



Business Objectives

- Create the structure to centrally manage state-wide procurement contracts and associated documentation from contract creation through termination.
- Provide the electronic sourcing tools and workflow required to streamline the State's procurement processes.
- Promote a more open government marketplace by providing the state procurement professionals, state vendors, and end users an array of online self-service and collaboration tools.
- Centralize and automate the capturing and collection of core procurement information to better leverage state spend.
- Provide electronic controls and evaluation tools to support the State's procurement performance management processes.
- Integrate eProcurement processes with the state financials and asset management.

Core Functionality

Electronic Requisitioning

- Provides easy self-service web-shopping system via online catalogs of products and services available on statewide contracts, streamlines employee ordering and lowers procurement costs by reducing transaction overhead and controlling maverick spending
 - **Benefits** - provides simplified and reduced signature routing, reduced paper requisitions, automates receipts and returns, and simplifies creation of open item and history reports

Strategic Sourcing

- Enables buyers to create buying events, permits suppliers to respond to procurement actions, allows purchasing agents to analyze supplier responses and make awards
 - **Benefits** - less mailing and waiting time, reduced paperwork, easier bid comparisons, easier maintenance of bidder information and reduced paperwork files and time

Supplier Contract Management

- Standardizes contract processes, reduces time-to-contract, and drives contract compliance
 - **Benefits** –electronic vs paper contracts that are easily modified and can be monitored for activity, electronic version control, ties to creating of POs and makes finding contracts for specific items easier through enhanced search capabilities

Supplier Self Service

- Two-way online communication with suppliers enabling self-service access to register and change their bidder information and access to outstanding POs and payment status
 - **Benefits** - less paperwork, faster communications, less administrative time, and easily available information for suppliers