



Your company wants to be ahead of its competitors in terms of services, profit, employee and customer satisfaction but to achieve this; there might be many constraints, like:

- Tight Timelines
- Many Parts to Manage
 - * 300 Suppliers
 - * 1200 Items
 - * 20 Internal Stakeholders
 - * 04 Industrial Units
 - * 20 Buyers
 - * 03 Rounds of Bidding

Managing *strategic outsourcing* activities manually is a serious data management challenge as company needs to send out many Surveys or RFP to prospective suppliers to get information on the price, specifications of the item, basic corporate information and history, financial information, technical capability, product information like stock availability and estimated completion period, and customer references. Your company might be using spread-sheets or other documents for the supplier to enter data, but the data comes back with errors, and the supplier enters values not intended, such as 'n/a' where the intended response is between 0 and 100. Managing dozens of these responses, especially interpreting and converting data into useable information is difficult to accomplish in short time.

Though RFPs are important for a company's success but companies avoid using manually managed RFPs as they are time-consuming, labour-intensive and difficult to manage large, incorrect, varied data and does not give the appropriate information in the defined time which leads to incorrect analysis and wrong decisions.

Adobe PDF eForm Solution, help in solving data management challenges in RFP life cycle.

- **Business Analysis and Define Requirements:** Solution helps in analysing and defining RFP process requirements accurately and precisely across technical, operational, and commercial dimensions like scope of services, product specifications, service levels, etc.
- **Development of Strategies:** Our solution helps in the development of various strategies like sourcing strategies, vendor portfolio management strategies and negotiations strategies.
- **Preparation of RFP and Implementation:** Our solution help creating customized RFP forms, we just need to know the questions and their priority. A PDF form will be created that will look like their paper counterparts but that can do much more. Suppliers of all sizes can review and interact with these forms using Adobe Reader. RFP will not only guide suppliers in delivering optimal responses, but will a lot of work in evaluating the resulting proposals. Suppliers will be happy to reply as they know what information they have to provide and help you in getting correct information to enable sound business decisions.
- **Evaluation of Vendors:** Our solution helps in managing, processing and interpreting large data collected through RFP forms by a single resource in few hours than in days using powerful analytical tools like financial analysis and scenario modeling.
- **Reporting and Selection of Supplier:** Punctuate Systems Inc. Solution, easily and accurately compares and scores the suppliers with programmed reports and graphs generated. So it's easy for your company to assess all potential suppliers on the basis of information provided and thus help in selecting the best supplier from all aspects in a fast, easy and transparent process.

Business Benefits of implementing Automated RFP

- Streamlined RFP sourcing process
- Reduced form processing costs by thousands of dollars annually
- Improved accuracy of information submitted on forms
- Ensured employee access to up-to-date forms
- Faster and easier RFP completion and increased business opportunities
- Enhanced data integrity and make decision-making more effective.