



Empower your organization and gain control of your spend

PaletteBuyer
Product sheet



Key Features

- Get full control of spend
- Intuitive user interface
- Purchases with just a couple of clicks
- Controlled and automated workflows
- Flexible search functionality
- Drill down supplier analysis and reporting

The easy-to use PaletteBuyer e-procurement solution will help your organization to gain full control over your spend.

Due to its user-friendliness and role based views PaletteBuyer can be used by anyone in your organization. The usage of PaletteBuyer will boost the efficiency in your procurement processes and increase the cost awareness in your organization.

Collaborate with Selected Suppliers

By assisting your employees to purchase from preferred suppliers you can both lower your costs and minimize risk. With PaletteBuyer employees can punch out to your preferred supplier's web

shops to access company specific catalogs. You can import catalogs for easy product selection and even create an ad hoc requisition for those special situations. All purchasing is controlled through detailed permissions and approval workflows. This ensures that your employees are purchasing goods and services within the set budget and from your preferred and properly approved suppliers. Please read more about the budget functionality provided by PaletteBuyer [here](#).

User-friendly procurement experience

PaletteBuyer's user interface is extremely intuitive and easy to comprehend. A web shop look and feel



makes the procurement process easy and efficient. You've certainly heard about concept "one-click-buy" and that is exactly what PaletteBuyer helps you with, to make purchases with just a couple of clicks. PaletteBuyer gives you an overview of products and suppliers with additional descriptions and pictures. You have great search functions and even the possibility to categorize and filter your suppliers and products by different categories with one single click on visual icons such as Recommended, Contracted, and **Ecolabeled** etc. PaletteBuyer keeps track of the total amount of your purchase while building the requisition and displays your selected items on a graphical list view so that you can keep track of your purchase at all times.

Automate processes with touchless invoice

Touchless invoice means that the invoice is received electronically and automatically matched against an order or contract. If the invoice meets all regulatory requirements, it is automatically sent on for payment. PaletteBuyer in cooperation with [PalettePOMatching](#) makes sure that all invoices are automatically

matched against the corresponding PO at the header or line level according to predefined rules and tolerances. Any invoices matching within approved tolerances can be directly sent to the ERP system for recording, without manual intervention. If any information is missing on the invoice it can be corrected and matched manually.

Always on track with your spend and suppliers

PaletteBuyer is a powerful source of useful information for management purposes. Users can select from a long list of search criteria that can be used to generate and save custom reports. Tracking supplier performance, commodity purchases, matching statistics, vendor spend etc. can all be facilitated in the PaletteBuyer reporting system. PaletteBuyer reports can be named, saved and reused when needed. All reports provide a summary result set which can be drilled into to see specific details and actual images. Reports can even be exported to excel for further analysis.

