



Oursourcing - Sistemi Informativi

Detailed data sheet: Supplier portal

The portal allows the exchange of all the documents required in the client/supplier relationship. It offers an easy and effective way to manage communication, ultimately achieving the dematerialisation of paper documents.

It is a B2B system aimed at optimising the company's supply chain and the relations the company has with suppliers, in particular:

- Procurement;
- Delivery planning and production monitoring;
- Help in product development activities.

The solution offered provides a **neat management of suppliers**, just using the import/export of data.

T-Link Supplier portal helps the management of:

- **Creation and registration at a list of potential suppliers**, and possible creation of a catalogue of products and services;
- **Assignment of suppliers** to internal buyers, to manage all communication;
- **Quote requests for offers**;
- **Response to offers requests**. Directly through the portal, via email or via EDI, FTP or SFTP;
- **Delivery plan**. The company can send the delivery plan to suppliers (Delivery Forecast or Just in Time Delivery);
- **Buying order**. The order is issued by the company's informative system and contains all references to a possible quote request;
- **Confirmation of the buying order**;
- **Delivery slip of the goods**;
- **Contestation of the goods received**;
- **Monthly report of the incoming invoices**;
- **Supplier's invoices**;
- **Requests of credit notes**;
- **Promotional invoices**. It is a kind of invoice issued by the company to the supplier regarding the promotions made in the stores;
- **Notification of payment**.

All of these actions can be carried out by any user subscribed to the portal (whether he is a supplier or an internal user). The actions are authorised according to the profile and role the users have in their access to the portal.

The system keeps track of all the documents exchanged between the company and the supplier: once you access and view the order, you will also be able to view the offer requests, the delivery slip, invoices and payment references.



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The same process can be done if you access view the delivery slip: all documents linked to it will be displayed (offer requests, orders, invoices, slips, payment).

How the system works

The system is a web app (it can be integrated with the company's portals) to which only authorised users can have access. No additional software installation is necessary. Each user is identified with a role, the portal will display the information and documents for that specific role.

Each document has a specific work flow, which marks the steps that need to be completed with the document, such as a pending response to an offer request. If the supplier accesses the portal he will be able to see the status of the request and the corresponding tasks.

Since suppliers can have different informative systems, the portal offers a series of actions: for instance, the supplier can download the file of an order, pass it to the internal informative system, or just print it out and input it manually.

Essentially, the portal allows the transmission, the download and the upload of different documents according standard procedures, or supplier's customised ones (EDI or non-EDI).

The exchange track between the company's informative system and the portal's manager is always just one, thanks to the portal's function of translation of different formats.

The exchange track with the informative system can be CSV, TXT, XML, IDoc or customised. The portal translates the different formats received from the suppliers into the preferred exchange format.

The web app can be used in house by the client, or in cloud, functionality is guaranteed 24/7 and with 99% uptime.