



ADVANCED RFQ MANAGEMENT

Request for Quote (RFQ)

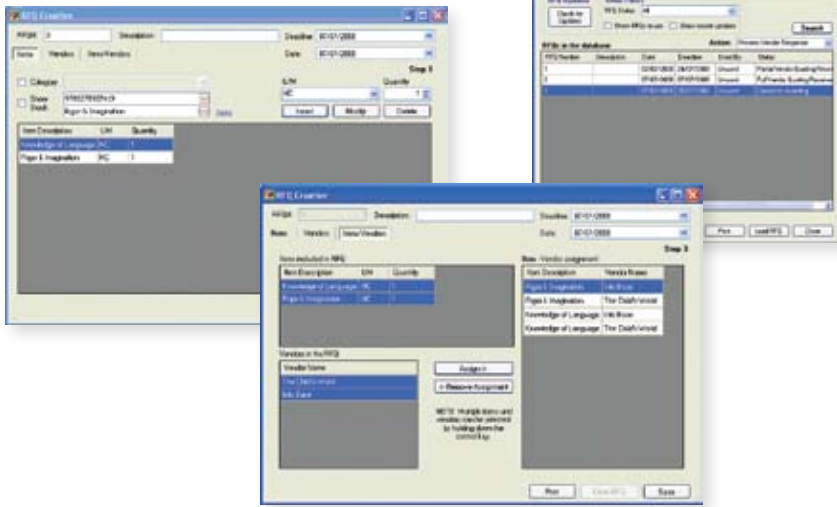
SIMMS Request for Quote (RFQ) allows for one-step translation of a requisition into a paperless RFQ document that can be emailed to selected vendors for competitive pricing via a buyer and supplier accessible system (portal) for managing requests for quotes (and other kinds of supplier requests). Once responses to the RFQ are received, the information found there can be used to easily edit the requisition which can then be routed for additional approvals, or posted into a purchase order. The responses can also be attached as documents to any line item in the requisition so approvers can view them in a centralised location. The RFQ Module reduces costs by ensuring the lowest price available from suppliers, RFQ streamlines buyer tasks and increases RFQ visibility, analytics, and controls – taking your buyers to the next level. Used in the preparation of tender documentation or for a simple price gathering exercise, the RFQ is a formal invitation sent to one or more suppliers for the cost and availability of goods or services.

WHAT SIMMS CAN DO FOR YOUR BUSINESS

- Assists you to manage supplier costs
- Enables you to easily compare quotes
- Maintains details suppliers information
- Streamlines supplier transactions

The Inventory Software you can rely on





RFQ MODULE FEATURES

RFQ is a particularly important strategic sourcing product, which automatically generates a purchase request for each successful supplier.

- Determine the best price and terms for an order.
- Input manually or generate from existing order or remote request.
- Manually input goods or services required or select from item file.
- Produces pick list of relevant suppliers based upon cross-referenced criteria.
- Show a supplier's performance statistics from previous RFQs.
- Produces individual documentation for each supplier.
- Records suppliers' response including price and lead times.
- Generates a bid analysis sheet to assist in supplier appraisal.
- Award items to one supplier or split them between several suppliers.
- Manage highly complex non-commodity buying, as well as easier to manage commodity buying.
- Create an RFQ from an existing requisition, or simply enter your bid items and selected vendors.
- Create unique vendor access through web portal with user name and password for immediate responses.

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SUPPORT SERVICES

World-class support is one of the principal reasons that Invotec is a leader in the Inventory Management arena.

Training

Invotec offer a wide range of options. We offer on-site or online training and implementation expertise.

Support

There are several support plans to choose from empowering you to pick the plan that works for your company.

Upgrades

Upgrades for SIMMS as they are released. You will always have the latest, most current version of SIMMS.

Pre-paid Support

Purchase a block of support service time to ensure the smooth operation of your system on an ongoing basis.

- Print, fax or email completed Request for Quotations to selected vendors. Then enter the vendors quotes into the system as you receive them or have the vendors submit bids using the SIMMS RFQ Portal, along with discounts, terms, shipping charges and lead days. All Purchase Order information can be reviewed and modified before launching the actual order.

Like requisitions, RFQs are easily modified until they are converted to purchase orders. Amended RFQs can also be transmitted directly to vendors.

