ZYCUS

iRequest

Centralized workbench for streamlining the entire request management process between procurement and business users

Key Features:

- Familiar drag and drop functionality to configure request specific forms using on-screen field repository

- Conditional routing based on business unit, category, requisition value, item price etc.

- Dynamic routing of workflows based on designation, department, location, etc. to avoid updating workflows when people change

- Graphical view of the workflow for easy tracking of request

- Automatic flipping of request into an activity with auto populated data

- Pre-canned strategic & tactical reports to analyze business metrics

- Local support for process oriented request like request for VPN configuration, AMEX cards etc.

Need for Procurement Request Management

In today's procurement landscape, most business users send their requirements to procurement teams via email or phone calls. And a large majority of those requirements are only half-baked, meaning they often lack many of the details and mandated approvals needed by procurement to fulfill requests efficiently and effectively. Incomplete requests raise requirements for multiple follow-up communications, adding substantial delays and inefficiencies to routine procurement practices.

What procurement needs is an automated, comprehensive and highly flexible Request Management Solution to bridge key communication gaps with and among business stakeholders. Request Management Solution can help drive procurement process efficiency, enabling greater productivity with simultaneous improvements in procurement performance and stakeholder satisfaction.

Request Management Solution

Zycus iRequest, a dedicated Procurement Request Management Solution provides stakeholders dynamic visibility and updates throughout the request management process from submission to approvals to execution. This solution enables requesters to not only track all request statuses but also manage them with just a few clicks at any given point in time.

iRequest helps gather required information in elaborate, yet concise, ways. It ensures that requests received by procurement teams always consist of essential details and mandatory approvals before they reach the procurement team. The solution furthermore ensures that all relevant stakeholders are updated regularly with necessary details, in-process status updates, and request outcomes and also enables procurement leaders to audit and prepare concise reports of all requests.
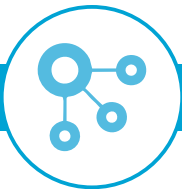
3C's of iRequest: Create, Customize and Configure

Flexi Form Studio

- Common repository for fields
- Highly configurable forms
- Drag-and-drop functionality to create flexible forms
- Custom field creation on the fly

Flexible Work Flow

- Drag and drop based workflow configuration
- Custom workflows to suit business requirements
- Multilevel hierarchy for approvals
- Smart suggestive workflows

Request Configuration

- Easy configuration for integration
- Linkage to required fields and workflow
- Pre-assigned request managers

Centralized platform to raise, track and process all your requests

Standard pre-defined templates & formats of request forms

Minimal chances of error because of automated platform for managing request

Flexible and custom workflow as per business requirement

Easy template creation and process configuration

Detailed audit trail of past requests

Real-time tracking of request approvals

Increased visibility among stakeholders, leading to highly effective collaboration

Seamless integration with Zycus Source-to-Pay Suite

About Zycus

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, Financial Savings Management, Request Management, Project Management and Supplier Network. 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.

To learn more about the Zycus, address e-mail to information@zycus.com or visit http://www.zycus.com

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