

Newgen **Purchase Requisition to Purchase Order** Solution

An efficient procurement process is critical for simplifying an organization's supply chain. Since manual and paper-based processes act as a bottleneck in the procurement lifecycle, organizations should embrace digital to ensure ideal vendor selection, timely payments and order delivery, and enhanced control and visibility.



Key Challenges in Procurement Management



Low visibility in the procurement process



Lack of mechanism for tracking open orders



No control over expenses



Duplicity in orders



Poor collaboration among users



Increasing supplier-related issues



Unattended requests



Lack of assistance in quote evaluation and selection

The Need of the Hour

Organizations need a unified and automated purchase requisition to purchase order (PR-to-PO) process to eliminate the hurdles in procurement management. The enhanced process can help financial leads and business owners make quick and legitimate decisions on purchases, thereby reducing the turnaround time and assisting in managing expenses.



The Newgen PR-to-PO Solution

The Newgen PR-to-PO solution tracks and manages each procurement made by the organization and complements the enterprise resource planning (ERP) system to automate manual touchpoints, bridge application silos, and enable business agility. Built on a low code digital automation platform, the solution integrates with ERP and seamlessly connects the respective process owners and other stakeholders to collaborate using a single, unified interface. It can also function as a lightweight, independent solution to facilitate non-complex requirements.

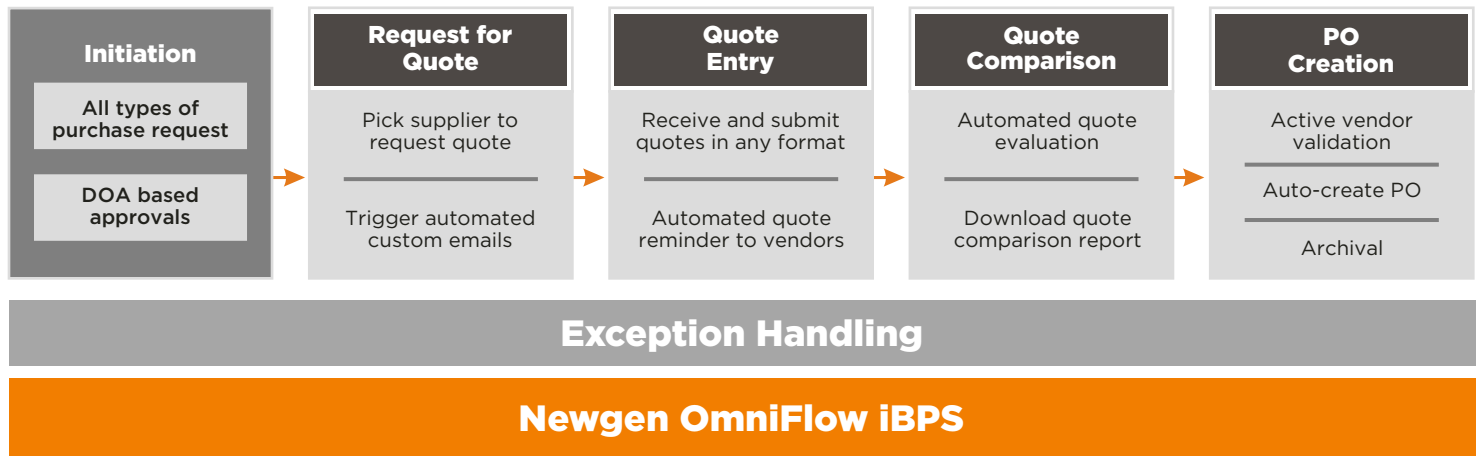
The solution evaluates the quotes received from different vendors and automatically highlights the top three, best-suited quotes to assist in vendor selection and raise the PO instantly. Once the PO is raised, the solution perpetually follows the respective delegation of authority (DOA) with enhanced, automated, and customized email alerts and assists in completing the approval process in no time.



Furthermore, the solution offers

- Dynamic workflow and master data management
- Simplified exception handling
- Audit trails, user comments, and history records
- Dedupe checking for items and transactions
- Alerts for inventory checking based on item quantity
- Quote entry screen to accommodate any quote format
- Excel-friendly and color-coded quote comparison reports
- Validations to check the receipt of all the requested quotes
- Quick access to send quote reminders to vendors
- Integration with the vendor onboarding process
- Validations on active vendors before raising POs

The Solution Framework



The Solution Highlights

Purchase Process Initiation

- Acts as a multi-channel gateway for raising purchase requests
- Attaches supporting documents per audit requirements
- Tracks every single item independently

Streamlined Procurement Process

- Maps end-to-end processes per standard operating procedures (SOPs)
- Routes every request to the purchase department after securing the necessary clearances
- Performs validation checks for every business activity until the PO is raised
- Defines and minimizes data entry for users
- Runs unlimited simulations to compare quotes instantaneously

Robust Administrative Tool

- Routes all requests through a predefined approval matrix
- Handles internal and external exceptions
- Minimizes the risk of miscommunication
- Takes care of unattended requests

Enhanced Business Security

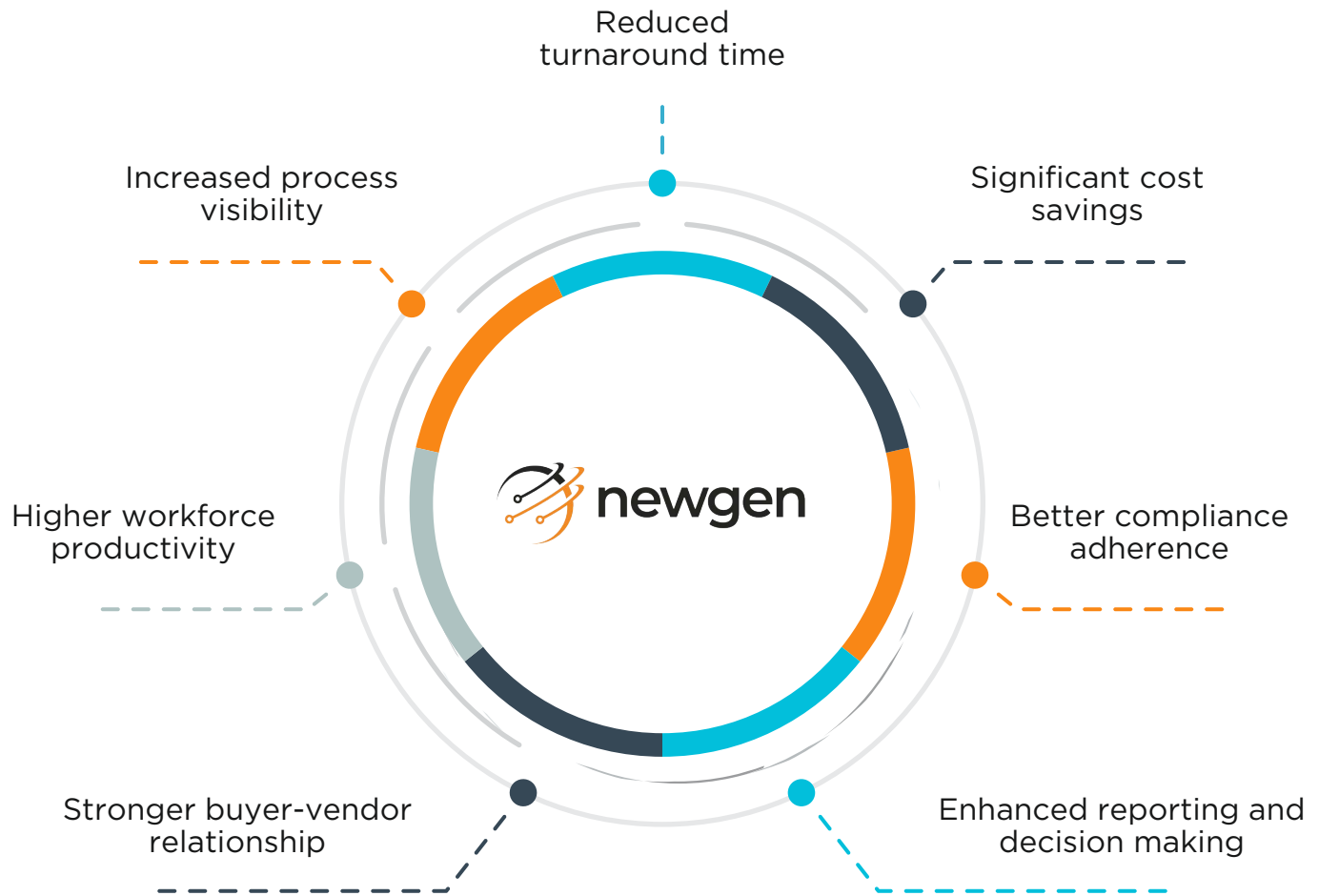
- Ensures compliance with SOPs during procurement
- Allows end-to-end backtracking of all purchase transactions
- Monitors the origin of requests from users and item details



How the Solution Works?



Why Choose the Newgen PR-to-PO Solution?



About Newgen

Newgen is the leading provider of a unified digital transformation platform with native process automation, content services, and communication management 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.

FOR SALES QUERY

AMERICAS: +1 (202) 800 7783

CANADA: +1-202-800-7783

AUSTRALIA: +61 290 537 174

INDIA: +91 11 40773769

APAC: +65 3157 6189

MEA: +973-1-619-8002, +971 44541365

EUROPE: +44 (0) 2036 514805

info@newgensoft.com
www.newgensoft.com

