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Requisition Forms Solutions

A simple and easy to use forms based requisitions solution
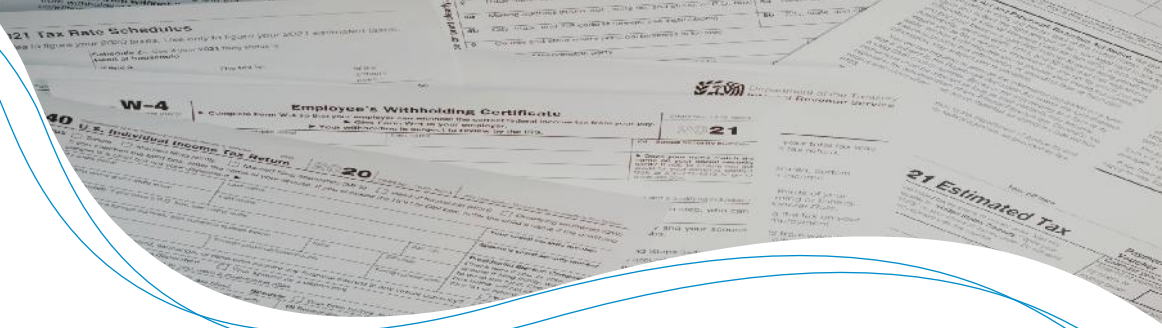
Solution overview

Sometimes your organisation doesn't need a complex requisitions system. If you buy from a few suppliers and have a limited number of products or services that you consume a requisitions system may be overkill for your organisation's requirements B2BE's Requisition Forms solution allows you to create requisitions using an easy to use form based approach.

Selecting goods and services from a product catalogue or simply allowing users to create free form requisitions. The easy to use cloud based interfaces means users can setup favourite items and orders and the requisitions can be approved based on spend and function so requisitions are structured and set you on the right path when pursuing your Purchase to Pay solution.

Key Features

Forms based cloud requisitions
When your requisitions don't need to be complicated B2BE's Requisition Forms solutions is an easy way to control, manage and approve requisitions within your organisation, Easy to setup and supports many types or requisition requirements.

Free form or catalogue based

Particularly when you purchase a lot of services, or mixed products and services free form orders are easy to use. Once configured the user can then enter the relevant details without catalogue data to create the requisition. While catalogue requisitions the user can select from a discreet range of products that you can maintain in a catalogue within the solution.

Favourite items and orders

Of course users can create favourite items or services and favourite orders for repeat requisitions. This makes it quicker and easier when you buy the same things repeatedly.

Requisition distribution and automation

Using document routing workflow or any one of the Document Management solutions requisitions can be sent via; EDI, Web EDI and Email. How the requisition arrives at your supplier can be based on your or the supplier's requirements or capabilities.

Requisition approval workflow

One of the keys to ensure you have control at the requisitions phase of the P2P journey is by having requisitions approved prior to arriving at the supplier's doorstep. This can be configured by spend, function or cross-function, basically how you would like to approve a requisition.