



Contract Management for SAP

Mastering the lifespan of your contracts

Your main benefits:

Actively manage contracts of all sorts

Financial control and strong accuracy in budgeting and forecasting

Easy access to contract data and related documents

Control over deadlines (Alert Management), tasks and costs

Integration into existing system landscape and technologies

Based on open and extensible mySAP ERP platform

Business environment

One of the major business challenges an organization is facing today, is to retain an overview of their contractual agreements of all sorts. These contracts vary widely in terms of intended content (purchase and rental contracts, service agreements, memberships etc.) as well as their possible legal and financial consequences for renewal and denouncement.

Our contract management solution facilitates searching and managing contractual as well as financial data. The user friendly functions enable efficient management, renewal and contract reporting. Tracking of contract deadlines, managing the renewal and cancellation process as well as proper cost assignment within the company are crucial and clearly formulated business requirements.

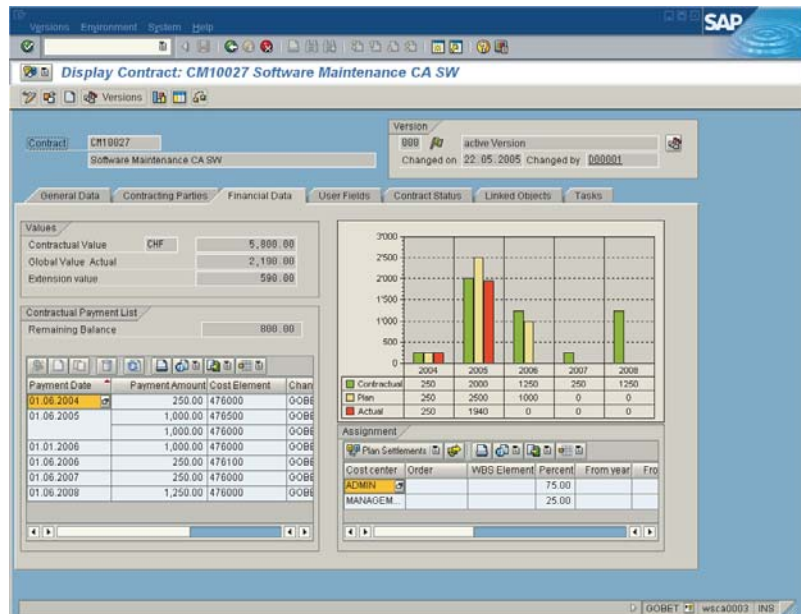
“Contract Management for SAP” is a robust and scalable enterprise contract management solution. The high level of integration and interaction with existing building blocks make this SAP centric solution unique.

Organizational Integration

“Contract management for SAP” enables organizations to effectively manage contracts, reduce contract management costs, streamline the workflow and guarantee proper assignment of internal responsibilities and costs. In addition, it becomes the corner stone for any zero based budgeting activities.

It seamlessly integrates as add-on into your existing SAP landscape. Existing SAP elements such as User Authorizations, Archive Link interface, Organizational Model and existing controlling and logistics objects (internal orders, cost centers, purchase orders etc.) are reused and tightly integrated.

Trained SAP users will notice some additional transactions and naturally start working with them. The contract management platform can be extended with user-fields and is built to handle the load of an enterprise-wide contract management approach.



Functions in detail

The contract management solution offers common functions such as:

- Capture and actively manage contract master data
 - of any form: individual, collective, main contracts, addendums, etc.
 - of any type (customizable): purchase and rental contracts, service agreements, memberships etc.
 - of any category: vendors, customers, internal
- 1000 versions per contract
- Powerful financial integration (Planning / Committing / Billing / automatic generation of postings / Costs allocations)
- Assignment of partner roles and contacts
- Ability to track key dates of contracts
- Document management (support of optical storage solutions)
- Attach any type of notes, external links and files
- Alerts and advanced notifications
- User-defined fields by contract type
- Handle unlimited, customizable inter-contract links
- Powerful, customizable status management by contract type
- Activity / Task tracking
- Risk Management
- Allocations / Periodic processing
- Reports and ad-hoc queries
- Usage of the SAP organizational model for assignments and workflow
- Ability to adapt the user interface through parametrization

Solution Architecture

- Add-on product on top of a SAP ERP (R/3) environment
- Multi-platform support (Windows, Linux etc.)
- Tight integration and usage of the existing SAP Technology stack
- Support of digital imaging
- Easy configuration through parametrization
- Best practice sample configuration provided

Deliverables

- Transport orders for the "Contract Management for SAP" solution
 - Supported Languages: English, French, German
(Additional languages can be provided on request)
 - Installation and configuration guide including best practices
(sample configuration)
 - User Manual
- Optional:
- Scanning solution

Installation Requirements

SAP Application Server:

- SAP ERP platform with release 4.7 and higher
(support for release SAP R/3 4.6 planned)

SAP Content Server (optional):

- Current version

Scanner / optical storage (optional):

- Any SAP certified solution for optical storage supporting the ArchiveLink interface

Further Developments

Based on customer feedback we are currently working on the following solution extensions:

- Zero based budgeting
- Simple subsidy management

Summary

The “Contract Management for SAP” reduces time and efforts to retrieve and administrate contractual information. It enables your organization to master the whole lifespan of a contract and helps avoid financial losses due to missed deadlines. Actively managing your contracts, will lead to increased accuracy in budgeting and forecasting.

Based on standard SAP technology it integrates harmoniously into your existing SAP environment. Implementation is straightforward and ROI can be achieved within a few months.

Order More Information

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