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Scope of Marketplanet's IMPLEMENTATION SERVICE

PROCUREMENT SYSTEMS IMPLEMENTATION

Procurement Strategy for implemented categories	Guidance in defining a purchasing strategy and policy.
	Establish optimal categories of purchases.
	Improve reporting of procurement expenditure.
Process mapping and Implementation Design	Mapping of current procurement processes and providing assistance with automation.
	Guidance in the selection of a suitable procurement system.
Project Management	Comprehensive end2end management for implementation of the new procurement system.
	Professional support at every stage of the process.

CHANGE MANAGEMENT

Change management strategy	Design of necessary changes in existing processes.
	Identifying the reasons for change.
	Identify the change management team and their areas of influence.
	Establishing communication plans.
	Ensuring clarity of the roles and responsibilities of key business users.
Communication Strategy and flow	Creation of an implementation schedule.
	Preparation of appropriate form of communication with users.
	Creation of instructions for the changes made during implementation.
Training for users	Carry out the necessary trainings; familiarising all users with the upcoming changes.
Training for key-users	Appropriate training for managers and other key users.

SUPPLIER ONBOARDING

Suppliers training	Arrangements for, and delivery of, necessary supplier training.
	Familiarisation with the new requirements of the client's system.
	Presentation of tools available to suppliers (if the system offers them).
Buying channels development and implementation	Consulting on the selection of optimal purchasing channels for specific categories.
	Implementation of selected channels for each category of purchase. (Punchout, catalogue shopping, shopping via forms, etc.).
Catalog data collection and implementation	Preparation of batch data for the system based on the catalogues existing in the company.
	Implementation of collected data.
Supplier data cleaning and enrichment	Correct preparation of supplier data to be implemented in the procurement system.
	Assistance with the removal of unnecessary data, inactive suppliers, and the filling in of missing information.
Punchouts catalogs implementation	Implementation and synchronisation of punchout catalogues.
	Assistance in the selection of suppliers offering suitable solutions.

INTEGRATIONS

Business tests and verification	System testing with the client and approval of the prepared data exchange mechanisms.
Technical tests	Verify that the implemented solution functions correctly based on the approved specification.
	Resolve potential bugs and issues before releasing the system for customer testing.
Business specification	Preparation of specifications on how the interfaces (data exchange) between systems work.

Do you have questions?

Contact us



GRZEGORZ FILIPOWSKI
DYREKTOR KONSULTINGU
MARKETPLANET
GRZEGORZ.FILIPOWSKI@MARKETPLANET.PL