Beck IT
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Processing Purchase Requisition Efficiently in SAP

max*flow*® *procurement*

Contact
We are happy to advise you.

Phone: +49 (0) 851 756 403 232
E-Mail: vertrieb-bit@beck-it.com

YOUR BENEFITS

- Expedition of the procurement process

- Reduction of processing and personnel costs

- Error minimisation by virtue of automated work steps

- Optimal transparency and traceability of the individual steps

- Easy product selection by integrated catalogue systems and online shops

- Web connection for non-SAP users

- Completely integrated in SAP

More transparency and efficiency in the procurement process

Valuable processing time and enormous process costs can be saved, among other things, with the automated processing of purchase requisition without media discontinuities. Lean digital processes are created – paper-free, without interoffice mail, without copies, without archive folders. The highest levels of transparency and control remain assured throughout the process, even with the automated processing.
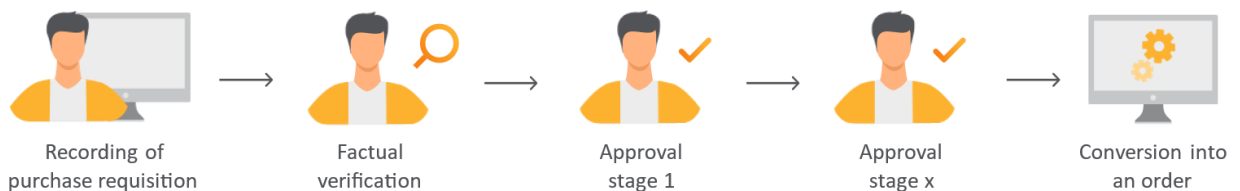
Linking of catalogue systems

To integrate processors who don't have access to the SAP system in the workflow process, purchase requisitions can also be processed via user-friendly websites. For this purpose, catalogue systems or web shops can be integrated via an OCI interface. The merchandise purchased there is transferred automatically from the shopping cart into our product-specific purchase requisition. The customary material and free text positions can be recorded even without the integration of catalogue systems.

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Flexible approval control

One of the most essential areas in order processing is the identification of the competent processes. maxflow® procurement checks automatically which employee is authorised to grant approval at what level and distributes the tasks accordingly. Moreover, various multi-stage approval processes can be configured, which may be made dependent on different criteria (e.g. price, merchandise group, factory)

| Recording of purchase requisition | Factual verification | Approval stage 1 | Approval stage x | Conversion into an order |

Full transparency

The maxflow® procurement monitor offers all process participants the gapless tracking of the processing and approval status of the purchase requisitions. A separate analysis delivers a user-friendly overview of all purchase requisitions (whether completed or still in circulation).

Our solution also offers a detailed workflow and process log by storing all relevant information about each processing step, so that the entire processing workflow can be reconstructed.

Escalation mechanisms

Besides this, escalation mechanisms for open tasks are sent automatically by email as a reminder feature. If needed, it is possible at any time to reassign any previously distributed tasks or include individual processors in the workflow and the processing.

OVERVIEW OF ADDITIONAL FEATURES

- Substitution rules in the case of absences of personnel
- Notes and query feature
- Product-internal input mask
- Comprehensive analysis possibilities
- Use of company-internal SAP standard permissions

- Upload of additional documents
- Linking with optional attachments
- Support of multiple languages (e.g. English)
- Adjustment of texts to customer vocabulary
- User-defined layouts
- Independent from archives due to ArchiveLink