



FSE ProcureNet System Overview

**FSE ProcureNet is an End-to-End
E-Procurement System, Fully
Integrated With Infor SunSystems**



Flaxem System Enterprises LTD



FSE ProcureNet End-to-End E-Procurement System

Modules



FSE ProcureNet, our end-to-end e-procurement system is a comprehensive digital solution that automates and streamlines the procurement process, from procurement planning to payment. This system leverages technology to improve efficiency, control over-expenditure, reduce costs, enhance transparency, and mitigate risks in the procurement lifecycle.

Seamless integration with SunSystems and other enterprise systems for financial and inventory tracking to ensure data consistency and accuracy.

Key Features



Budget and Procurement Planning:

- » Manage Integrated Budget with SunSystems
- » Prepare and upload Annual procurement plan
- » Approval for Annual Procurement Plan
- » Dashboard for spend Analysis

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Requisition Management:

- » Users can initiate procurement requests electronically, specifying details such as item description, quantity, and budget codes.
- » Automated approval workflows route requisitions to the appropriate authorities, ensuring compliance with internal policies.
- » Automated Budget checks to prevent over-expenditure
- » Supports raising unplanned requisitions when a need arises to request outside the procurement plan

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Supplier Management and Online bidding:

- » A centralized supplier database maintains vendor profiles, certifications, and performance history.
- » Online portal where the suppliers can register and apply for pre-qualification
- » Bidding portal for online submission of bids
- » Vendor evaluation tools enable organizations to assess supplier performance, quality, and delivery.

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Tender Solicitation Management (Request for Quotations and Request for Proposals, Request for Expression of Interest and Invitation to Bid) :

The system facilitates the creation and management of Tender Solicitation documents for procurement categories

- » Consultancies - RFPs and REOs
- » Low value/Simple purchases Goods, Works and Services - RFQs
- » High Value/Complex procurements for Goods, Works and Services - ITBs/RFBs

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Tender Management

- » Tender publication
- » Tender communications i.e Receiving and responding to complaints, clarifications.
- » Bid opening.
- » Bid evaluation and Award Procedure selection.
 - Least Cost Selection
 - Quality Cost Based Selection
 - Fixed Budget Selection
 - Quality Base Selection
 - Consultancy Qualification Selection
- » Contract negotiation and Award.
- » Contracts management

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Catalog Management:

- » Organizations can maintain catalogs of frequently purchased items, streamlining the procurement of common goods.
- » Catalogs may include negotiated prices, product descriptions, and images for user convenience.

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Purchase Order (PO) Generation:

- » Automated PO generation ensures that approved requisitions are converted into purchase orders efficiently.
- » Users can track the status of their orders in real-time

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Contracts Generation and Approval:

- » Generate contracts, approve and sign in the system
- » The contractor reviews and signs in the system

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Contracts Management

- » Manage the execution of a contract
- » Receive and approve contracts progress reports
- » Make addenda to the contract
- » Assess contractor performance and issue a certificate of completion

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Invoice Processing:

- » Online submission of Invoices by Suppliers/Service Providers
- » Electronic invoicing reduces manual data entry and errors.
- » Automated three-way matching of POs, receipts/Delivery notes, and invoices ensures accuracy.

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Vendor Collaboration:

- » Collaboration portals enable vendors to submit invoices, track payment status, and communicate with procurement teams.
- » Vendor self-service capabilities streamline interactions.

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Compliance and Reporting:

- » The system enforces procurement policies and compliance with regulations.
- » Robust reporting and analytics tools offer insights into procurement performance, spend analysis, and supplier performance.

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Integration:

- » Seamless integration with SunSystems and other enterprise systems, such as ERP (Enterprise Resource Planning), finance, and inventory to ensure data consistency and accuracy.

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Asset disposal (Auctioning, donation):

- » Online portal to manage disposal of assets
- » Bidders bid on the portal
- » System generates evaluation results for award

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Email and SMS integration for notifications:

- » Get notified whenever there is an approval task on your workflow
- » Get reminders for delayed approval actions

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Benefits

Cost Savings:



- » Streamlined procurement processes reduce operational costs and Competitive sourcing and negotiation tools help organizations secure favorable terms.

Efficiency:



- » Automation reduces manual intervention, accelerates processing times, and minimizes errors.
- » Electronic documentation and approvals enhance speed and transparency

Supplier Performance Improvement:



- » Vendor evaluation tools drive supplier accountability and lead to improved service quality.

Reduced Cycle Times:



- » Faster procurement cycles enable organizations to respond quickly to changing market conditions.

User Satisfaction:



- » Self-service features and user-friendly interfaces simplify the procurement process, leading to higher user satisfaction.

Transparency and Compliance:



- » Detailed audit trails and reporting capabilities ensure transparency and accountability.
- » Compliance with procurement policies and regulations minimizes legal and financial risks.

Strategic Decision-Making:



- » Rich analytics and reporting enable data-driven decision-making.
- » Procurement teams can identify cost-saving opportunities and optimize supplier relationships.

Our end-to-end e-procurement system is a transformative solution that modernizes and enhances the procurement function within organizations. Its array of features and associated benefits drive cost savings, operational efficiency, supplier performance improvement, compliance, and strategic decision-making, ultimately contributing to organizational success and sustainability.

Upcoming Modules/Functionalities

Inventory Management

- » Take stock of current Inventory
- » Dashboards of Inventory movements
- » Reminders for stock re-orders
- » Requisitions and Issuance of Inventory items
- » Integration with General Ledger for Journal Postings

Utility and Subscription Payments Management

- » Requisitions for Payments of utilities
- » Upload of Invoice/Bills documents
- » Approval for payments
- » Confirmation of payments
- » Integration with General Ledger for Journal Postings

Imprest Management

- » Requests for Imprests
- » Approval for Imprest Requests
- » Retirement of Imprests
- » Integration with General Ledger for Journal Postings



Contact Us

We value every opportunity to connect with our clients and partners. Whether you're exploring our solutions, seeking technical support, or looking to collaborate, the Flaxem team is ready to assist you.

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