Tendering Stage

- **Gem/E-tender portal**
- **Bidder** — *upload bid / Download the bid*
- *Download the bid*
- **Procurement Team** — *Upload the bid into*
- **Document Repository**
- *Generate consolidated* **Reports**
- *Bid evaluation and PQC* **Bid Evaluation**
- *Will award the bid in the portal and generate a purchase document* **Gem/E-tender Portal**

Post-tender Stage

- **Post Tender** *(Communication)*
- **Material Tracking System** — *Set milestones for vendors, coordinate regarding design and document approval*
- **Material Inspection Process**
- **Material Expediting, TPI**
- **Vendor** — *Initiate dispatch request*
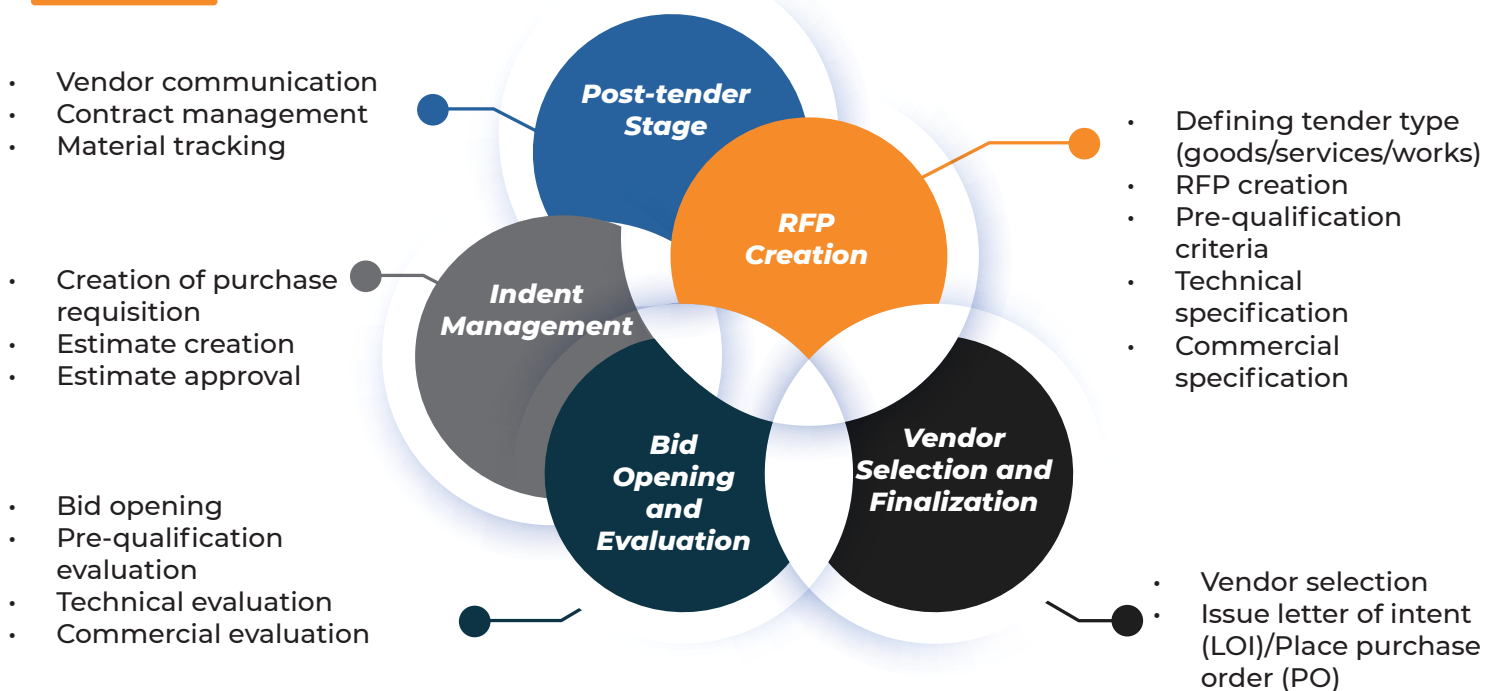- **Organization** — *Receives the material and releases the PO*

Go Paperless - Optimizing Tender Management with Newgen

Newgen's Tender Management Solution automates the end-to-end tender lifecycle management, from creation to contract awarding, ensuring seamless integration and collaboration.

The solution allows for intuitive tender creation, automated workflows, and efficient document management. Leveraging the online portal, users can efficiently manage vendors and simplify contract processes with standardized templates. Additionally, the solution offers real-time dashboards and detailed reports for users to ensure quick and informed decision-making.

Deployment
Scalable DevOps
Notifications and Alerts
Secure On-premise
Notifications and Alerts
Low-code Framework
Deployment
Strong Integration Ecosystem
Scalable DevOps
Detailed Audit Trails
Secure On-premise
Secure On-premise
Deployment
Notifications and Alerts
Deployment
Strong Integration Ecosystem
Strong Integration Ecosystem
Deployment
Scalable DevOps

Newgen's Tender Management Suite

- Vendor communication
- Contract management
- Material tracking

Post-tender Stage

RFP Creation

- Defining tender type (goods/services/works)
- RFP creation
- Pre-qualification criteria
- Technical specification
- Commercial specification

- Creation of purchase requisition
- Estimate creation
- Estimate approval

Indent Management

- Bid opening
- Pre-qualification evaluation
- Technical evaluation
- Commercial evaluation

Bid Opening and Evaluation

Vendor Selection and Finalization

- Vendor selection
- Issue letter of intent (LOI)/Place purchase order (PO)

E-tendering Solution Offerings

End-to-end Workflow Automation

Tender Process Centralization

- Centralize the entire tender process, including RFP/tender creation
- Implement automated approval workflows to streamline decision-making

Automated Stages of Tender Management

- **Pre-tender stage:** Prepare and plan activities before tender release

- **Tender stage:** Manage active tender process, including submission and evaluation
- **Post-tender stage:** Execute action steps after tender award, such as contract management

Integration Capabilities

- Ensure seamless integration with SAP and other systems

Digital Portal

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Vendor Registration and Submission

- Deploy a portal for vendors to register and submit their tenders efficiently
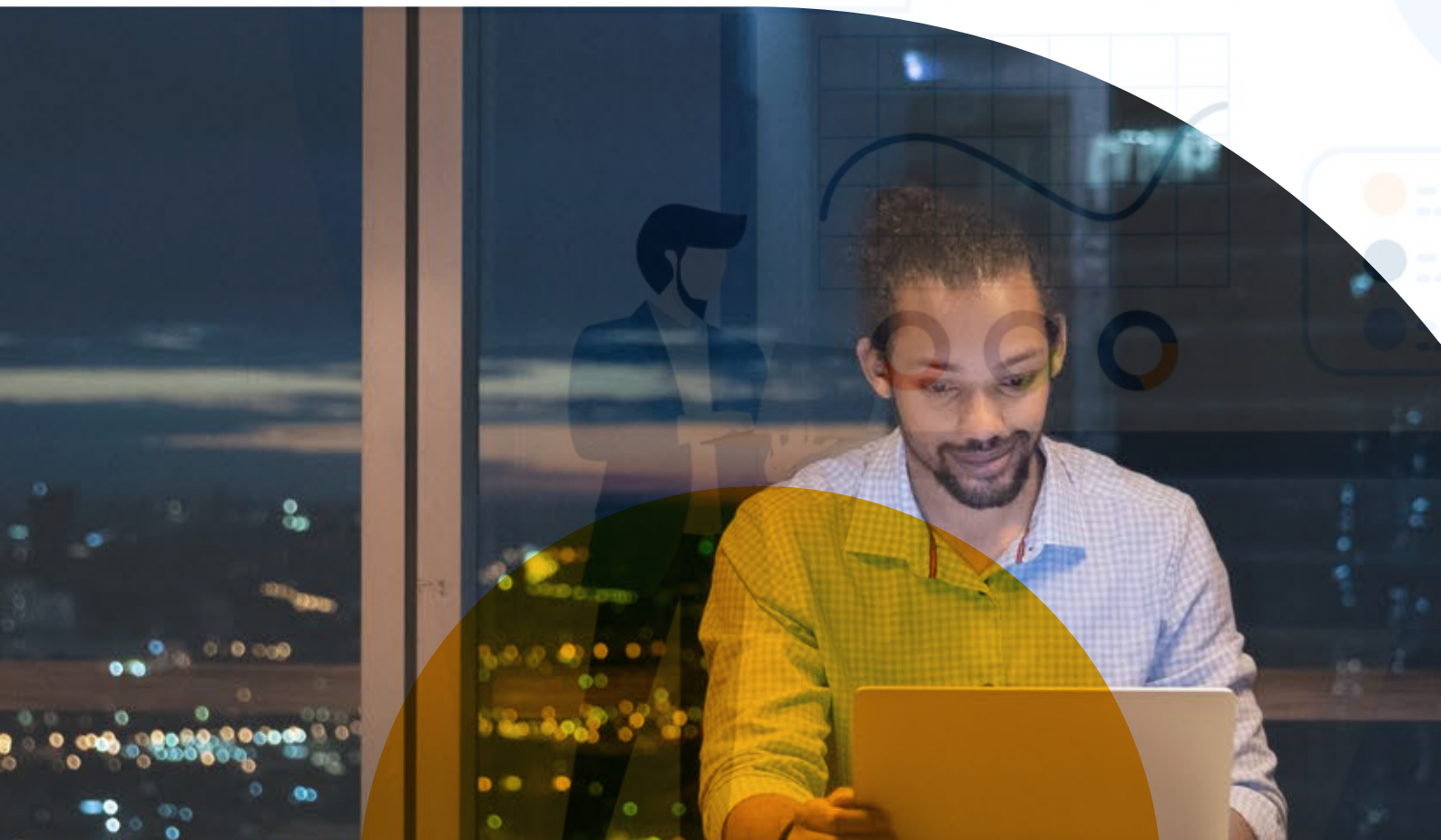
Tender Progress Tracking

- Track the status of tenders in real time

Compliance Adherence

- Ensure adherence to internal policies, legal requirements, and industry regulations
- Minimize errors, discrepancies, and instances of non-compliance

Comprehensive Document and Data Management

- Leverage a centralized repository for all tender-related documents and data
- Search, access, and retrieve vital data/information in real time

Reports and Dashboards
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Comprehensive Reporting

- Leverage detailed reports and dashboards to fetch critical tender information, including tender status, bid responses, and evaluation progress

Graphical Representations

- View key performance indicators via graphical visualization for better insights
- Highlight bidder engagement and timelines

Process Optimization

- Monitor and optimize the tender process effectively

Template Generation
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User-friendly Templates

- Use over 50 pre-built and standardized templates across various tender stages for better user-friendliness

Responsive Communications

- Roll out communications are relevant, personalized, effective, and compliant with regulatory standards

Business Achieved

- *Maximized Efficiency:* Shortened tender cycles boost workforce productivity

- *Improved Decision Making:* Standardized evaluation criteria and objective scoring improve the quality and fairness of tender evaluation

- *Enhanced Stakeholder Satisfaction:* Simplified processes, faster response time, and improved communications lead to higher satisfaction levels

- *Reduced Compliance Risks:* Automated compliance checks ensure adherence to regulatory requirements while minimizing risks

- *Better Transparency:* Increased visibility and auditability of the tender process

About Newgen

Newgen is the leading provider of a unified digital transformation platform with native process automation, content services, communication management, and AI/ML capabilities. Globally, successful enterprises rely on Newgen's industry-recognized low code application platform to develop and deploy complex, content-driven, and customer-engaging business applications on the cloud. From onboarding to service requests, lending to underwriting, and for many more use cases across industries, Newgen unlocks simple with speed and agility.