Unit4 Source to Pay
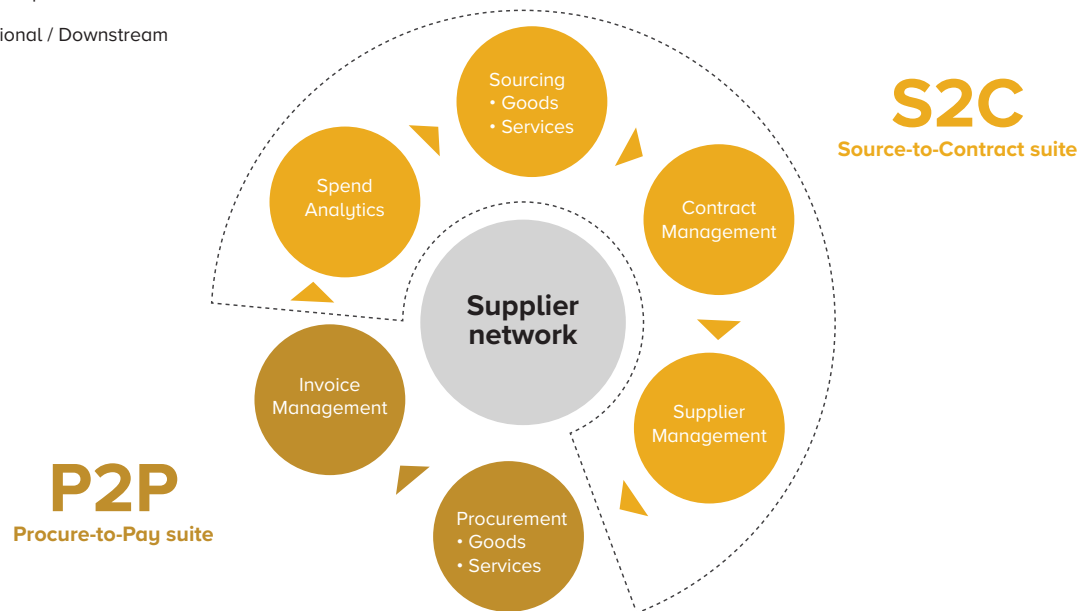## A unified solution for strategic and operational procurement

Unit4 offers an innovative Source-to-Pay (S2P) solution designed to transform the way organizations manage their procurement processes. By integrating strategic sourcing and transactional procurement, Unit4 empowers businesses to drive efficiency, enhance visibility, and maximize value across the entire procurement lifecycle.

What is Source-to-Pay?

Source-to-Pay is an end-to-end process that integrates strategic procurement (Source to Contract) with transactional procurement (Procure to Pay). This holistic approach spans everything from supplier sourcing and contract negotiation to purchasing and payment, creating a seamless, efficient procurement lifecycle.

- Strategic / Upstream
- Transactional / Downstream

S2C
Source-to-Contract suite

P2P
Procure-to-Pay suite

Sourcing
• Goods
• Services

Contract Management

Supplier Management

Procurement
• Goods
• Services

Invoice Management

Spend Analytics

Supplier network

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8.6%

annual savings on procurement costs, compared to

5.6%

for siloed practices

Supplier management

Centralize supplier data with automated updates to ensure compliance and reduce risks.

Sourcing

Enhance supplier evaluation and competitiveness with dynamic sourcing tools.

Contract management

Centralize contracts to boost visibility, ensure compliance, and automate the entire lifecycle.

Purchasing

Automate purchasing workflows to improve efficiency, align goals, and reduce off-contract spending.

Invoice management

Automate invoice processing to eliminate errors, accelerate payments, and optimize cash flow management.

Spend analysis

Leverage analytics to uncover savings, improve financial stability, and align spending with goals.

Why is a full S2P suite important?

A complete S2P solution bridges the gap between strategy and execution, ensuring a unified approach to procurement. While standalone S2C or P2P tools offer specific benefits, only an integrated S2P suite can deliver:

- **Data continuity:** Insights from strategic sourcing flow directly into operational procurement, enabling smarter purchasing decisions.
- **Enhanced collaboration:** A single platform fosters cross-functional collaboration across sourcing, finance, and operational teams.
- **Improved compliance:** Unified tools ensure consistent compliance with ESG, regulatory, and risk management requirements throughout the procurement lifecycle.
- **Maximized value:** By aligning strategy with execution, organizations can optimize spend, reduce waste, and increase overall efficiency.

Source to Pay in action

Strategic sourcing

Onboard new potential suppliers. Manage the sourcing process fromqualification and tendering to final negotiations

Supplier qualification

Supplier due diligence process with screening of company and key individuals' names against global sanctions lists and records.

Spend analytics

Consolidate data to better understand your spend. Support and identify sourcing opportunities.

Source-to-contract

Contract negotiation

Manage clause and document templates. Draft, redline and eSign new contract documents. Capture contract meta-data and get notifications when needed. Consolidate contracts for better overview, reporting, etc.

Contract accounting

Manage items, prices and quantities for the negotiated contract and record the associated commitments.

Procure-to-pay

Payment processes

Confirm goods received, manage and approve invoices and initiate payments.

eCatalogs

Provide users access to buy from approved contracts in an easy and intuitive way.

Purchase orders

Initiates the actual buying process with approved Purchase Orders

Purchase request

Manage the approval workflows for Requests to ensure people only buy according to their budgets, etc.

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