

# ZYCUS CONTRACT MANAGEMENT SOLUTION

Go Beyond Contract Lifecycle Management -  
Sustain Savings, Minimize Risk

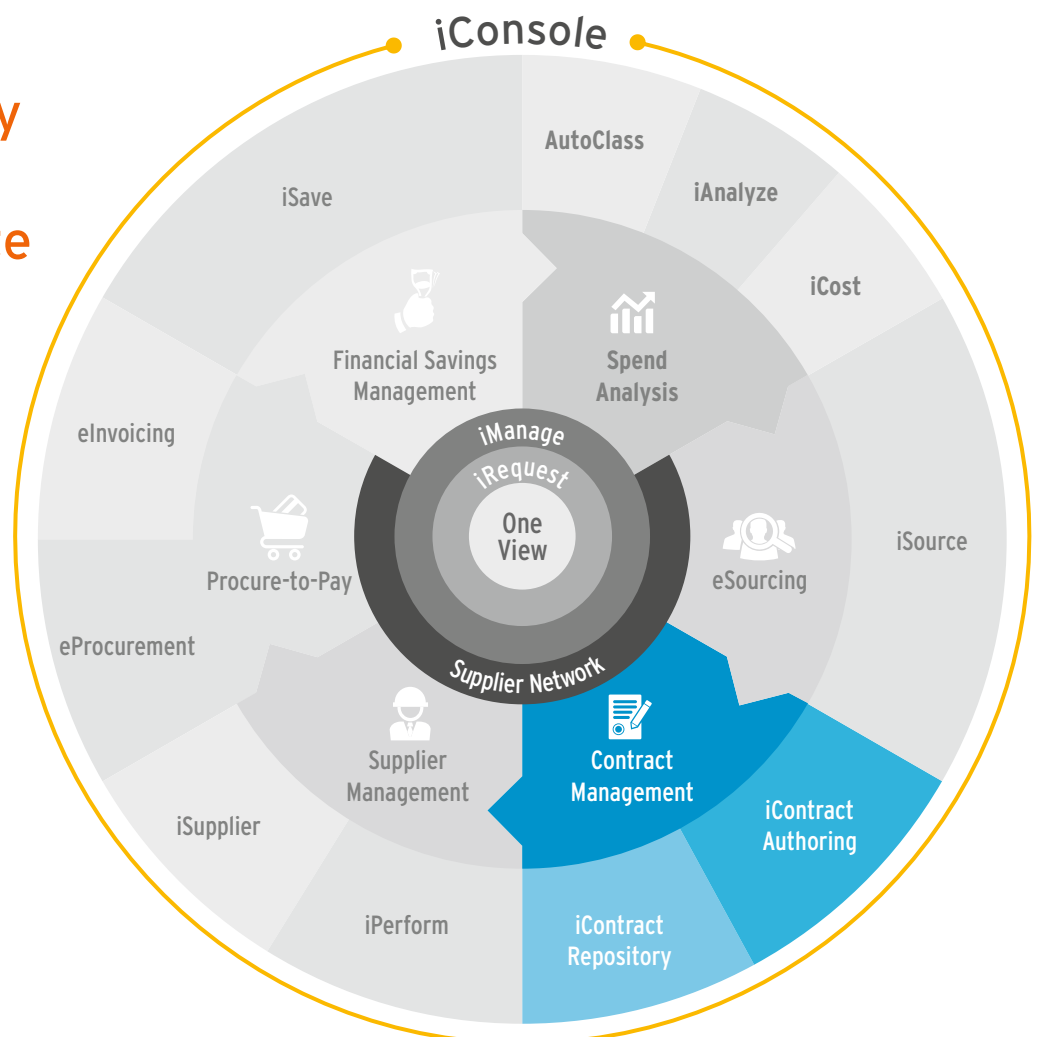
# ZYCUS™



Zycus' Contract Management solution helps businesses centralize contract storage, track contract utilization & compliance, mitigate contract risks and reduce contract creation cycle time. Advanced features of the solution empower organizations to:

- Accelerate contract negotiation, authoring and approval processes
- Minimize legal risk exposure and capture benefits - by standardizing contract language and version control

## Zycus Source-to-Pay Procurement Software Suite



# CONTRACTING CHALLENGES MEET ZYCUS SOLUTIONS



## Fragmentation and Security Risk

Scattered contract documents across desktops, servers and security systems can pose a threat to the competitive business intelligence of a company. Zycus iContract minimizes this with,

- Secure, centralized contract repository with folder-based access
- Strict, configurable access management based on hierarchy and department
- Customizable role-based views depending on the type of contract data
- Powerful search feature based on keyword, category, supplier, contract number and line item



## Compliance

Procurement ROI relies on compliance of terms - volume discounts, rebates, payment terms, supplier performance commitments, etc. embedded into contracts. Zycus iContract promotes both forms of compliance with,

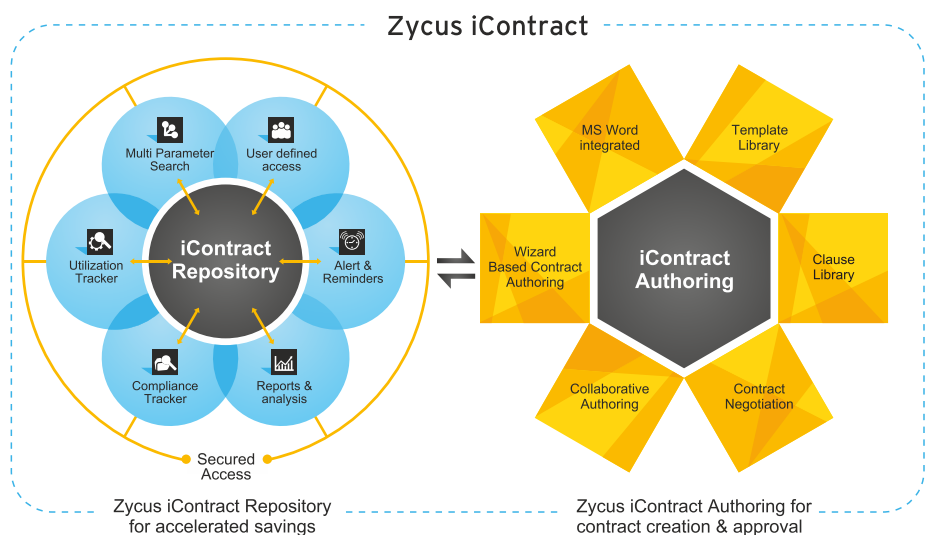
- Spend to contract matching
- Contract utilization tracker
- Configurable alerts around non-contract spending



## Market-Based Risk

Long term contracts create significant market benefits, but also create risk exposure to changing market conditions.

- Zycus iContract empowers procurement professionals to manage such risks with configurable, contract expiry and renewal alerts



## CONTRACT MANAGEMENT INNOVATION



To enable business to get maximum supplier performance and lowest supplier cost by interacting with global suppliers, Zycus has added to its Contract Management Solution the iContract Authoring feature, which,

- Includes geography and business-specific standard contract templates
- Enables stakeholder collaboration with access controls over sensitive competitive business information
- Features powerful workflow management to accelerate contracting processes and promote collaboration
- Ensure consistent use of approved contract language and provides clause based sequential approval/review workflow during the contract negotiation stage
- Provides configurable approval/review workflow during the sign off stage prior to creation of final contract in PDF format and signing
- Allows generation of the contract documents with custom header and footer through increased configuration options from the UI
- Enables parallel & ad hoc review of clauses and sections, and provides an audit trail to the stakeholders for side by side version comparison
- Provides a robust and user-friendly interface for increased contract creation efficiency with WordConnect
- Allows initiation of contracts earlier in the sourcing cycle through the parallel contracting feature

*Zycus is a very customer-centric organization and its customer references rate it highly for openness to product enhancements*

Gartner Magic Quadrant for Strategic Sourcing Application Suites 2018

## Contract Management Usage Metrics

**40+**

standard contract  
templates loaded in  
the system

**10+**

workflow defined to  
ensure that the  
contract goes to the  
right person for  
approval

**100+**

users for Contract  
authoring

**Client:** A Fortune 500 company and leading provider of industrial automation power, control and information systems



### Contracting Challenges

- No standard process for creating new contracts
  - ✱ Issues with compliance to standard clause language
  - ✱ SOX compliance risk if the designated person does not approve the contract
- Longer cycle time for the creation of new contracts
- Homegrown contract repository but provided limited value because of lack of standardization (Multiple versions of the same supplier name, no contract hierarchy)
- Visibility into key contract terms due to lack of reporting



### The iContract Advantage

- Standardization of contract metadata which enables visibility into existing contracts (for example all contracts with non-standard payment terms)
- Reduction in cycle time due to automation of the entire contract creation process
- Implemented workflow which automatically routes contracts for approval authority thereby ensuring SOX compliance
- Better visibility to all stakeholders, clause level approval changes are directly sent to Legal for review (for example changes in indemnification)



*Clause by Clause  
management piece of  
the iContract tool  
really  
appealed to us*

-By Director of  
Procurement

## ZYCUS KEY BENEFITS

Enhance stewardship, security and continuity around important documents

Empower procurement professionals with rapid access to contract data

Reduce maverick spending and erosion of cost savings

Ensure awareness of spend and related risk management opportunities related to contract expiry and market conditions

Accelerate contracting processes, and minimize contracting risks

Ensure proper governance and efficient/effective version management

Promote collaboration and high user adoption among key stakeholders

Compare suppliers on SLA's before renewing contracts or supplier evaluation process

Login based supplier portal access enhances data security

Enables single step flipping of request into iContract

## ZYCUS KEY FEATURES

Smart contract warehouse with strict access control

Powerful keyword search

Contract compliance and utilization

Configurable alerts and reminders with SmartAssist

Smart authoring with WordConnect feature

Easy to use digital signature feature supported by DocuSign

Template library with wizard driven contract authoring

Audit trail to track contract versions

Collaborative authoring and negotiation

Real time two-way integration with SPM

Supplier portal with offline and online contract review by suppliers

Parallel reviews and amendments of contracts

Parallel contract initiation within the eSourcing module

# About us

Zycus is a leading global provider of complete Source-to-Pay suite of procurement performance solutions. Our comprehensive product portfolio includes applications for both the strategic and the operational aspects of procurement - eProcurement, eInvoicing, Spend Analysis, eSourcing, Contract Management, Supplier Management and Financial Savings Management. Our spirit of innovation and our passion to help procurement create greater business impact are reflected among the hundreds of procurement solution deployments that we have undertaken over the years. We are proud to have as our clients, some of the best-of-breed companies across verticals like Manufacturing, Automotives, Banking and Finance, Oil and Gas, Food Processing, Electronics, Telecommunications, Chemicals, Health and Pharma, Education and more.



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