

finance & accounting

eProcurement

business intelligence

document management

eBusiness solutions

eQuotation System Data Sheet



The management of quotations has traditionally involved a protracted paper circulation exercise within many organisations and; indeed, with their potential suppliers.

This can lead to many issues, including delays in procurement, loss of visibility in the process and mislaid documents.

The Integra eQuotation System (eQS) has recently been introduced as a new sub-module to enable the streamlining and centralisation of the quotation management process.

The business process enhancements will enable users to save time and money, as well as improving procurement procedures.

Operation

The system allows purchasing users to enter a list of goods and services required via product and/or category codes, as well as the selection of the approved suppliers that they wish to invite to provide quotations.

The quotation entry is then either saved and sent to suppliers or saved for sending at a later date.

Having selecting the save option, the user can dispatch to suppliers at a later date either by re-opening the quotation entry and selecting save and send, or, alternatively, by using the Bulk Quotation Issue screen to view and send all open quotation requests and selecting those they wish to action.

On receiving the quotation request email, suppliers have the choice of using paper-based quotes or by accessing the link contained within the email. This link directs them to a website that enables them to enter details of their response.

Once the quotation request submission date has expired, the data is automatically downloaded to Integra, where the user will select a preferred supplier. The following actions, subject to proper authorisation, can then take place:

- Creation of a requisition
- Creation of a purchase order



