

Poor contract management increases costs and exposes risks



The challenge

Contracts play a vital role in your company's profitability. As contractual agreements govern 80% of business-to-business transactions and affect almost every aspect of a business, it is essential that contracts and their associated suppliers are managed effectively.

Many companies still maintain inconsistent manual processes for managing their contracts and suppliers. Contracts are often stored in an individual's own filing system and procedures and documents are mainly paper-based, with no central repository of relevant information.

When contracts are stuck in drawers or stored on individual computers, they become invisible; and *out of sight is out of mind*. Vital contract information such as previously agreed pricing, negotiated discounts, contract limitations and terms such as termination dates can easily be overlooked.

Framework has been designed to make managing your contracts and suppliers as effective as possible. With each new release Framework further advances as one of the world leading contract management solutions.

Improve visibility & control

- Centralise contract and supplier information in a secure, shared repository.
- Store scanned and electronic contracts.
- Attach any type of documents and notes to suppliers and contracts.
- Ensure physical security of all documents.
- Share knowledge and communications.
- Provide company-wide visibility and reporting to all relevant people.

Increase efficiency & productivity

- Ensure immediate online access to all contract and supplier details, and all their associated notes.
- Reduce contract review and renewal cycle times and eliminate paper-chasing
- Provide an intuitive, user-friendly browser interface with quick search facilities.
- Send email notifications of contract milestone dates, which contain links direct to the relevant information and history.
- Easily create, save and automatically email reports to others.

Minimise risks & liabilities

- Store supplier risk details such as financial and credit status.
- Increase compliance in using preferred and verified suppliers.
- Measure contract risks and store ratings on their severity, likelihood and potential impact.
- Expose high-risk clauses such as termination rights and usage limitations
- Send email alerts of contract cancellation and review dates
- Track changes to contracts with contract history and audit log

Improve contract & supplier performance

- Centralise tenders, quotes and other documents.
- Store supplier contracts, communication notes and history.
- Reduce negotiation cycles and improve supplier relationships.
- Store contract and supplier KPIs and scorecards.
- Track TCO, delivery, quality and service levels.
- Monitor supplier performance and measure against targets.
- Provide intuitive data analysis and reporting of contract and supplier performance.

Reduce spend

- Avoid unnecessary contract renewals.
- Track total contract costs exceeding savings.
- Email alerting of contract costs exceeding savings.
- Contract spend forecasts based on actual contracted terms.
- Reconcile supplier invoices against contracts online.
- Company-wide visibility and reporting.
- Accurate spend reduction and decision making.

"The best contract upon signature can be the worst contract 6 months later if not correctly managed..."

Companies are realising that it does not make sense spending valuable time negotiating contracts just to let them sit idly on shelves, in cupboards or on hard drives.



Flexible Simple & Intuitive

Framework maintains user-friendly simplicity, whilst being totally configurable to each company's requirements. Framework can manage all types of contracts, including maintenance, facilities, customer, sponsorship, IT and many more.

- Intuitive browser interface
- Simple navigation and online help
- Fully configurable

About Software Europe

Software Europe is the UK's leading supplier of contract management solutions. Since 1989 Software Europe has been delivering exceptional products and high quality service that strive to streamline business processes and reduce corporate spend.

Software Europe's Framework is delivers exceptional control and visibility into contract management. We know that every organisation is different and have developed a configurable solution to fit in with the unique way each organisation operates.

Our support philosophy is simple, "we do not go home if we can do more to help our customers". It is viewed as Software Europe's responsibility to ensure all users at a Client site get the most from the products provided.

"Having led the procurement of Framework & had many dealings with Software Europe, I have seen a professional relationship develop between the two that I hope continues for the remainder of the contract & after."

Gary Williams, Office for National Statistics

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