



## Benefits

- Manages the entire purchasing process from initial order to final invoice payment
- 100% secure web-based procure-to-pay solution with no hardware or software to install
- Improved cost control
- Reduced risk of fraud
- Consolidate vendors
- Save time
- Improve transparency
- Improve P2P automation
- Increase efficiency
- Reduce transaction cost
- Reduce handling time
- Improve capital control
- Real-time reporting allowing complete visibility
- Easy to use and learn
- Environmentally friendly

## ConvergaP2P Buyer

*Buyer* is an easy to use and deploy application providing your organisation with cost effective structured procurement processes and improved control. The module can be used as a standalone product and/or in conjunction with your current ERP based purchasing system simplifying the process of initiating and approving purchase requisitions. In addition, *Buyer* is a value added module of the ConvergaP2P (Procure 2 Pay) suite of out of the box applications. As such it can be used with other modules to further increase control, efficiency and visibility throughout the procure-to-pay (P2P) cycle. When used in conjunction with your ERP ConvergaP2P provides the most automated transaction processing platform in the market today.

*Buyer* manages the workflow and events connected with procurement of goods and services. The solution provides users with an intuitive interface in which to create purchase requisitions, route them for approval, manage goods receipts and reconcile supplier invoices. The product simplifies the procurement procedure and the subsequent invoice matching process.

Purchase requisitions can easily be created by picking goods or services from a catalogue database managed in *Buyer*. Users can be given permissions to buy certain goods and if bought off catalogue be limited to approved suppliers with negotiated discounts. In addition free text or ad hoc purchases can be managed through roles based settings. The system proposes cost allocation coding from a system generated template which can be set up based on previous purchases. After the requisition is created it will be sent in accordance with the company's authorisation and approval matrix. When the requisition is approved, the system automatically creates a purchase order, which is forwarded to the supplier.

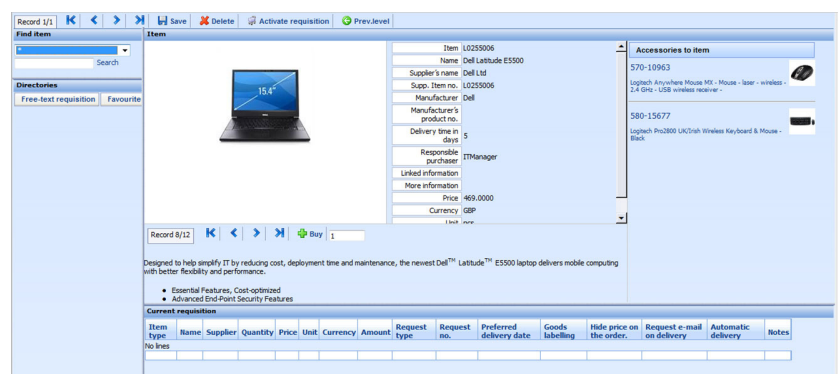


Figure 1: ConvergaP2P Buyer



## Converga's Digital Solutions:

- Procure 2 Pay
- Paperless Accounts Payable
- Digital Mail
- Form Processing
- Claims Management
- Contracts, Case & Records Management
- Scanning and Data Extraction



## ConvergaP2P Buyer

### **Operational expenses (OPEX) as well as Capital expenditures can be managed by the system**

Also available with *Buyer* is a CapEx module that can be used for approving capital expenditure and checking against budget limits and authorisation rules before goods and/or services are ordered. A vital key feature of the module is the product's ability to convert approved requisitions into purchase orders and submit these to the vendors.

*Buyer* is a highly configurable and flexible product, both with respect to technical integration and customisation of the user interface. The solution is web based.

In addition to increasing efficiency and reducing expenditures related to procurement procedures, *Buyer* provides increased corporate control, transparency of operations and reduced risk of human error.

*Buyer* is a key component in the ConvergaP2P product family. Used in conjunction with our other products, *Buyer* takes you one step closer to a fully automated Enterprise Purchase to Payment Environment. The ConvergaP2P suite includes:

- Invoice
- Buyer
- Contract
- SupplierPortal
- Dashboard

Our Enterprise Purchase to Payment solutions automate the buyer-supplier value chain, providing efficient workflows, increased corporate control and effectiveness, flexibility to change, regulatory compliance and corporate control.

ConvergaP2P is not merely about process automation. As an enterprise business platform it allows your organisation to consider a strategic approach to business agility and change management in an environment characterised by increased globalisation, changing demands and increased competition. Our Solutions are designed to increase control, reduce risk, secure effectiveness of internal controls and achieve accountability for accurate accounting. ConvergaP2P contributes to improved corporate governance, by optimising process accuracy, securing accountability and providing access to reports and documentation, enabling compliance to regulation through out the organisation.

Interested in discussing? Contact us today.

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[www.converga.com.au](http://www.converga.com.au)



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