

Infor SunSystems Cloud: Procure to Pay

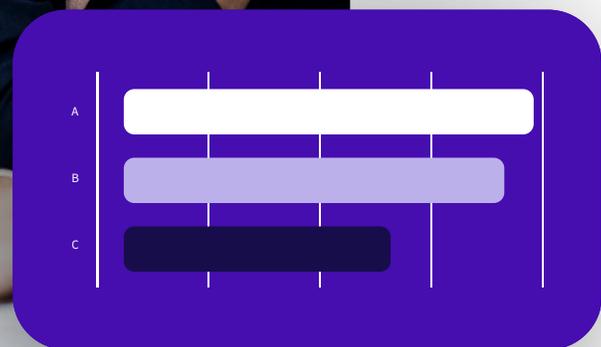


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From requisition to payment in record time

In today's complex business environment, an efficient Procure to Pay (P2P) cycle is critical for operational and financial success.

Inconsistent data, manual processes and compliance risks commonly plague financial managers, hindering productivity and growth potential. To solve these challenges, businesses need a robust P2P solution that can automate workflows, ensure data integrity and streamline payment processes; all while operating under rules and workflows that have been defined and automated to enforce your own corporate policies.



Infor SunSystems Cloud: Simplifying Procure to Pay

Infor SunSystems Cloud Procure to Pay is a powerful solution capable of freeing your team from manual tasks to focus on strategic initiatives like building stronger supplier relationships and developing cost-saving strategies.

With Infor SunSystems® Cloud, you can streamline approvals, automate tasks and ensure accurate data. This translates to faster processing times, cost savings and improved control over your spending.

Users can raise purchase requests and have them automatically pass through a multi-level approval workflow through to the generation of purchase orders to help improve business processes. Match purchase invoices to receipts and orders for end-to-end control of budgets and committed spend or enter standalone invoices together with supporting invoice documents and submit for approval.

The Procure to Pay process is fully integrated with Record to Report capabilities with shared Analysis Codes and powerful mapping facilities to automatically generate accounting transactions in real time. This provides an up-to-date view of the financial position driven by purchasing activity—from soft commitments to accruals—and enables real-time budget checking.



Process flow



Purchase request

- Submit for approval, create a soft commitment, source goods/services and check against available budget



Purchase order approval

- Email purchase order to supplier, archive a copy in Infor Document Management (IDM) and optionally create a hard commitment posting to the financial ledgers



Receipting (optional)

- Store scanned delivery notes against the receipt note, and optionally generate a goods receipt accrual posting to the financial ledgers



Register purchase invoice

- Complete 2/3-way match or register a stand-alone invoice, store invoice documents, submit for approval and optionally generate an invoice accrual posting to the financial ledgers



Purchase invoice approval

- Generate the accounts payables posting to the financial ledgers



Payment Run

- The Payment Run will post the cashbook journal and allocate the payments to the invoices, email purchase remittances to suppliers and archive a copy in IDM

Key features and benefits



Automated workflows and processes

Streamline approval workflows, reduce errors and improve efficiencies

- Ensure compliance with the defined procedures, policies and budgets for all purchases
- Formalise purchasing to leverage three-way matching, maintain accurate inventory levels, enhance financial control and ensure accountability
- Optimise processes with automated approval workflows for supplier onboarding and bank detail management
- Match invoices to purchase orders to save time, reduce manual effort and improve accuracy and spend visibility
- Improve payment processing with automated document storage and email delivery of purchase orders and remittance advices
- Focus on efficiencies and control to enhance cash flow, so you can:
 - o Pay suppliers on time
 - o Negotiate favourable terms
 - o Leverage early settlement discounts
 - o Avoid late payment fees
- Simplify upload, retrieval and approval of purchase requests, delivery notes, invoices and contracts. Easy access for approvers, faster purchasing cycles and fewer lost documents.



Manage the entire purchasing process from purchase requests and approvals to order creation, receipt and invoice matching—all in one place.



Real-time spend insights

Control spend and increase profitability with data-driven decision

- Gain real-time visibility into your organisation's spending patterns and identify cost-saving opportunities for better contract negotiations
- Identify areas for cost savings with detailed spend analysis and cost breakdown by business type or geography
- Leverage comprehensive reporting to identify spending patterns, evaluate supplier performance and assess the efficiency of your procurement processes



Reduced risk, enhanced compliance

Strengthen compliance, reduce financial risks and ensure business continuity

- Maintain a transparent audit trail for all procurement activities
- Ensure adherence to internal policies, mitigating fraud risks and reduce the impact of disruptions
- Enable greater control of inventory levels, reduce overstocking and optimise costs



Minimised maverick spending

Increase cost-saving opportunities, decrease operational and quality risk

- Enforce internal purchasing policies to reduce unauthorised purchases and ensure spend is within budget
- Minimise error and streamline activities across departments and locations with automated workflows



Improved supplier relationships

Solidify supplier partnerships and negotiate better terms

- Foster trust and collaboration with suppliers through transparent communication and streamlined processes that ensure on-time payments
- Consistent purchasing from approved suppliers reduces supply chain disruptions and enhances business continuity
- Reduce risk of breaching contracts and strengthen supplier relationships with improved compliance

Unlock the power of Infor SunSystems Cloud

Revolutionise your procurement process and drive financial success with Infor SunSystems Cloud Procure to Pay.

Experience greater control, optimised cash flow and enhanced efficiency throughout your procurement cycle. Unlock the potential of a fully integrated, streamlined Procure to Pay process that maintains cost-effectiveness and supports sustainable business expansion.





About Infor

Infor is a global leader in business cloud software products for companies in industry-specific markets. Infor builds complete industry suites in the cloud and efficiently deploys technology that puts the user experience first, leverages data science, and integrates easily into existing systems. Over 67,000 organizations worldwide rely on Infor to help overcome market disruptions and achieve business-wide digital transformation.

[infor.com](https://www.infor.com)

**Discover how Infor
SunSystems Cloud
Procure to Pay can
transform your business**

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