

Integra Catalogue Expert

e-Procurement

Delivering true cost-savings from eProcurement is dependent on accurate product and pricing information. Integra Catalogue Expert provides organisations with the most cost effective way to produce and access high-quality catalogues, containing up to date accurate information, with pricing and products specific to each user within each organisation.

Integrated Business Solutions

eProcurement has been widely adopted by many organisations, typically offering access to online ordering and electronic workflow for approval of goods and services.

Many organisations have also adopted electronic catalogues, either maintained manually or by accessing third party marketplaces.

Whilst this has helped streamline the purchase of goods and improved contract adherence, it can cause confusion to requisitioners and even bypass budget checks and authorisation.

The overhead of manually maintaining catalogues can also be considerable.

Integra Catalogue Expert (ICE) is an efficient multi-supplier catalogue solution, which allows the amalgamation of catalogues, from a number of sources and in varying formats, to a single catalogue for use within the organisation.

This can include catalogues from marketplaces, suppliers and locally managed items covering products and services; providing a single point of access for requisitioners and buyers.

Search, compare and order items.

With this functionality, ICE enables organisations to automatically download and convert catalogues from marketplaces and suppliers presenting users with a full listing of goods and services accessed through a single solution.

This approach helps to reduce costs associated with amending orders and significantly lowers invoice error rates.

Catalogues can be published to end users in a controlled manner; this allows organisations to dictate how search results are displayed, for example, contract or lowest value items shown at the top of a list.

One of the key benefits to ICE is that these 'volatile' catalogues are held outside of the locally maintained catalogues.

This ensures that, whilst catalogues can run into hundreds of thousands of items, search results are returned almost immediately.

Controls are provided within ICE to ensure that :-

1. Only appropriate items, as defined by users, are downloaded as part of the catalogue.
2. Only appropriate items may be ordered by each member of staff and or location.
3. Staff may also be grouped according to the role they perform and again, only be presented with appropriate items to purchase.
4. As circumstances change, items and categories of items may be quickly suspended from being available to purchase.

Control over the downloading of catalogues is provided with the scheduling functionality within ICE.

This allows automatic downloading of catalogues at preset times and frequencies e.g. daily or weekly at a certain time.

The system also provides the flexibility to download data as and when required e.g. whenever it is known that the supplier has updated their catalogue.

Benefits

- Single Point of entry for all items
- Significant reduction and elimination of duplication
- Improved data entry speed
- Improved visibility of order position
- Improved budgetary and financial reporting
- Greater adoption of procurement practices
- Ease of roll out to new users

Professional Services

Capita IB Solutions has an excellent track record of delivering expert support and consulting to Public, Private and Not for Profit Organisations. Ranging from top-down business analysis and enterprise modelling to database design, application implementation and tuning, a comprehensive package of methodologies, support, training and consultancy services has been developed to ensure the success of all projects within a defined framework of quality, cost and time.

Business Strategy	Technical Support	Healthchecks	Implementation & Design
Our consultants can work with you to ensure your business strategy is supported by coherent and business-aligned systems.	We offer a full range of technical consultancy and support services to ensure the effective delivery of your Integra solution.	Our regular healthchecks review the solution architecture and recommend changes or enhancements.	We assist clients during all phases of the development life cycle, with teams encouraged to acquire the knowledge to maintain and support the systems.

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Superfluous information held within the catalogue may be bypassed, with the system only downloading the information necessary to allow staff to requisition or order items.

Where information necessary to the purchasing process is missing from the supplier catalogue, default information may be automatically inserted as part of the download process, where appropriate.

ICE will also provide facilities for the upload of maintained catalogues without the need for an annual subscription to a marketplace.

The key benefits of ICE over disparate catalogues are:

- Single Point of entry for all items, including locally maintained contracts and stock items
- Significant reduction in eliminating duplication of reference data
- Improved data entry speed as all information is held locally
- ‘Offline’ ordering if marketplaces / websites are unavailable
- Improved visibility of order position: ordered/receipted/invoiced from all sources

- Improved budgetary and financial reporting
- Greater adoption of procurement practices
- Ease of roll out to new users
- Trend analysis of catalogue pricing through Integra
- Greater adherence to contracts
- Reduced error rates associated with invoice entry and matching
- Greater security around catalogue management and access
- Visibility of changes to prices and description with optional approval prior to publication
- Reduced costs associated with marketplace fees and subscriptions