

DocAP

The DOCAP supplier qualification and tender management tool is an Algoritmi product.

It is a tool designed to manage both supplier qualification and the supply process.

DOCAP integrates with external systems (e.g. ERP system, Web Applications), has an email notification system and used a DBMS.

DOCAP allows for the creation and management of tender and qualification process documents in electronic format based on qualification standards for suppliers.



Supplier qualification and tender management tool

Principal qualification management functions

The sending of communications relative to the compilation of the questionnaire to the supplier on behalf of the team

Web based compilation of qualification questionnaire

The evaluation by the team of the questionnaire

Compilation of the qualification certificate, definition of commodity classes and consequential notification to the supplier

Principal tender management functions

Creation of the tender documents starting with the acquisition request

Definition of the commodity classes of reference

Creation of the list of suppliers to invite to tender

Identification of winning supplier

Creation of contract award promemoria

Other Qualification process functions

Possibility for the supplier to auto-candidate themselves via Web

Creation of a qualification team and management of work meetings

Organization of inspections at suppliers' premises, the possibility to manage the preparation of reports

Qualification feedback management

Other Tender process functions

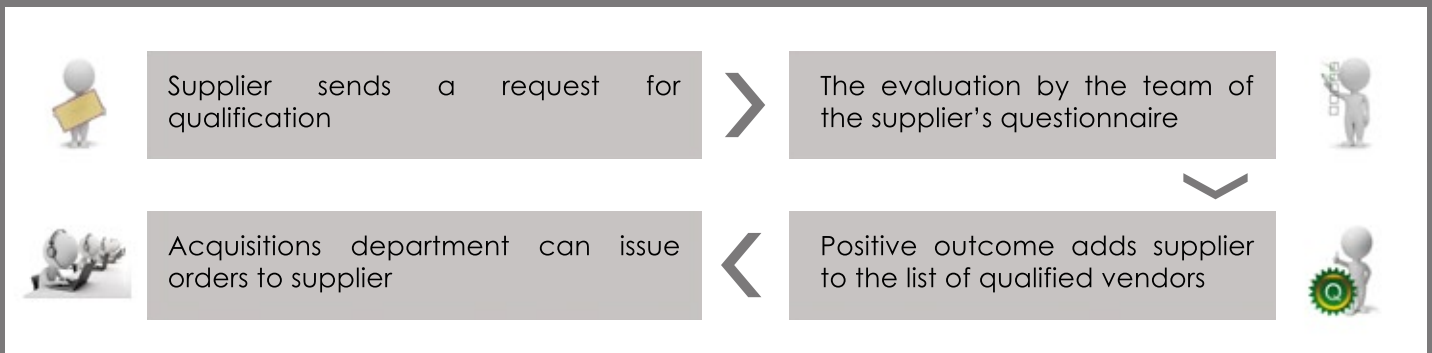
Management of simplified tenders (limited value or single supplier)

History of suppliers' qualification status, forwarded at the moment of the formulation of a request for offers

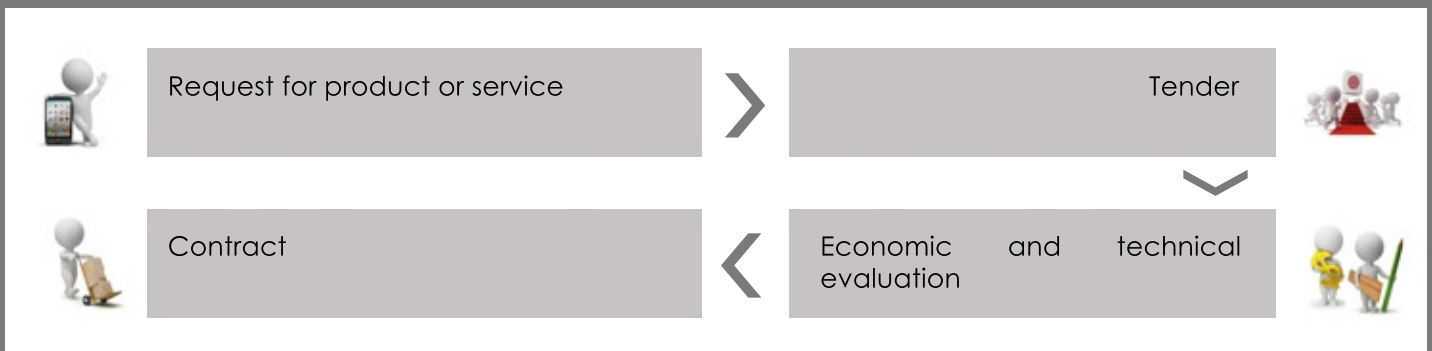
Management of meetings and the opening of tender documents (technical and economic)

Creation of the minutes of meeting held to open tender documents (technical and economic)

Qualification process – General functions scenario



Tender Management – General functions scenario



Key features

Control of supplier qualification and tender procedures

Archiving of qualifying process and tender related documents Interaction with acquisitions management systems (acquisition requests, calls for proposals, orders and framework contacts) for example ERP such as SAP or JDE

Anagraphic data management of both suppliers and commodity classes

Interaction with reporting systems

This assures

That the suppliers offer the correct level of quality and standards

All decisions regarding a supplier during a tender or acquisition process are registered

Transparency, the ability to manage a process managed by individuals outwith the acquisitions department

Customizations

Interaction with the ERP system

Interaction with applications that support qualification processes and tenders

The possibility to adapt the supplier qualification process work flow

The possibility to adapt the work flow during a tender

Automatic creation of email notifications

Graphic layout coherent with corporate identity guidelines

Management of corporate communications templates (e.g. certificates, supplier notifications)

Classification of products and services

Additional supplier information

Algoritmi S.r.l.

Via Dodecaneso,15 - 00144 - Roma

Telephone: +39 06 9838 6248 - Fax: +39 06 9725 3906

E-mail: sales@algoritmi.eu - www.algoritmi.eu

Certificate n° 10151

