onventis
BUYER

The spend management solution
for the digital transformation of
procurement and financial processes

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1 Source-to-Pay: Digital transformation of procurement processes

Source-to-Pay, or S2P, describes the entire end-to-end procurement process. The S2P process begins with a need, and then goes from strategic and tactical Source-to-Contract processes to operational procurement, and goods and invoicing and ends with payment and accounting. Managing suppliers and spending is part of the procurement cycle. Supplier management and spend analytics are crucial processes, as they ensure both a secure supplier base and the continuous optimization of all procurement processes.

The demands in the procurement environment are constantly increasing due to current issues like supply chain risks, socially responsible behavior, and sustainability goals. Buyers find themselves caught between the conflicting priorities of security of supply, quality assurance, and cost savings. A digital Source-to-Pay solution can help. Data is consistently structured, and time-consuming manual procurement tasks are automated. Value creation is increased, and there is more room for new strategic tasks.

STRATEGIC PROCUREMENT
Strategic procurement is about the derivation of the sustainable sourcing strategy based on the overall corporate goals.

TACTICAL PROCUREMENT
The tactical procurement process includes the sub-process steps of defining need, carrying out invitations to tender and procurement auctions, as well as the completion of contracts.

OPERATIONAL PROCUREMENT
The operational procurement process starts in acute need cases, includes the sub-processes of the requisition and ends in invoice payment to the supplier.

1.1 Holistic procurement from the cloud

Holistic digital processes make a significant contribution to lowering costs, increasing efficiency, and making enterprises more resilient. These are prerequisites for maintaining competitiveness in the long term, and procurement plays a key role. S2P includes many process steps that are decisive for the business success of a company. The logical and necessary consequence is, therefore, to digitalize and automate the entire process.

Onventis All-in-One procurement represents the digital transformation of all S2P processes in a system: You can steer your business expenses from supplier management and tenders, from contract, order and invoice management, to travel expenses and receipt accounting. Our cloud-based applications automate strategic, tactical, and operational procurement tasks, including the connected financial processes like invoice processing based on robot-assisted posting and accounting.
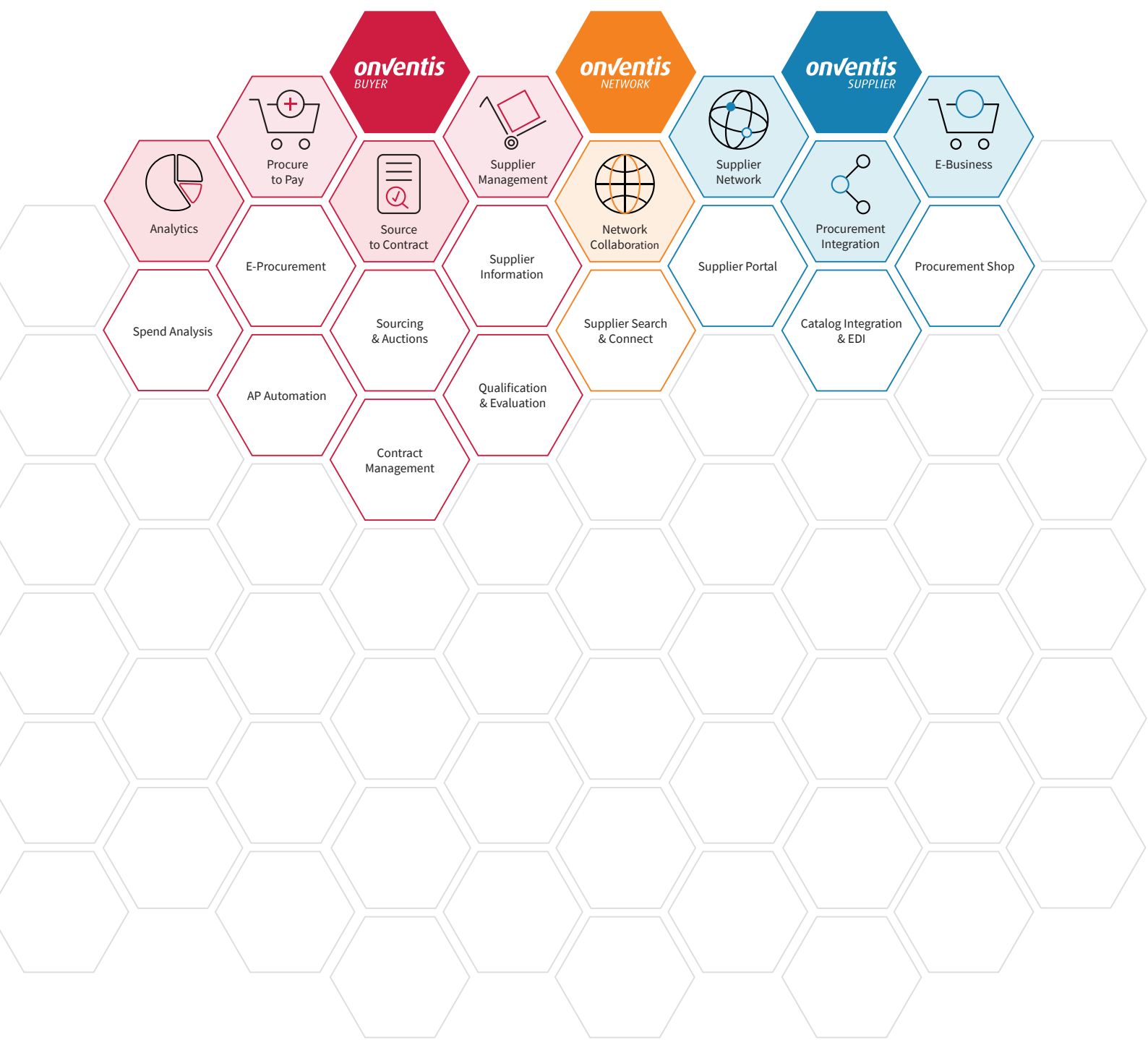
Intuitive interfaces guarantee quick acceptance in the daily routine of digital procurement. All transactional and master data involved in the procurement process are seamlessly integrated into the ERP system. Procurement processes are consistently evaluated with spend analytics and suppliers are integrated into the procurement processes. Digital and automated processes leave more time for strategic tasks, increase procurement quality, and reduce process costs sustainably.

1.2   Spend management solution for procurement in medium-sized companies

What's important for procurement and finance departments in medium-sized companies? A system for all procurement processes and invoicing automation instead of a best-of-breed approach with complex integration projects. An additional plus are short project timelines with lean scope and low implementation and consulting costs. And everything easily networked with intuitive user interfaces. In other words: Onventis All-in-One Procurement.

Source-to-Contract			Procure-to-Pay		
SOURCING	SUPPLIER MANAGEMENT	CONTRACT MANAGEMENT	PURCHASE & CATALOG MANAGEMENT		INVOICE PROCESSING
			Request → Approval → Order → Delivery	Invoice → Reconci-liation → Payment	
SPEND ANALYTICS					
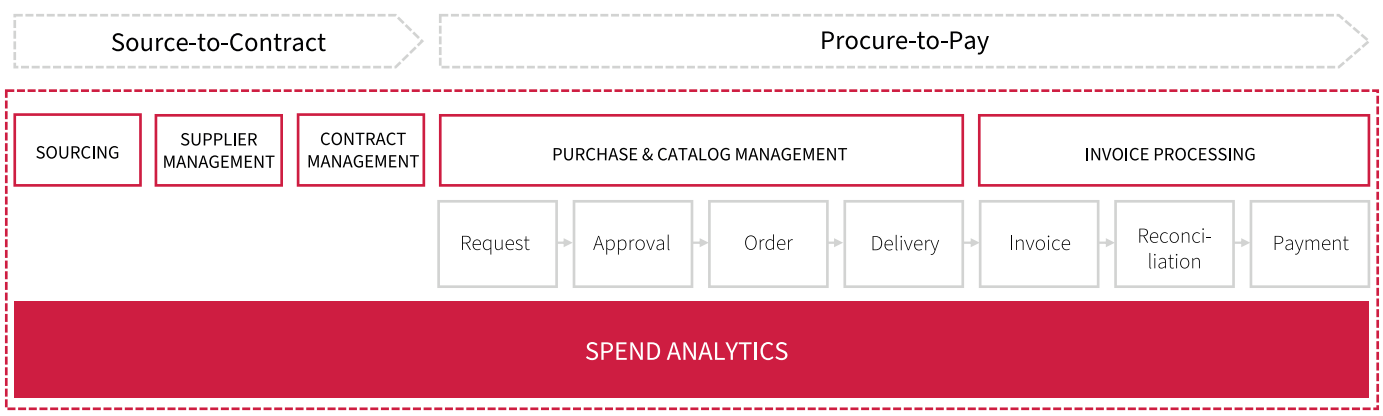
> While we have covered over a dozen providers with source-to-pay capabilities, and a dozen more with either S2C or P2P that can be combined with their brethren to provide full S2P capability to a client, we find Onventis to be one of the few breaths of fresh air we have covered in recent years.
>
> Michael Lamoureux | Spend Matters | Lead Analyst & Futurist

Spend Matters®
Solution Intelligence for Procurement

2 Source-to-Contract: From needs assessment to contract management
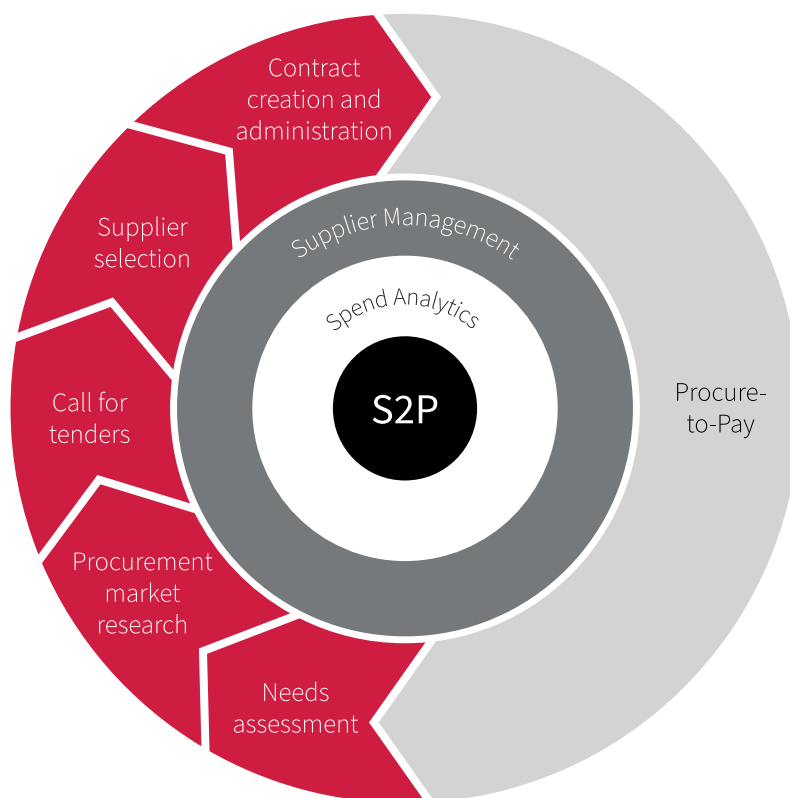
2.1 Achieve maximum effectivity through tactical procurement processes

At the beginning of every procurement process there are various requirements to fulfill for the enterprise, the department, or the users. This is where the Source-to-Contract modules come into play. They cover the sub-process steps from need determination, calls to tender and procurement auctions, to contract awarding and management. In the process, measures are implemented that help achieve long-term procurement strategies in the medium term. The primary objective of the tactical purchasing process is to increase procurement effectiveness.

To achieve this, there are multiple instruments that contribute to procurement goals in the medium term. When a need arises, various requests (RFI, RFP, RFQ) can be carried out after procurement market research. Then the best suppliers are selected, for example by means of TCO analyses or procurement auctions. Contract management completes the Source-to-Contract process and triggers the operational procurement process.

Digitalised and automated needs registration, tendering, awarding, and contract management play a key role in optimising tactical procurement. This creates the foundation for a seamless end-to-end process from the needed item to inquiry and order to invoice processing.

2.2   Infrastructure for needs: Create the best starting point for procurement

The Onventis Source-to-Contract solution digitalises tactical procurement holistically. The S2C applications deliver efficient solutions for supplier selection, RFIs, RFQs, RFPs, calls to tender, auctions, and contract management.

Onventis Source-to-Contract

SUPPLIER SELECTION
■ Price comparison
■ Award approval
■ Procurement auctions

CALLS TO TENDER
■ Market research
■ Document exchange
■ Questionnaires

CONTRACT MANAGEMENT
■ Contract administration
■ Framework agreements

Onventis
Source-to-Contract

DEMAND SOURCES

VALUE CONSTRIBUTION CALCULATION

FOLLOW UP PROCESSES
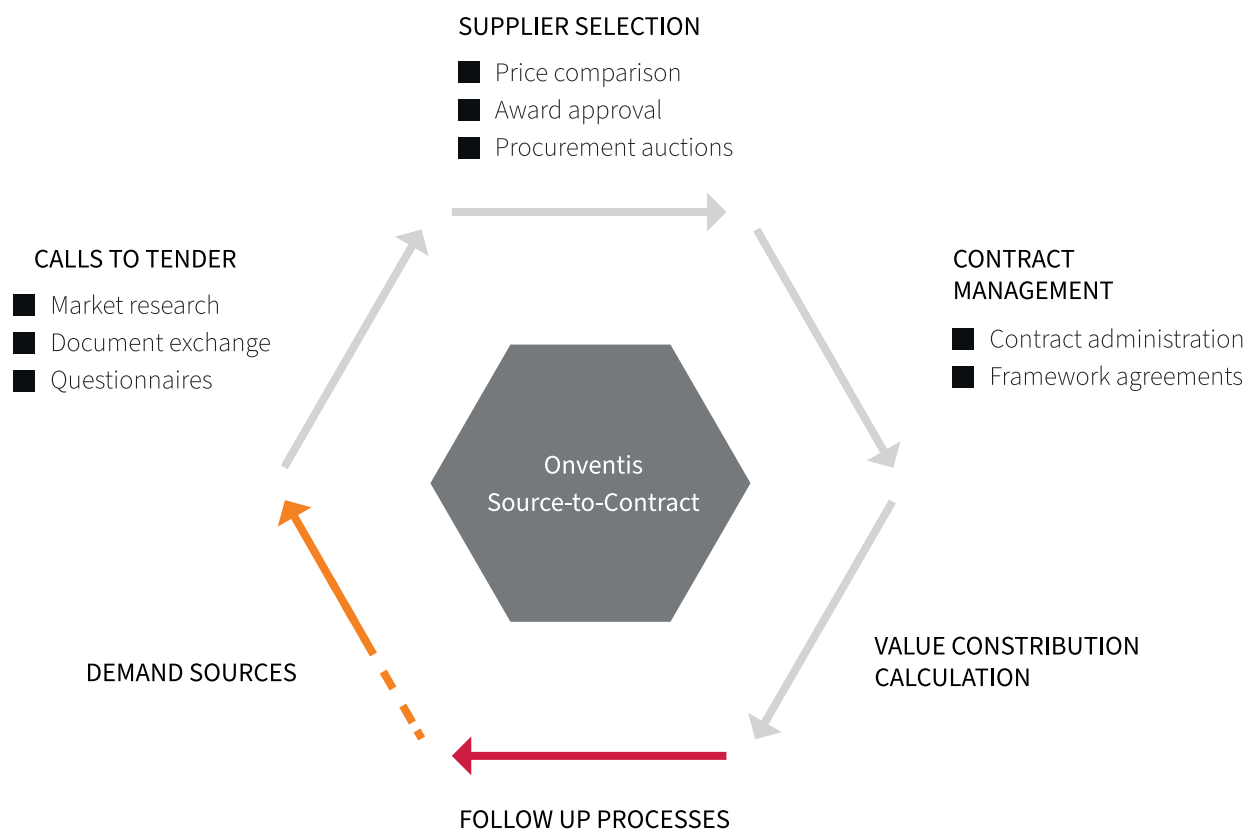
FIND THE BEST SUPPLIERS EFFORTLESSLY WITH COMPREHENSIVE TENDERS
The cloud-based Onventis Source-to-Contract applications provide the infrastructure to manage your global procurement holistically. Templates for tenders, product, or price inquiries save time and maximise the number of relevant offers. Standardised structures enable price comparisons and cost breakdowns. This means you have an overview of the planned spend, and the best prices, as well as the items with negotiation potential.

ENCOURAGE COMPETITION FOR THE BEST OFFER

Digital procurement auctions also stimulate competition among suppliers. By forming procurement teams out of departmental experts, strategic buyers, executives, or other stakeholders, you can bundle expertise when acquiring new suppliers.
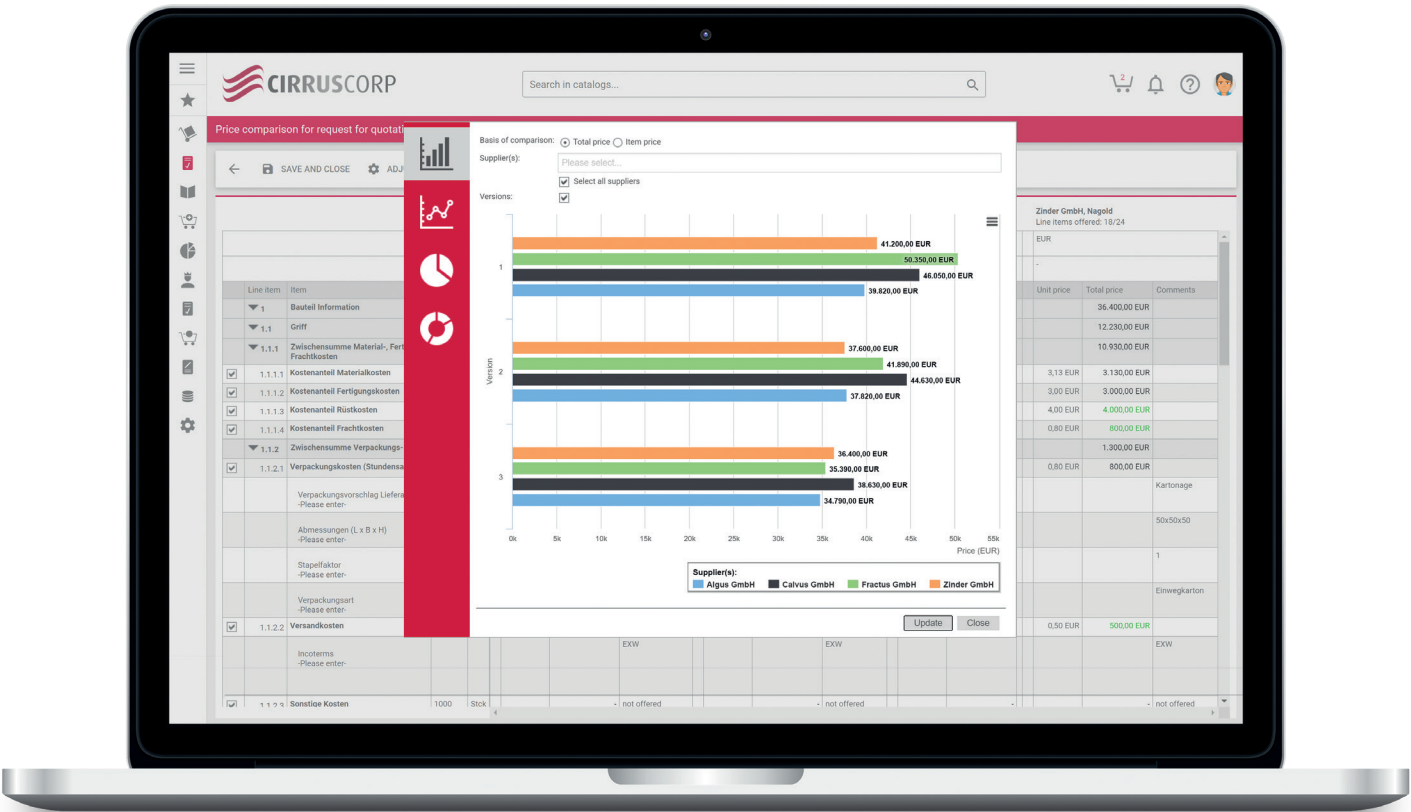
GET CONTROL OVER YOUR SUPPLIER CONTRACTS

After you've chosen your supplier, a supplier relationship management solution (SRM) with integrated contract management guarantees that buyers maintain control over ongoing contracts. It also delivers high transparency and decision-making support. In addition, quantity and value-based framework agreements are centrally mapped and integrated into catalog management. You'll also get a reminder when the agreed framework conditions expire.

2.3 How to successfully optimise your Source-to-Contract processes

CHALLENGE	SOLUTION
Calls to tender can't be created from needs request.	Calls to tender are quick and easy to create straight from the needs request or a framework agreement without switching media.
Your calls to tender are handled without specific specialised knowledge.	Specialists are involved in the calls to tender: Your procurement teams include people from all necessary disciplines (specialty departments, buyers, management, supplier management, sales, etc.).
Your framework agreement is expiring.	The system notifies you about expiring framework agreements. New agreements or documents will be created so you can re-tender your needs.
You regularly write tenders for material groups.	With customized templates for material-group specific needs, you create a call to tender with just a few clicks.

> Above all, the ease of use and international availability are convincing arguments for the use of Onventis at 26 Schott locations in 13 countries.
>
> Michael Wlodarski | Director Process Management & eProcurement
> SCHOTT AG

The most important benefits of digital S2C processes at a glance

Find the best
suppliers

Increase
competitiveness

Identify savings
potential
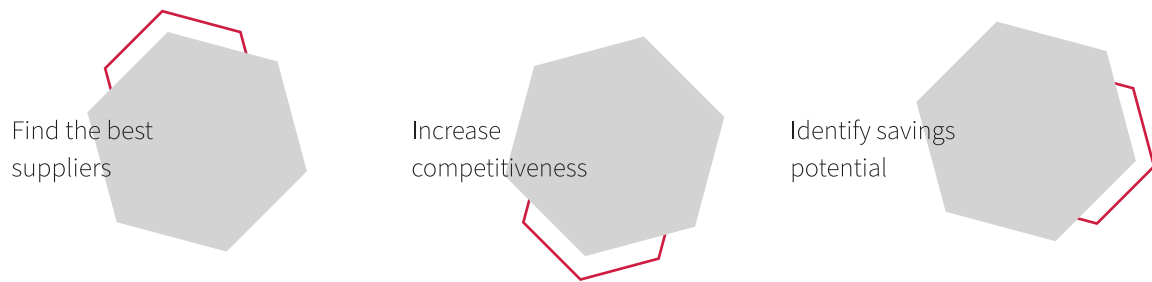
3 Supplier Management:
From qualification to classification

Supplier Management

Supplier Classification

Spend Analytics

Supplier Qualification

Supplier Evaluation & Development

S2P

Source-
to-Contract

Procure-
to-Pay
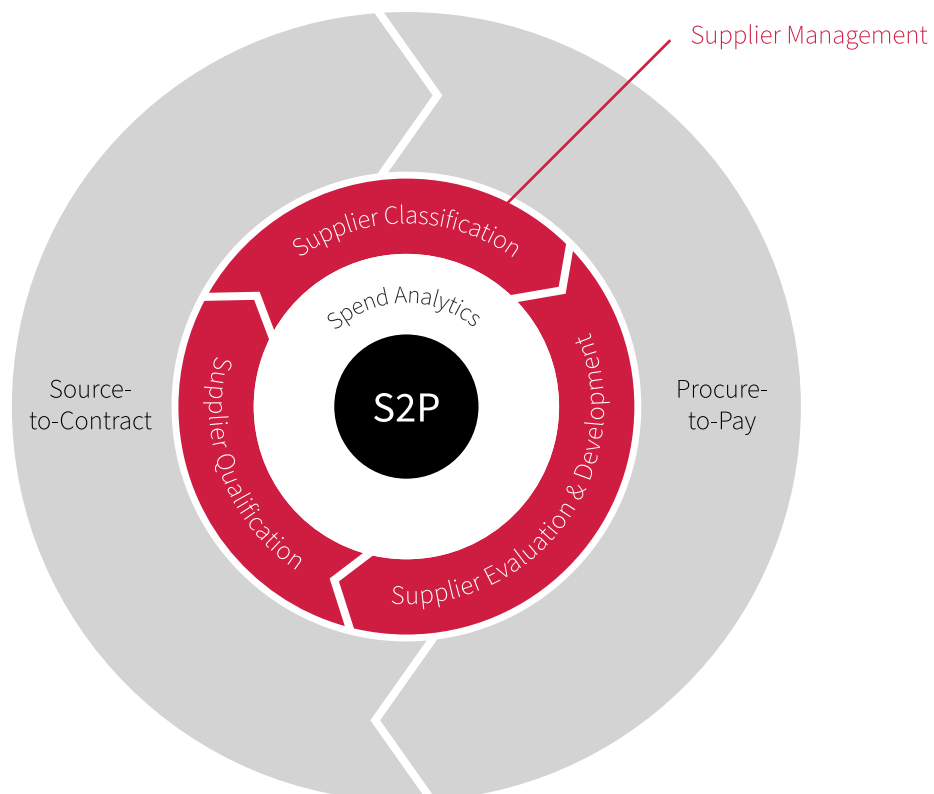
3.1   Create an efficient, sustainable, and socially responsible supply chain

Businesses use supplier management to systematically control relationships with suppliers. The main objectives are cost savings, cost avoidance or reductions, efficiency increases, security of supply, and process optimisation. The most important elements of supplier management include registration, qualification, classification, evaluation, and development of suppliers.

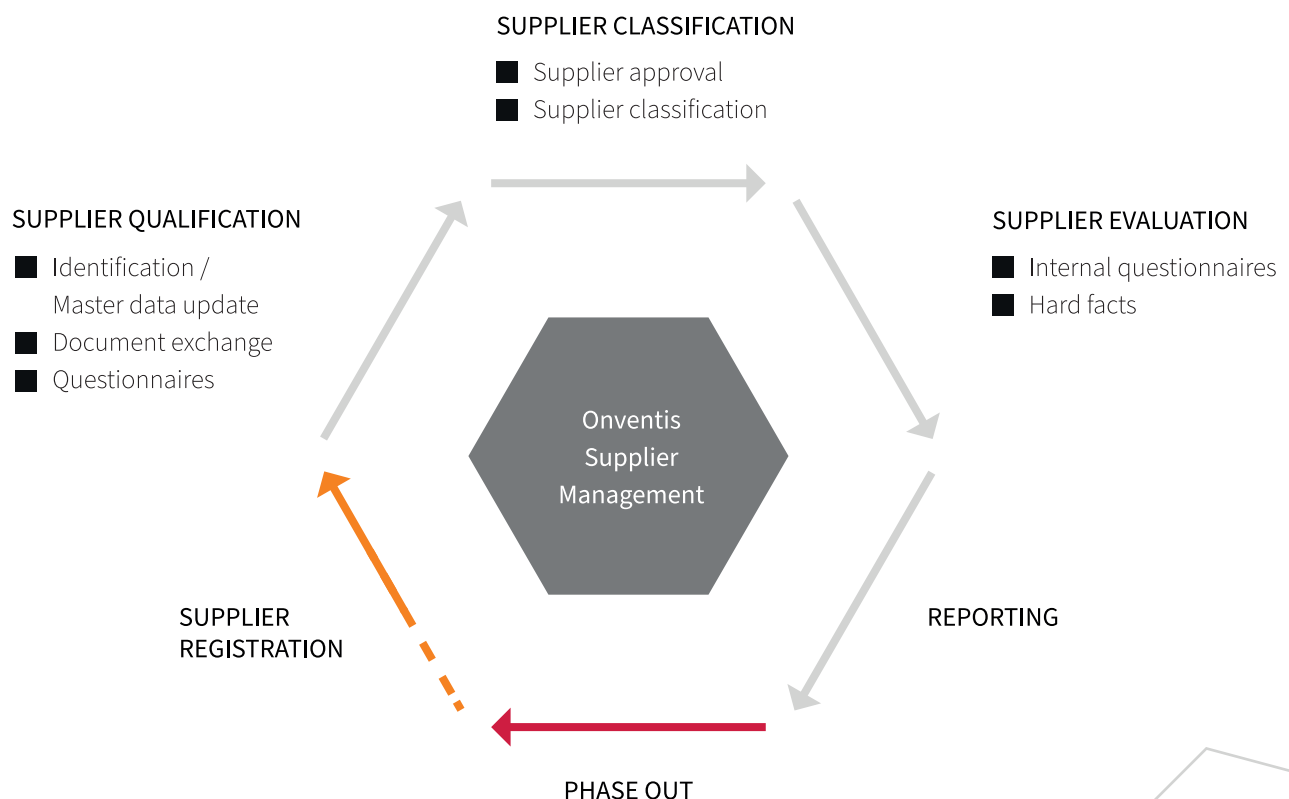Suppliers and buyers are digitally networked through S2P, e-Procurement or SRM solutions. Procurement organisations intensify and coordinate supplier relationships by centrally managing all supplier-related data.

Public pressure for implementation of sustainability goals makes the use of digital procurement solutions even more relevant. The upcoming German Supply Chain Act (GSCA) and other international practices such as corporate social responsibility (CSR) or environmental social governance (ESG) require companies to fulfill their due diligence obligations along the supply chain. The key to practical implementation in procurement lies in a source-to-pay solution that holistically supports compliance with regulations, laws, and sustainability goals.

3.2   Maximize supplier performance systematically and centrally

The Onventis applications for supplier management combine the sub-processes of searching, registering, qualifying, classifying, evaluating, and developing your suppliers.

Onventis Supplier Management

SUPPLIER CLASSIFICATION
■ Supplier approval
■ Supplier classification

SUPPLIER QUALIFICATION
■ Identification /
  Master data update
■ Document exchange
■ Questionnaires

SUPPLIER EVALUATION
■ Internal questionnaires
■ Hard facts

Onventis
Supplier
Management

SUPPLIER
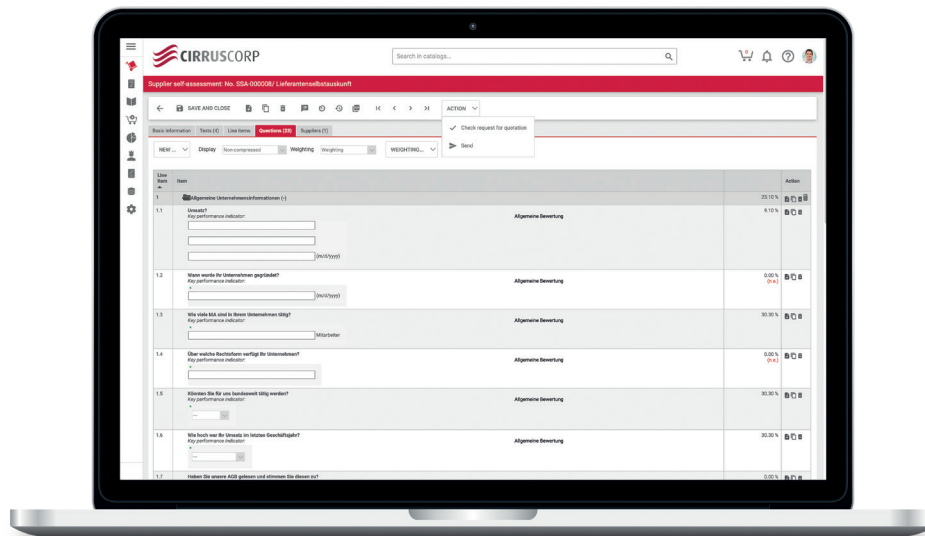REGISTRATION

REPORTING

PHASE OUT

DIGITALLY AND HOLISTICALLY MANAGE YOUR SUPPLIER RELATIONSHIPS AND DATA

With Onventis, all processes connected to new or existing suppliers are digital. The Onventis Supplier Portal is the digital interface for suppliers to procurement organisations. After a supplier registers in the network, the procuring company can start the supplier qualification, for example via customised supplier self-disclosures. Supplier master data can be linked and synchronised with the Onventis Supplier Portal if desired. This provides procurers with detailed company information as well as classification data of products and services.

EXPLOIT YOUR SUPPLIERS' POTENTIAL

With customised questionnaires, you can continuously evaluate your suppliers with ongoing inquiries about hard and soft facts, and thereby develop the relationships to fully exploit cost reduction potential. You can also identify suppliers that are no longer a good fit. Supplier management thus contributes to risk minimisation and security of supply.


„

We map our entire supplier management - from registration qualification and classification and evaluation - via the Onventis solutions. All supplier-related processes on the purchasing side are digitally networked.

Daniela Lurz | Division Manager Purchasing

Hochland Deutschland GmbH

3.3 Onventis Network: The procurement network that connects buyers and suppliers

The Onventis network connects buyer and suppliers. Worldwide, over 1,000 purchasing companies with more than 450,000 users in the Onventis network handle an annual business volume of over 10 billion euros with more than 50,000 suppliers. Search the supplier network from your Onventis Buyer System. It delivers information about eCl@ss classification, master data, product and service offers, and integration possibilities (catalog integration, Punch-out integration or EDI) from all suppliers in the Onventis Network. Search results can be filtered according to supplier area or supplier certificates, for example. Buyers can find the appropriate supplier based on detailed supplier profiles and synchronise master data and personal contact information with their Onventis S2P system. It is also possible to invite suppliers to tender or request pricing information. Supplier search in the Onventis Network is free of charge for all businesses.
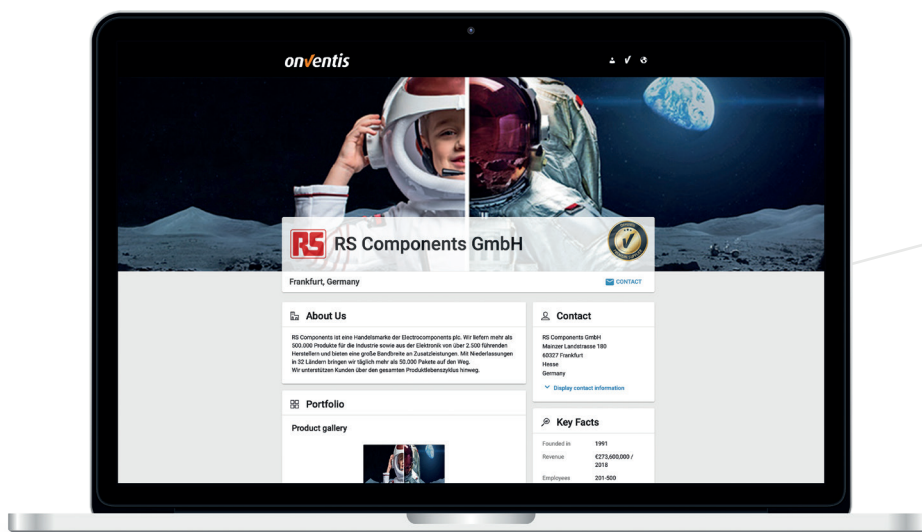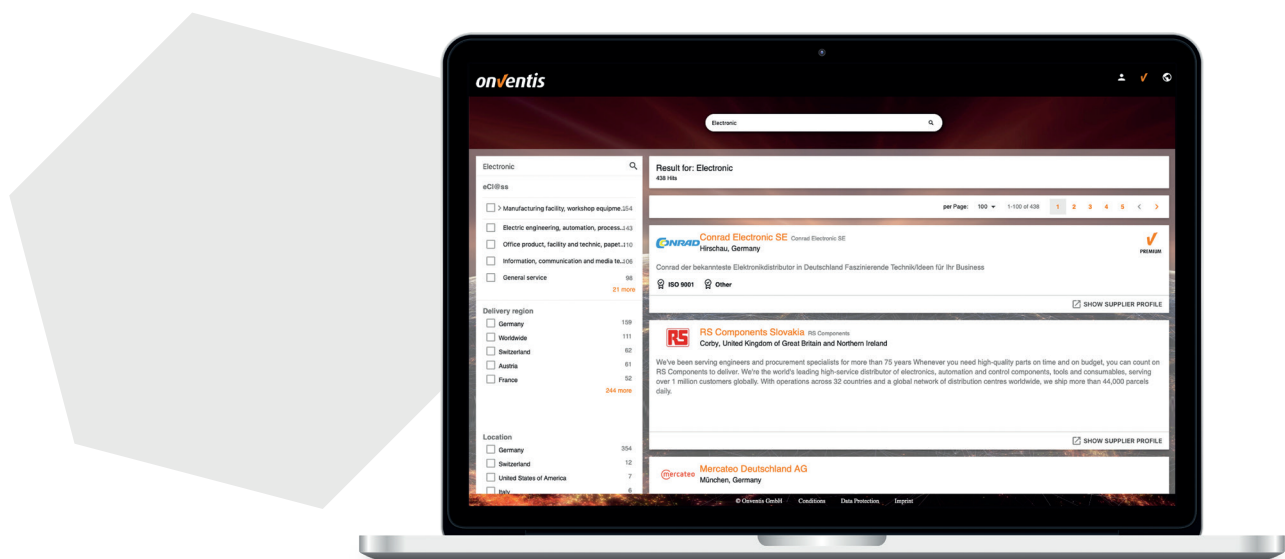
3.4   How to successfully optimise your supplier management

CHALLENGE

Your supplier qualification has many sub-process steps.

SOLUTION

Registration, master data maintenance, and responding to qualification requests are managed in the Supplier Portal by the supplier. For other tasks, such as participation in inquiries or tasks within the order processing workflow, the supplier can jump from the Supplier Portal to the corresponding supplier accounts and complete the tasks.

You are uncertain when selecting and evaluating suppliers.

Customised supplier questionnaires help you make data-based decisions about vendors. Supplier data can be exported for evaluation at any time.

You don't know if your supplier information is current.

Self-service allows you to integrate suppliers into master data management. Suppliers maintain their information themselves and thereby ensure the quality of the data. You also benefit from the seamless communication between Onventis and your ERP system. Master data already in the system will be transferred and automatically updated.

> From supplier management to SAP integration Onventis not only offers the digital purchasing solutions, but also creates an absolute partnership cooperation at eye level.
>
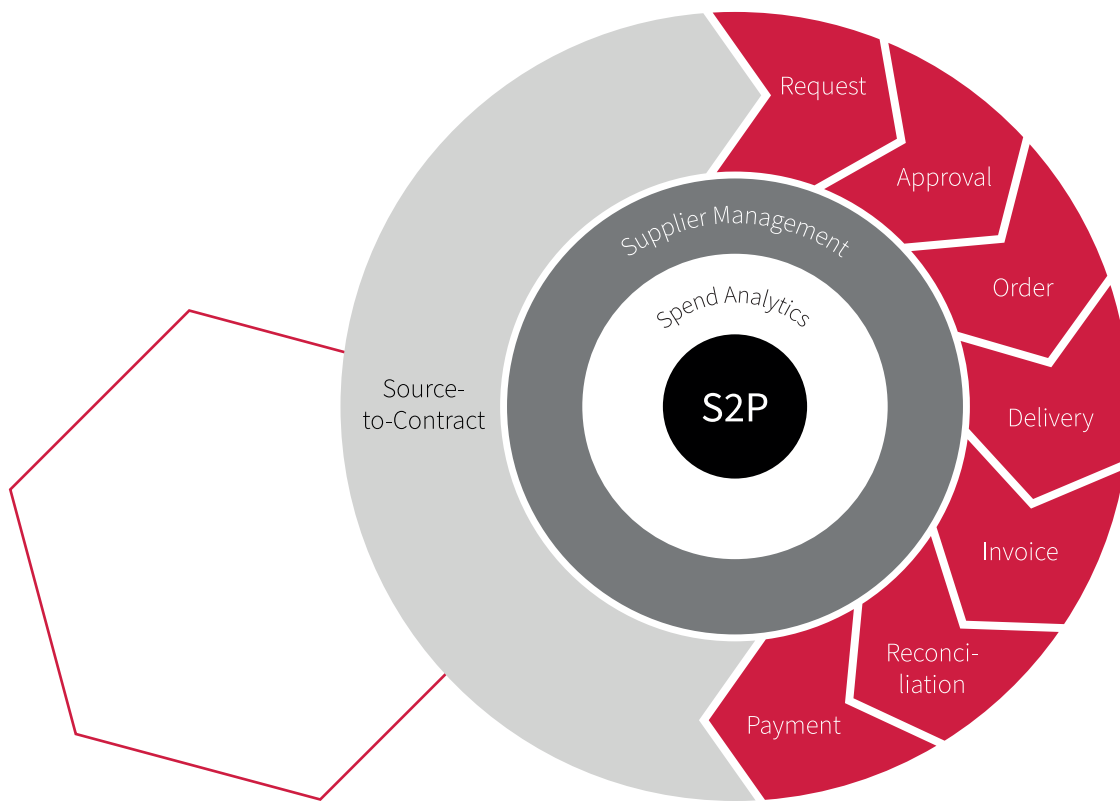> Christian Wenzel | Manager Central Procurement | DPD

The most important benefits of digital Supplier Management processes at a glance

Maximise supplier performance

Increase the quality of master data

Comply with sustainability goals

4 Procure-to-Pay:
From requisition to payment

4.1 Create space for progress with automated procurement processes

The operational procurement process begins with acute demand and includes the sub-processes from the purchase requisition to the payment of the invoice to the supplier. Unlike the strategic and tactical processes, some sub-process steps can be carried out by the requisitioner, who can cover his requirements based on the assortments and agreements defined in the tactical process. The primary goal of the operational purchasing process is the efficient handling of repetitive procurement processes to save process costs.

This is where a lot of potential for digital solutions lies dormant. Operational processes from inquiry and approval to the purchase, delivery, and invoice, to invoice reconciliation and payment should be digitalised and automated across the board. This can free up enormous capacity for other procurement-relevant strategic and tactical tasks. A holistically digitalised P2P process also makes a significant contribution to the end-to-end automation of downstream financial processes, as it is possible to directly access existing order and contract data and goods receipts.

4.2 Minimise manual steps and repetitive tasks in procurement

Onventis P2P solutions automate and optimise all the procurement processes from requisition, order, and approval, to booking and payment of goods and services.

Onventis Procure-to-Pay

Request	Approval	Order	Delivery	Invoice	Reconci-liation	Payment

PURCHASE & CATALOG MANAGEMENT	INVOICE PROCESSING
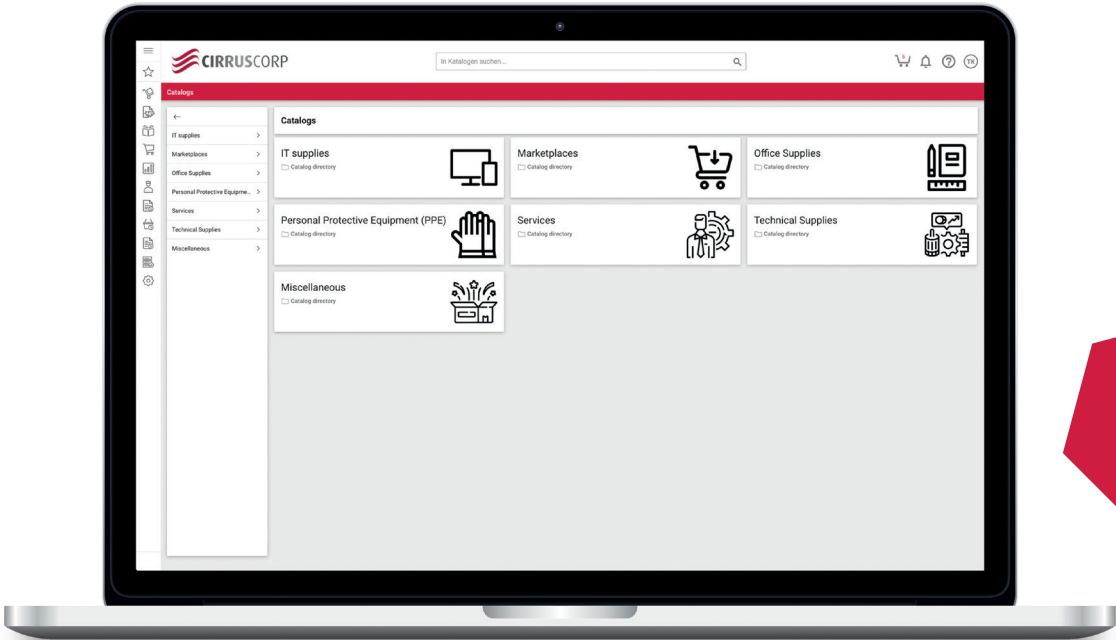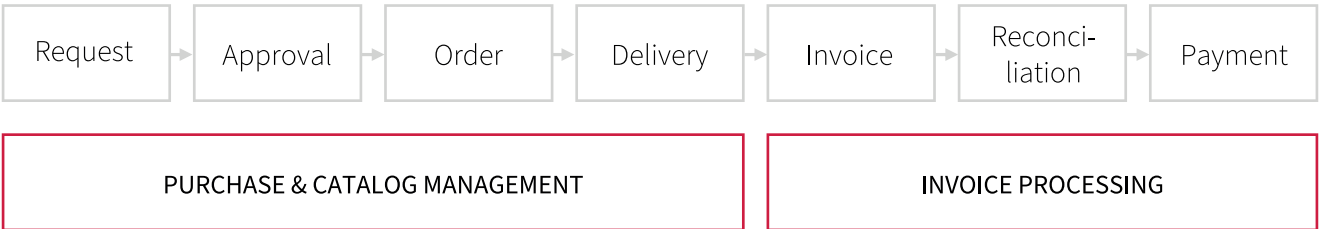
EASILY FIND WHAT YOU NEED AND FLEXIBLY INITIATE THE ORDER AT ANY TIME
Users can easily order goods and services using dynamic catalog views and personal approval workflows. Supplier and organisation-specific ordering processes provide individual guidelines. In addition to catalogs, connected stores, and marketplaces like Amazon Business can also be used if needed.

BENEFIT FROM NUMEROUS AUTOMATED FEATURES IN THE P2P PROCESS
The dynamic account assignment features means that requisitioners do not have to worry about correctly assigning the account of purchase order items when placing the order. After the order has been sent to the supplier, more automation options are available, such as automatic entry of order confirmations. In addition, the goods receipt posting or proof of performance can be automatically processed according to individual criteria. Delivery bills can also be conveniently added without delay at the goods receipt. Then invoice processing of electronic, paper, or digital invoices is also automatically handled by robotic accounting.

> With the source-to-pay solutions from Onventis we are in a position to implement all procurement-related processes from sourcing, requisitioning and ordering to payment in a digital, automated and standardised way. This enables a seamless end-to-end process and on the other hand the possibility to implement the Onventis solutions very quickly at our hotel and hospitality locations, the Deutsche Hospitality, such as Steigenberger and IntercityHotel and other well-known customers in the industry.

Lars Schmid | Managing Director | Sourcify GmbH

4.3   Mobile App: Handle your procurement tasks mobile with maximum flexibility

Mobile procurement means you can easily manage procurement processes anywhere and at any time. Onventis Mobile is your multi-talented tool to take care of procurement business when you're not at your workplace – decentrally and quickly. On business trips, in the field, or on factory premises: the holistic procurement app Onventis Mobile offers buyers mobile procurement functionalities without restrictions. From scanning articles and creating a shopping cart to carrying out approvals or tracking an order, to posting goods receipt or proof of performances: the app covers the entire operational procurement process.
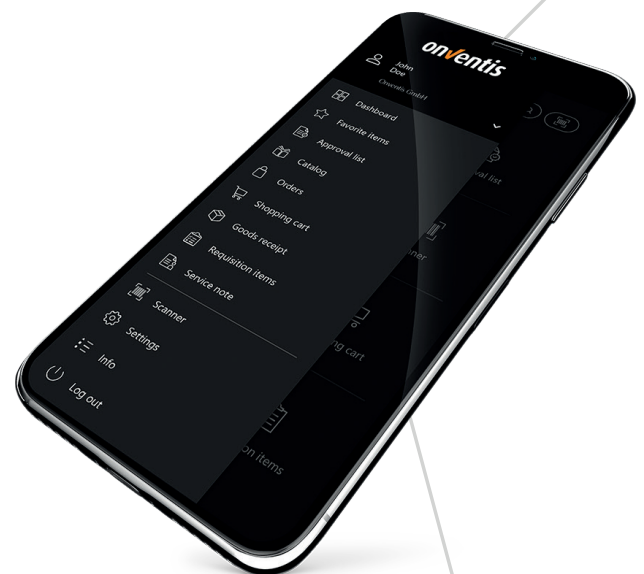
4.4 Amazon Business: Buy C-goods easily in your own procurement system

In 2017, Onventis was the first e-procurement provider to integrate Amazon Business in structured procurement processes using the Amazon Business Adapter. Onventis is one of the first full-service partners of Amazon Business in Europe that offers end-to-end integration for procurement processes in Amazon Business with Punch-out, integrated search, and Punch-in.

With the compliant integration in Amazon Business, you benefit – via Punch-out – from simplified C-goods procurement using Onventis Buyer. And the Amazon Business Integrated Search (ABIS) offers a consolidated search for Amazon Business items in your own procurement system – without Punch-out. With ABIS, you can access the entire Amazon Business range. Buyers search for relevant articles in the system environment they know and trust, select what they need from the available product offers, and complete the order as usual in just a few steps in the Onventis System. There is also the possibility to allow the procurement to begin in Amazon Business using Punch-in, and complete the order process in Onventis.

Search in Onventis for Amazon Business items

AMAZON BUSINESS SEARCH RESULTS in one e-procurement system

Show Top 10 offers

Examine detailed product information

Benefit from Amazon advantages from deals to delivery

Select items and start compliant order processes

4.5 Automate your accounts payable with robotic accounting and OCR-as-a-Service

The Onventis cloud solution for automated invoicing in accounts payable supports the integrated, seamless collaboration between financial accounting and procurement. This includes invoice matching with purchase orders and goods receipts (two or three-way matching). When invoice data is manually entered, it is unnecessarily time-consuming, and there is an increased risk of mistakes and fraud. Business relationships with suppliers can be permanently damaged. Digitalising these back-office functions, on the other hand, actively contributes to cash flow optimization by creating transparency about payment transactions. This is also the basis for better financial decisions.

4.6   How to successfully optimise your Procure-to-Pay processes

CHALLENGE	SOLUTION
Your maverick buying quota is too high.	With Onventis, you create structures to sustainably reduce your maverick buying quota.
Your approval process is long and complicated.	Automate and shorten your approvals with customised approval workflows.
Your operational procurement is under stress.	Digital solutions with individual workflows and authorisations mean employees can buy across teams and departments in the company. This eases the burden on operational procurement.
Your procurement processes are not efficient enough.	With individually controllable catalogue views, cumbersome requisition processes can be directly captured and and processed directly by the requisitioner.
You don't have transparency over your procurement processes.	Order status, progress and delivery status are always up to date and always available.
Your accounts payable struggles with many manual tasks.	Automatic invoice posting using three-way matching can help. One FTE can increase the average number of invoiced processed per year from 5,000 to 50,000.

The most important benefits of digital P2P processes at a glance

Create
transparency

Increase process
efficiency

Achieve cost
optimisation

5   Automated spend analysis with AI algorithms

You have to continuously analyse the status quo in order to draw conclusions about the optimisation potential of procurement processes. These spend analyses includes diverse activities that are important for the strategic orientation of the business.

Among other things, a spend analysis makes it possible to understand past procurement behavior. It also reveals the most important procurement categories, how high contract compliance is, what departments buy from what suppliers, and much more. Based on this information, predictions can be made about future quantities, budgets, and procurement projects, for example.

Onventis Spend Analytics helps you derive precise conclusions from your procurement data. AI algorithms support the evaluation process, helping buyers to transparently categorise their suppliers. Customisable dashboards enable different views of procurement data grouped by suppliers, commodity groups, organisation units, transaction, and more. The AI consists of networked technologies: natural language processing, collaborative recommendation services, and machine learning.

Onventis Spend Analytics

The most important benefits of Spend Analytics at a glance

Increased performance through better priorisation and use of resources

Scaling effects and competence in category management

Tracking cost savings

Higher compliance with regulations

Component of forecasting and budgeting processes

Evaluation of the procurement organisation, e.g., with regard to sustainability

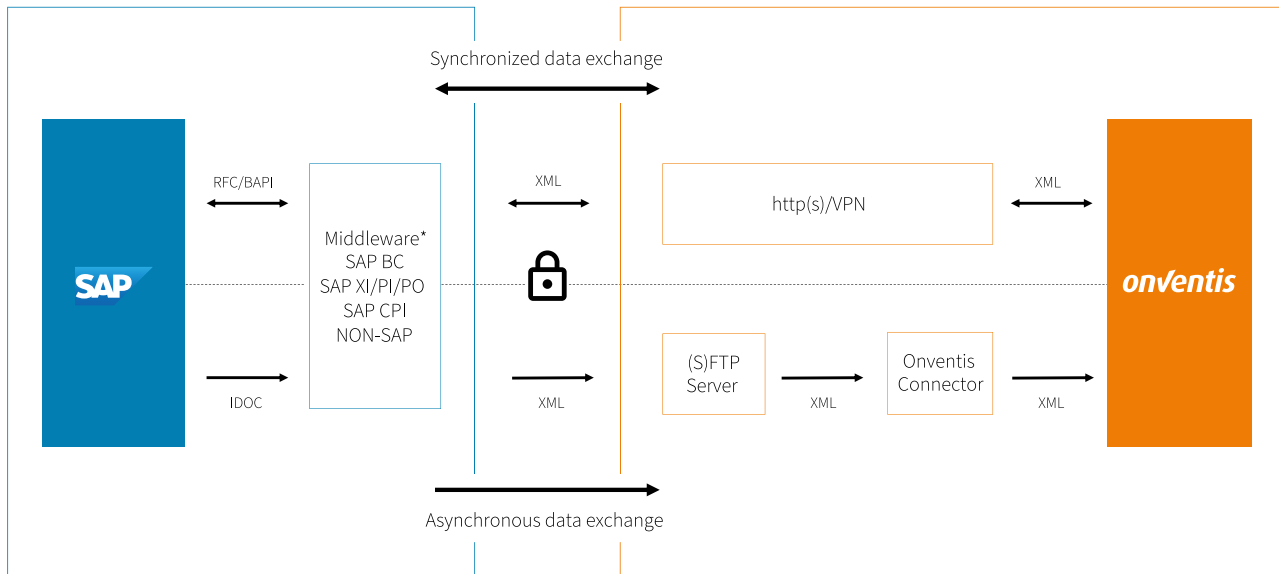> Before Onventis Spend Analytics by Spendency we used an Excel solution which required a lot of manual work. This meant that we were not as engaged with our spend as much as we should have. Onventis Spend Analytics by Spendency has given us the opportunity to really address our spend and we now have both control and transparency in a very smooth and efficient way.

Kenneth Österman | Chief Procurement Officer | Swedavia AB

6   Smart connection of procurement processes and ERP data

Benefit from a comprehensive, highly automated procurement process that works perfectly with your ERP system. It doesn't matter if it's an SAP or other ERP system – Onventis is able to seamlessly connect any ERP system to your procurement processes and provide ERP data in real time.

Synchronized data exchange

| SAP | | Middleware* SAP BC SAP XI/PI/PO SAP CPI NON-SAP | | http(s)/VPN | | onventis |

RFC/BAPI — XML — XML

IDOC — XML — (S)FTP Server — XML — Onventis Connector — XML

Asynchronous data exchange

* Middleware is not a prerequisite, and direct communication via SOAP protocol with SAP is also possible.
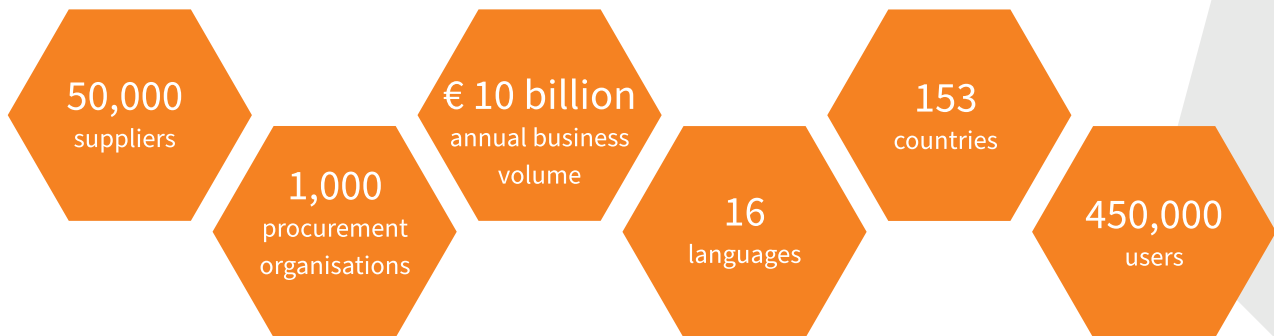
Onventis Buyer offers the usual connections to ERP systems like SAP, Oracle, Microsoft Dynamics, Infor, etc. Master and transaction data are synchronised through interfaces with your ERP system. Standard interfaces (RFC, IDoc) in SAP are used for these processes as well as openTRANS for open, established market standards for system communication. In this way, you cover procurement for direct and indirect requirements. By integrating ERP BANF documents, specific application scenarios are linked with ERP planning logic.

The right interface for every ERP system

Other ERP connections to the Onventis solutions are also possible.

The Onventis Platform

50,000
suppliers

1,000
procurement
organisations

€ 10 billion
annual business
volume

16
languages

153
countries

450,000
users

What buyers can learn from bees

Bees represent sustainable procurement in economic, en-
vironmental, and social terms. The highly efficient honey
producers are the perfect networkers with a strong sense
of community. All-in-One procurement uses these charac-
teristics as a model.

Read the Blog
onventis.com/bee

These customers rely on Onventis All-in-One procurement

ALBA — Wir nennen es Rohstoff.

Berlin Hyp

BLANC & FISCHER — Familienholding

bol.com

BRUKER

DEICHMANN

DEKRA

DAW — DEUTSCHE AMPHIBOLIN-WERKE VON ROBERT MURJAHN

DEUTSCHE HOSPITALITY

Deutsche Leasing

dpd

Eberspächer

ENGIE

GAUSELMANN — Die SPIELEMACHER

Hochland

KUEHNE+NAGEL

Low & Bonar — Progress through performance

mark E

randstad

SCHOTT — glass made of ideas

sgl carbon

WMF Group

WOLFF & MÜLLER

... more on onventis.com/customers

onventis

CERTIFIED QUALITY

The modular Onventis product portfolio has been certified several times by the BME (German Federal Association for Materials Management, Purchasing and Logistics). The information security management system (ISMS) at Onventis is ISO/IEC 27001 certified. And Onventis was listed by Spend Matters in 2021 as one of the "50 Providers to Watch" in the category Source-to-Pay.

CLOUD MADE IN EUROPE SINCE 2001

Since 2001, we have been one of the first SaaS and cloud providers with a European computing center. The modern, scalable infrastructure of the ISO 27001-certified data center in Frankfurt am Main follows the highest standards for building security, energy efficiency, and unrestricted data availability around the clock, 365 days a year.

COMMITMENT TO CLIMATE PROTECTION

As a Source-to-Pay provider, we not only drive the future issues of our customers with digital solutions, but also have a sustainable impact on the planet with our economic activities. That's why we anchored climate protection in our corporate strategy two years ago. Further, we have been certified as a climate-neutral company since January 1, 2020.

ONVENTIS LIVE DEMO

Our Source-to-Pay experts present the Onventis Suite to you.

Request a Live Demo
onventis.com/live-demo