



## Procurement

**Streamline shopping, requisition approval, purchase orders and confirmation of receipt of products and services.**

*Simplify procurement*  
while increasing  
control and  
reducing costs.

Unimarket simplifies the procurement process by bringing all of your procurement into one place and connecting you with internal and external stakeholders in an interactive and collaborative environment.

We make shopping simple. Users are able to easily find what they need, place orders quickly, and do it confidently because they know they're buying from the right suppliers at the right price.

We automate the entire process. Budgets can be checked, requisitions are routed through flexible approval workflow chains, and purchase orders are delivered electronically to suppliers upon approval. All of this with no paper while enforcing your purchasing policies.

We make sure you never pay for a product or service you haven't received by allowing users in central receiving, at their desk or on the move to electronically record receipt of products and services.

### Start fast

Our cloud-based, SaaS model means there's no software to install and updates are automatic so you get started quickly with low IT overhead.

### Tools for everyone

We provide easy-to-use, intuitive tools to support the needs of different types of users throughout your organization leading to broad-based user adoption and a high percentage of spend under management.

### Improve control and visibility

Control spend and visibility by making it easier to purchase from contracted suppliers and by using system-enforced workflow approvals to increase purchasing transparency before orders are delivered to suppliers.

### Leverage buying power

With more spend under management, improved control and clear visibility into what you are buying and from whom, you're ready to begin leveraging your buying power like never before.

Let's *connect and talk* about how we can help you get procurement done right.

# Put these features to work in your organization.

## Marketplace

Unimarket Procurement is fully integrated to our supplier marketplace, making it easy for users to search supplier catalogs to find everything they need. Suppliers receive orders and send invoices electronically, saving them time and speeding up payment.

## Intuitive online shopping experience

To make purchases, users simply add the items they need to a shopping cart using our intuitive shopping interface. It's just like shopping online at home. They can then either check out, save the cart and return to it later, or reassign the cart to another user.

## Requisition manager

Once check-out is complete, requisitions are automatically created with line-level account coding and sent through your specified approval workflow. The order is sent to the supplier electronically and the supplier sends their invoice electronically once the order is fulfilled.

## Approval workflow

Our highly configurable solution allows organizations to define approval workflows that match their unique purchasing policies.

## Order manager

Automatically deliver approved purchase orders to suppliers using email or through direct integration to the supplier order fulfillment system.

## Quick quote

Drive competitive pricing by soliciting product or service quotes from multiple suppliers simultaneously and comparing their responses side-by-side.

## Non-catalog orders

No catalog? We have you covered. Create requisitions for non-catalog goods and services which are sent electronically to suppliers allowing you to capture, track and report on all supplier spend.

## Change orders

Modify purchases even after the requisition has been approved and the purchase order has been sent to the supplier.

## Blanket orders

Allow users to purchase products and services with a pre-defined budget over a specified time-frame to achieve the ultimate in control and flexibility.

## Custom forms

Capture all the information you need to justify purchases or better track spend by appending any one of our highly configurable custom forms to requisitions.

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