Benefits

Introduce consistency across all tendering activity

Save time and effort with automated task alerts

Standardise procurement procedures

Centralise, secure and version control all documentation

Increase efficiency of contract approval with automated workflow

Locate documents quickly and pre-view without downloading

Engage with suppliers via Portal access

Ensure full auditability and account-ability in procurement

eSourcing with Atamis TM

Procurement functions are continually challenged by the need to implement procedural compliance with limited resources and to control the risks inherent in the procurement of goods or services that are critical to the successful operation of the business.

Atamis TM helps provide that procedural discipline. It guides departmental buyers through the steps required to avoid rushed or risky purchasing decisions. And it saves time for procurement teams and buyers alike by providing a central repository of all tendering and contract approval activity and a secure portal for suppliers to engage with to submit tenders and RFx responses.

Atamis 3.0 is a modular application supporting the whole contract lifecycle:

- Analyse spend in Atamis SA
- Plan your pipeline in Atamis PM
- Source goods and services in Atamis TM
- Contract with suppliers in Atamis CM
- Manage supplier performance in Atamis SRM

Features

Procurement Projects in Atamis TM are generated from pre-configured templates which can range from quick quotes to full-scale tenders. You're also able to create your own templates. Templates save you and your buyers time and ensure standard procedures are followed by presenting pre-loaded questions, documents, procurement team members and even approved suppliers for calling off a framework.

Crucially, the system auto-generates a sequence of tasks displayed in an eSourcing Console with a clear timeline, Do Now actions and customisable guidance for completing the procurement. The Console also provides quick menu links to short-cut common tasks like messaging suppliers.

Free Trial

For a 30-day free trial with your own sample contract data, or for access to our Demo system with free video training tutorials, please email info@atamis.co.uk.

atamis   improving procurement
visibility and control

+44 (0) 2920 444755
info@atamis.co.uk
www.atamis.co.uk

Rapid Setup

Atamis Support will have your initial system set up in a matter of hours. Our Client Briefing Pack provides you with all the guidance you need to send active procurement project data - in any format.

Depending on your requirements, we'll arrange a call or a workshop to confirm custom fields, layouts and permissions and have this configured within a few days.

We provide on-site and webinar training, or you can just use the short video training tutorials.

Training and Support

Three training options are available: On-site, webinar and self-service video tutorials. Our support desk is always on hand if you ever need help using Atamis TM.

Efficiency Savings

Automated reminders are sent to the user the task is assigned to. Tasks are designed with ease-of-use in mind, even for untrained or infrequent users in devolved procurement functions: they'll quickly be able to follow the simple process from receiving an email alert (with hyperlinks and guidance) to completing the required action in the system. A full audit trail is maintained of all completed activity. Furthermore, your procurement resource pipeline plan is automatically updated.
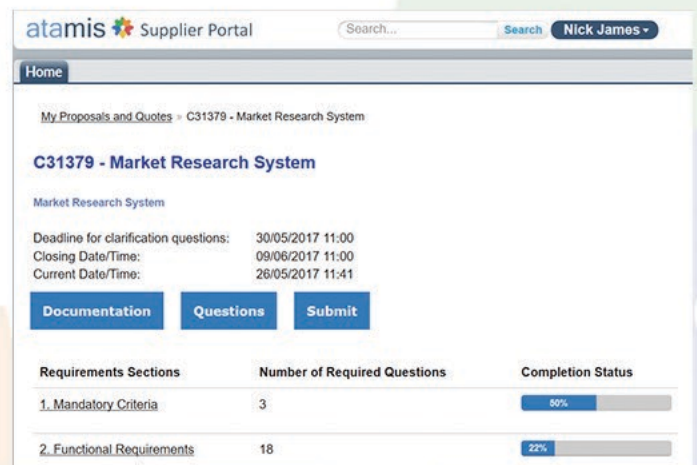
Tender requirements – including evaluation criteria – can be prepared off-line and uploaded in bulk to save you time. You can then either add and invite suppliers manually, let them register through the portal or let the system suggest appropriate suppliers to invite based on the category of goods or services you're looking to source.

Public Sector Requirements

Requirements of PCR 2015 are fully met and monitored for changes. Projects can be advertised via OJEU, the UK's replacement eNotification Service, Contracts Finder, as well as your own configurable Atamis Supplier Portal.

Templates for approved procurement procedures have the necessary timescales for tendering and standstill periods already built in, and users are prevented from by-passing legal obligations.

Supplier Portal

Your suppliers will benefit from a modern, clear interface for downloading documents, responding to tender criteria of all data types and attaching documents securely.

Automated emails ensure that correspondences and updates are never missed and leave a full audit trail of all activity relating to invitations, clarification questions and tender submissions.

Secure

Advanced data security rules ensure that confidential information is protected from the relevant internal and supplier users at the right times, for example restricting access to bids until the tender box has been unlocked, or restricting visibility of clarification questions/answers from selected evaluators if required.
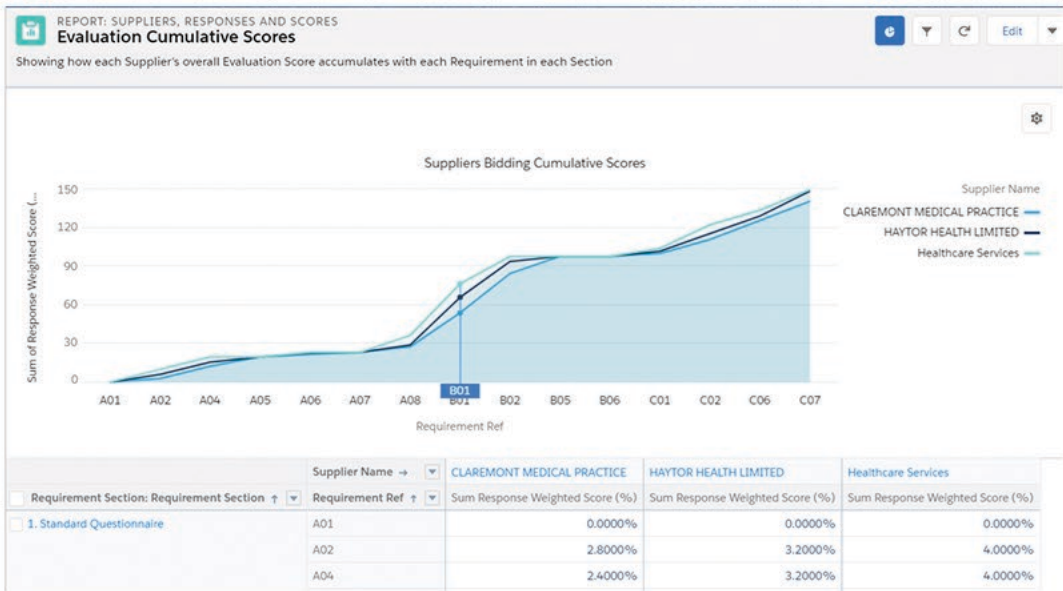
atamis
improving procurement
visibility and control

+44 (0) 2920 444755
info@atamis.co.uk
www.atamis.co.uk

Atamis TM

Clients

Selected clients using Atamis TM include:

HM Land Registry

ADMIRAL GROUP plc

Intellectual Property Office

Principality Building Society Cymdeithas Adeiladu

Evaluation

Evaluation teams of any size can be used to evaluate submissions using weighted scores. The system will complete automated scoring from picklist responses including Pass/Fail options, and also automatically score prices relative to the lowest bidder. Large-scale evaluations can be downloaded, completed off-line and uploaded with an import wizard.

Procurement leads can generate instant evaluation progress reports, evaluation matrices and supplier feedback reports and use the system to communicate this feedback to suppliers in a PDF file that's automatically generated and sent by the system.

Once an award decision has been made, the details are simply moved the Atamis Contract Register for management within Atamis CM. Its unique reference number is retained, as is the audit trail of tendering activity for future reference.

Atamis TM will cut the time taken administering procurement exercises from days to just minutes, and it will guide users to adhere to procedural obligations - increasing productivity while reducing risk and ensuring the best possible procurement outcome every time.

atamis

improving procurement
visibility and control

+44 (0) 2920 444755
info@atamis.co.uk
www.atamis.co.uk