



# SimplyPurchasing: The Most Suitable **Procurement Management** Option for SMEs

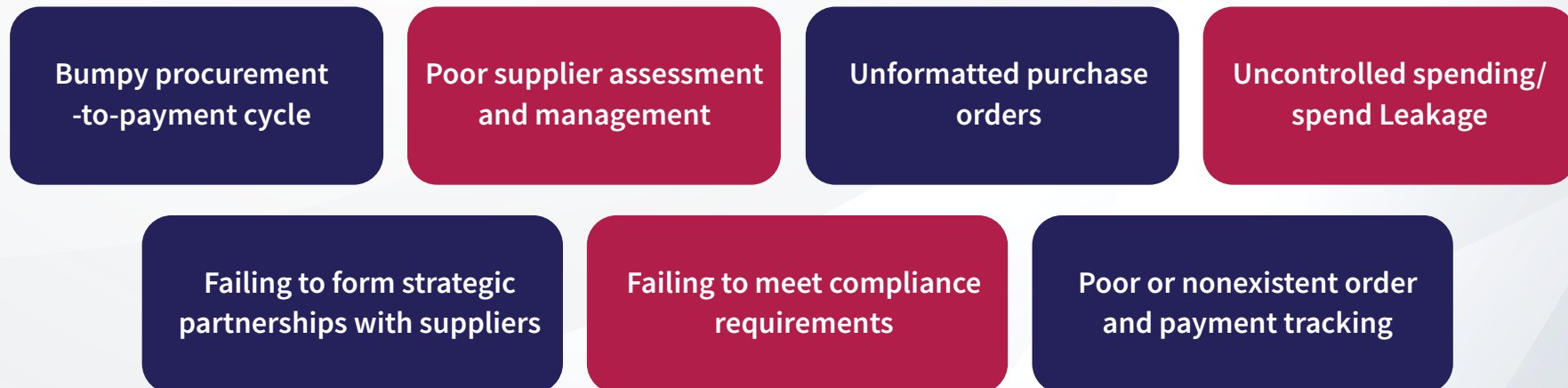
A detailed look at what makes SimplyPurchasing the best software support for procurement and supply chain teams of small and medium-sized enterprises.

# Procurement Challenges Faced by SMEs

Small and medium-sized enterprises usually don't have robust supply chain systems. The absence of strong SC machinery means poor procurement.

The lack of monetary and human resources makes it virtually impossible for them to optimize and streamline their procurement processes.

The following chart gives a snapshot of the recurrent challenges faced by an SME.



# The Solution: **SimplyPurchasing**

Centralizing and automating procurement processes is an inherent solution to many of the aforementioned challenges.

SimplyPurchasing is an easy-to-use, no-frills, and cost-effective procurement management software that offers both i.e. the centralization and automation of procurement processes.

## What Makes Simply Purchasing Ideal for SMEs?



A Lightweight Cloud-Based  
Procurement Management  
Solution



Boasts Simplest Interface



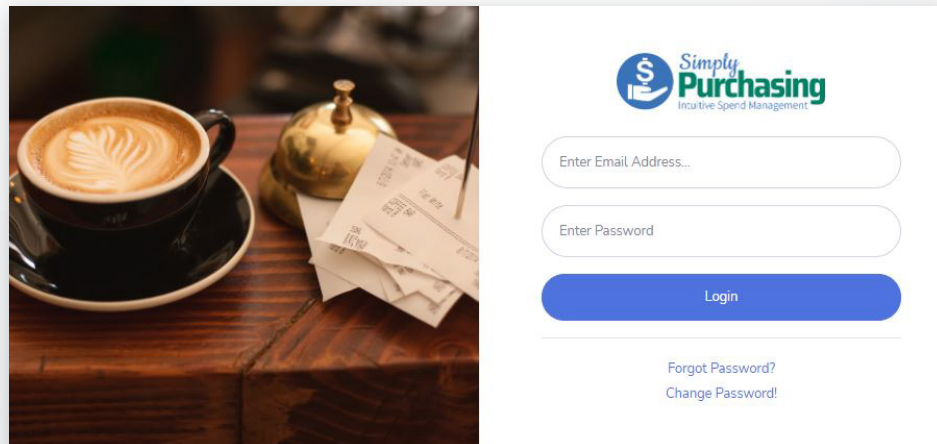
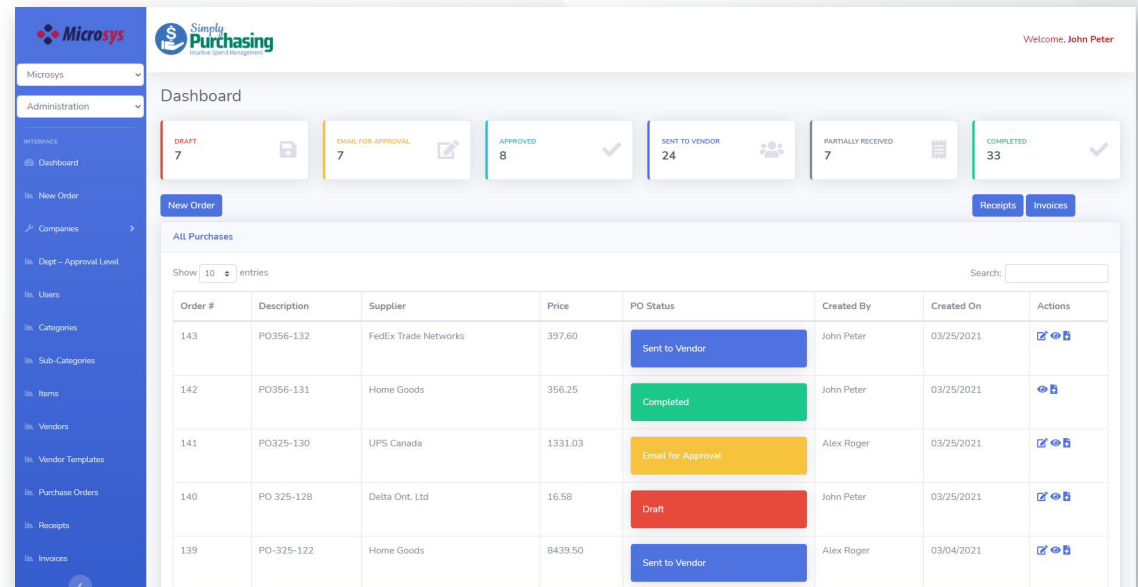
One Account for All



Offers Full PM Software  
functions

# User-Friendly Interface

Your procurement team won't need extensive training sessions for learning the use of SimplyPurchasing. Its social media-esque interface is self-explanatory. Team members even with an entry-level understanding of procurement processes can use it without too much supervision and feedback. It is rare to see comprehensive procurement management software boasting such an easy-to-use interface



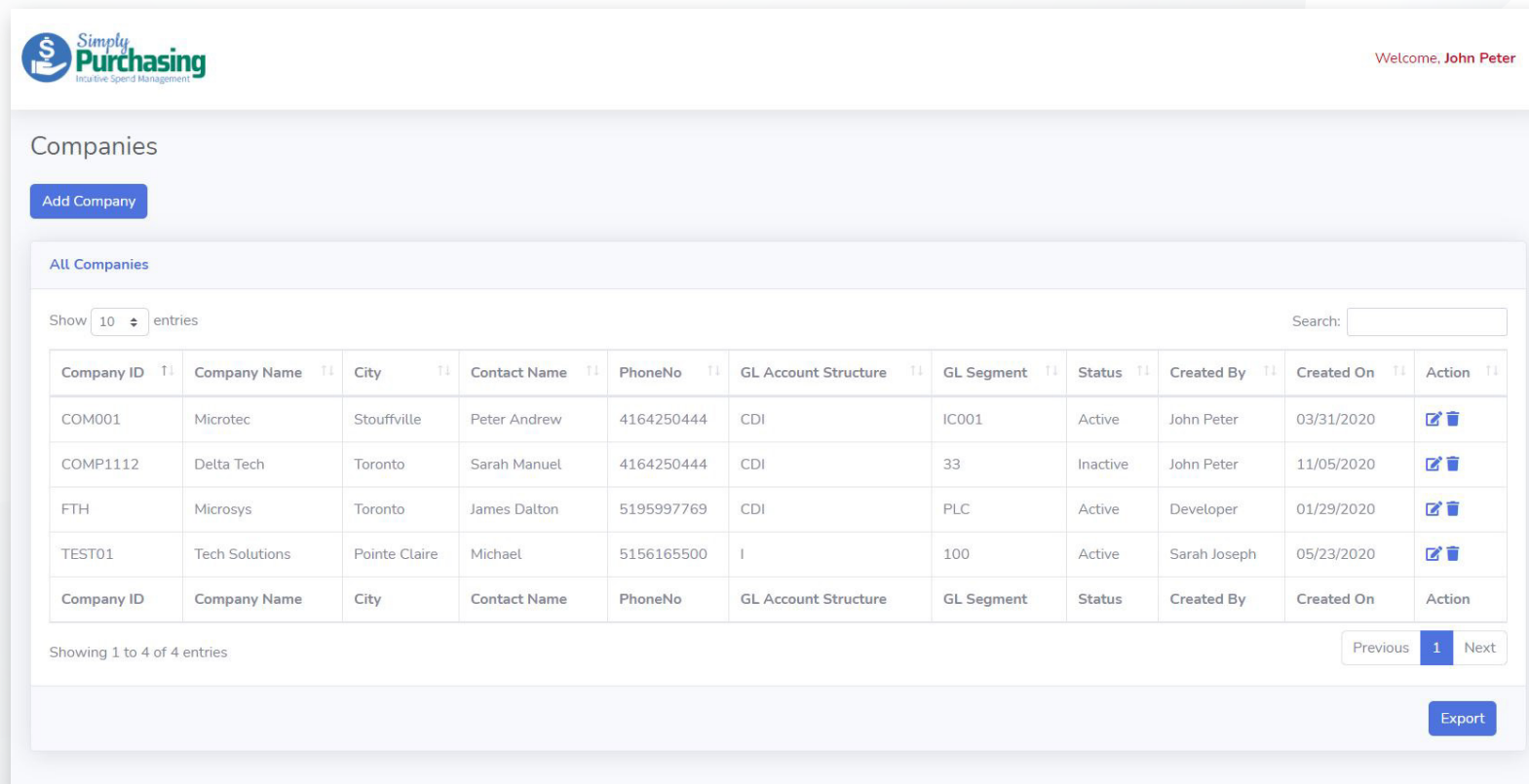
# Cloud-Based Application

With SimplyPurchasing, you don't have to stress your resources in setting up a separate desk/in-house data center/server to run the procurement management software. SimplyPurchasing is a cloud-based platform. You can use it from any device and any location just like any other online app.

Both these SimplyPurchasing attributes make it a custom-made option for a small and medium business that can't afford to spend resources on training and deployment of procurement software.

# One Account – Multiple Companies

- ✓ This is Microsys' unique proposition. It allows a user to manage multiple companies from the same account.
- ✓ This feature can come in really useful for a group of startups coming out of incubators or a peer group of small businesses.
- ✓ They can crowd-fund the Microsys subscription to utilize its features for multiple procurement processes of different entities.
- ✓ The crowdfunding will significantly reduce the operating cost for each entity without forcing them to compromise on any procurement software functionality.



The screenshot shows the 'Simply Purchasing' dashboard with the 'Companies' section active. It features a table with 11 columns: Company ID, Company Name, City, Contact Name, PhoneNo, GL Account Structure, GL Segment, Status, Created By, Created On, and Action. The table displays 4 entries. Below the table, there is a pagination bar showing 'Showing 1 to 4 of 4 entries' and a 'Previous 1 Next' navigation. An 'Export' button is located at the bottom right of the table area.

Simply Purchasing  
Initiative Spend Management









Welcome, John Peter

## Companies

Add Company

All Companies

Show 10 entries Search:

Company ID	Company Name	City	Contact Name	PhoneNo	GL Account Structure	GL Segment	Status	Created By	Created On	Action
COM001	Microtec	Stouffville	Peter Andrew	4164250444	CDI	IC001	Active	John Peter	03/31/2020	 
COMP1112	Delta Tech	Toronto	Sarah Manuel	4164250444	CDI	33	Inactive	John Peter	11/05/2020	 
FTH	Microsys	Toronto	James Dalton	5195997769	CDI	PLC	Active	Developer	01/29/2020	 
TEST01	Tech Solutions	Pointe Claire	Michael	5156165500	I	100	Active	Sarah Joseph	05/23/2020	 
Company ID	Company Name	City	Contact Name	PhoneNo	GL Account Structure	GL Segment	Status	Created By	Created On	Action

Showing 1 to 4 of 4 entries Previous 1 Next

Export



# Has Everything that an SME Needs in Procurement Software

The cloud-based backend, user-interface, and agile performance of Microsys have no bearing on its functionality.

You will get all the features on a centralized platform to streamline and automate your procurement to payment cycle.



Vendor Management



Category and Item  
Management

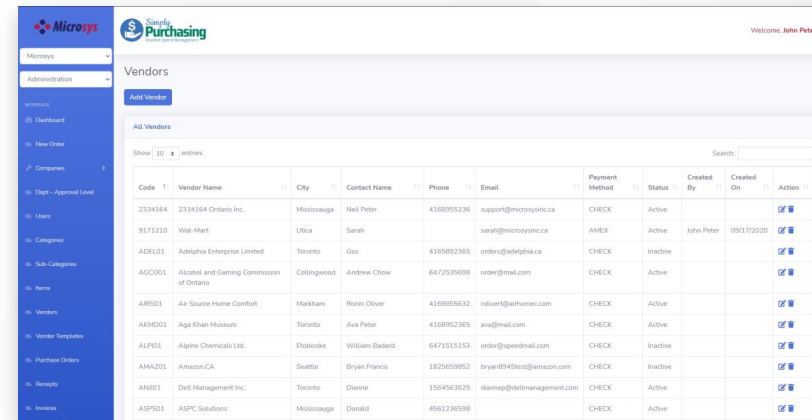






















Customized PO Creation  
and Tracking

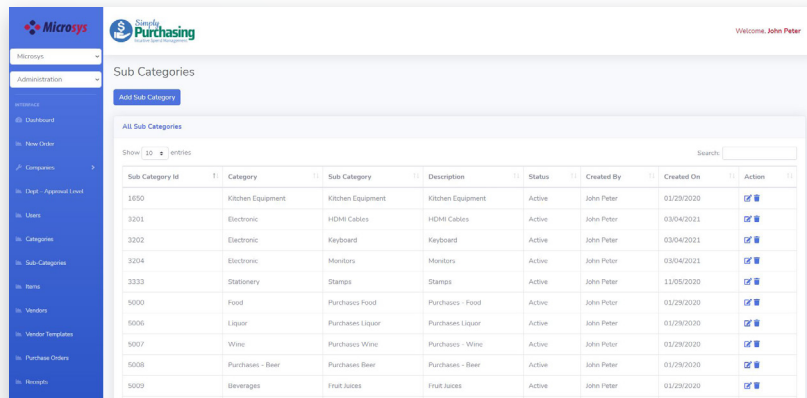






















## Vendor Management

Compile all suppliers in one place and get a bird's eye view to establish better vendor management.



Code	Vendor Name	City	Contact Name	Phone	Email	Payment Method	Status	Created By	Created On	Action
2334164	2334164 Ontario Inc.	Mississauga	Neil Peter	4168955236	support@microsysinc.ca	CHECK	Active			 
9171210	Wai-Mart	Uttara	Sarah		sarah@microsysinc.ca	AMEX	Active	John Peter	09/17/2020	 
ADRL01	Adelphi Enterprise Limited	Toronto	Geet	4165082365	orders@adelphi.ca	CHECK	Inactive			 
AGCO01	Alcohol and Gaming Commission of Ontario	Cottlewood	Andrew Chow	6472636088	order@mat.com	CHECK	Active			 
ARR001	Air Source Home Comfort	Markham	Rosen Oliver	4168955632	rolivert@airhome.com	CHECK	Active			 
AKKH001	Aga Khan Museum	Toronto	Ava Peter	4168952365	ava@mail.com	CHECK	Active			 
ALPD01	Alpine Chemicals Ltd.	Etobicoke	William Badard	6471515153	order@speedmail.com	CHECK	Inactive			 
AMAZ01	Amazon.ca	Seattle	Bryan Francis	1825659852	bryan045west@amazon.com	CHECK	Inactive			 
ANB01	Dell Management Inc.	Toronto	Dianne	1564563625	dianep@delmanagement.com	CHECK	Active			 
ASPD01	ASPC Solutions	Mississauga	Donald	4561236598		CHECK	Active			 



Sub Category Id	Category	Sub-Category	Description	Status	Created By	Created On	Action
1650	Kitchen Equipment	Kitchen Equipment	Kitchen Equipment	Active	John Peter	01/29/2020	 
3201	Electronic	HDMI Cables	HDMI Cables	Active	John Peter	03/04/2021	 
3202	Electronic	Keyboard	Keyboard	Active	John Peter	03/04/2021	 
3204	Electronic	Monitors	Monitors	Active	John Peter	03/04/2021	 
3233	Stationery	Stamps	Stamps	Active	John Peter	11/05/2020	 
5000	Food	Purchases Food	Purchases - Food	Active	John Peter	01/29/2020	 
5006	Liquor	Purchases Liquor	Purchases - Liquor	Active	John Peter	01/29/2020	 
5007	Wine	Purchases Wine	Purchases - Wine	Active	John Peter	01/29/2020	 
5008	Purchases - Beer	Purchases Beer	Purchases - Beer	Active	John Peter	01/29/2020	 
5009	Beverages	Fruit Juices	Fruit Juices	Active	John Peter	01/29/2020	 



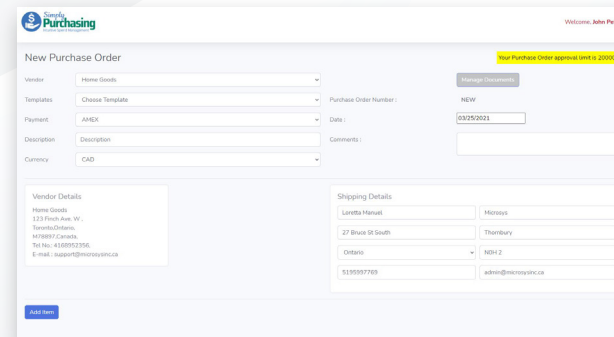
## Category and Item Management

Streamline all the items-to-procured in categories and sub-categories and items and sub-items for quick PO generations.



## Customized PO Creation and Tracking

Create different PO templates for different items and vendors to furnish customized purchase orders in no time. Then track those customized POs in real-time.



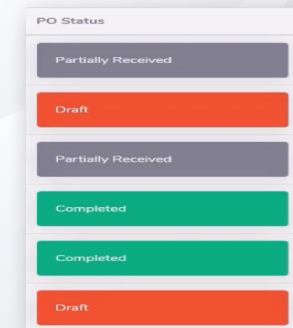
**New Purchase Order**

Vendor: Home Goods | Templates: Choose Template | Payment: AMEX | Description: | Currency: CAD

Vendor Details: Home Goods, 123 Main Ave. W., Toronto, Ontario, M5H 2N2, Tel No: 4168952365, E-Mail: support@microsysinc.ca

Shipping Details: Loretta Havel, 27 Bruce St South, Toronto, Ontario, M5H 2N2, Tel No: 4168952365, E-Mail: admin@microsysinc.ca

Buttons: Add Item, Manage Documents



**PO Status**

Partially Received

Draft

Partially Received

Completed

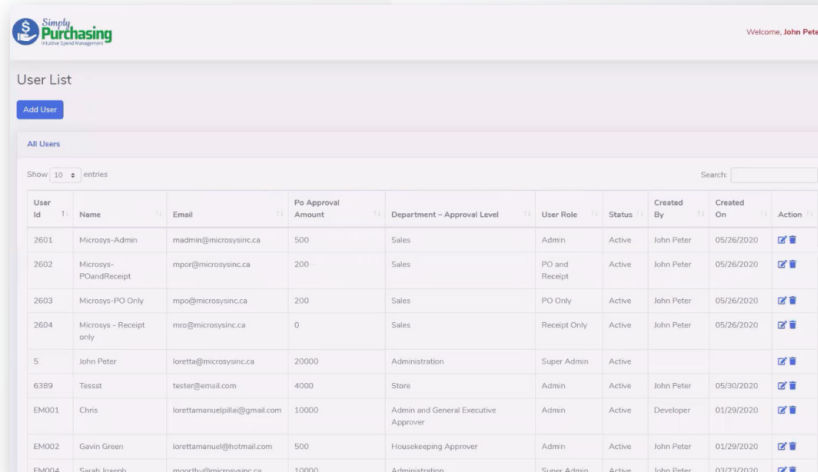
Completed

Draft



## Multi-User Roles— Better Access Control

This feature lets you assign different user statuses to different team members for accessing SimplyPurchasing data and features. Multi-user roles help organizations with better access control of their spend management operations and resources.



SimplyPurchasing  
Welcome, John Peter

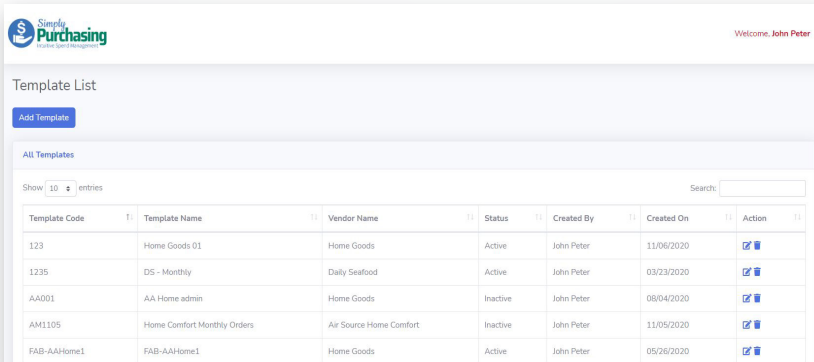
User List

Add User

All Users

Show 10 entries

User Id	Name	Email	Po Approval Amount	Department - Approval Level	User Role	Status	Created By	Created On	Action
2601	Microsys-Admin	madmin@microsysinc.ca	500	Sales	Admin	Active	John Peter	05/26/2020	<a href="#">Edit</a> <a href="#">Delete</a>
2602	Microsys-PO and Receipt	mpor@microsysinc.ca	200	Sales	PO and Receipt	Active	John Peter	05/26/2020	<a href="#">Edit</a> <a href="#">Delete</a>
2603	Microsys-PO Only	mpo@microsysinc.ca	200	Sales	PO Only	Active	John Peter	05/26/2020	<a href="#">Edit</a> <a href="#">Delete</a>
2604	Microsys - Receipt only	reo@microsysinc.ca	0	Sales	Receipt Only	Active	John Peter	05/26/2020	<a href="#">Edit</a> <a href="#">Delete</a>
5	John Peter	loretta@microsysinc.ca	20000	Administration	Super Admin	Active			<a href="#">Edit</a> <a href="#">Delete</a>
6389	Tessat	testat@emul.com	4000	Store	Admin	Active	John Peter	05/30/2020	<a href="#">Edit</a> <a href="#">Delete</a>
EM001	Chris	lorettamanuel@emul.com	10000	Admin and General Executive Approver	Admin	Active	Developer	01/29/2020	<a href="#">Edit</a> <a href="#">Delete</a>
EM002	Gavin Green	lorettamanuel@hotmail.com	500	Housekeeping Approver	Admin	Active	John Peter	01/29/2020	<a href="#">Edit</a> <a href="#">Delete</a>
EM004	Swath Joseph	swathj@microsysinc.ca	10000	Administration	Super Admin	Active	John Peter	01/23/2020	<a href="#">Edit</a> <a href="#">Delete</a>



SimplyPurchasing  
Welcome, John Peter

Template List

Add Template

All Templates

Show 10 entries

Template Code	Template Name	Vendor Name	Status	Created By	Created On	Action
123	Home Goods 01	Home Goods	Active	John Peter	11/06/2020	<a href="#">Edit</a> <a href="#">Delete</a>
1235	D5 - Monthly	Daily Seafood	Active	John Peter	03/23/2020	<a href="#">Edit</a> <a href="#">Delete</a>
AA001	AA Home admin	Home Goods	Inactive	John Peter	08/04/2020	<a href="#">Edit</a> <a href="#">Delete</a>
AM1105	Home Comfort Monthly Orders	Air Source Home Comfort	Inactive	John Peter	11/05/2020	<a href="#">Edit</a> <a href="#">Delete</a>
FAB-AAHome1	FAB-AAHome1	Home Goods	Active	John Peter	05/26/2020	<a href="#">Edit</a> <a href="#">Delete</a>



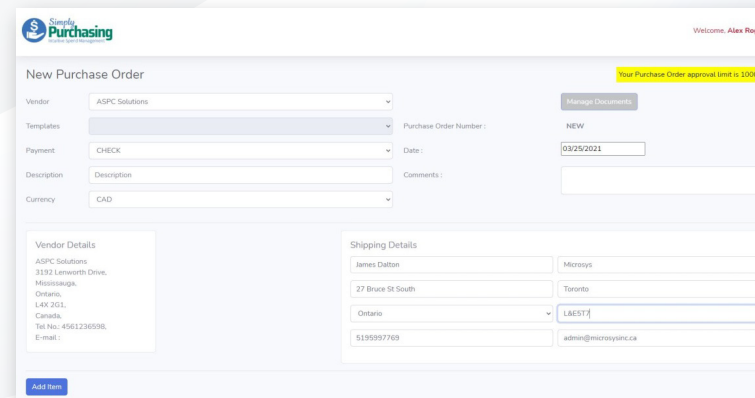
## Vendor Templates— Improves PO Management

You don't need to create individual orders for recurring purchases from the same group of vendors. With this feature, you can create order templates for different vendors based on recurring procurement requirements. This will improve the pace of order creation and dispatching.



## Multi-Level Approval— Streamlines Compliance Management

This feature enables managerial supervision of all the orders created by the employees. Multi-level approval prevents wrong order placement, spend leakage, and ensures better compliance management.



SimplyPurchasing  
Welcome, Alex Roger

New Purchase Order

Your Purchase Order approval limit is 1000.00

Vendor: ASPC Solutions

Templates: NEW

Payment: CHECK

Description: Description

Currency: CAD

Purchase Order Number: 03/25/2021

Comments:

Vendor Details

ASPC Solutions  
3192 Lenworth Drive,  
Mississauga,  
Ontario,  
L4V 2G1,  
Canada,  
Tel No.: 4681236598,  
E-mail:

Shipping Details

James Dutton

27 Bruce St South

Ontario

L8E3T7

5195997769

Microsys

Toronto

admin@microsysinc.ca

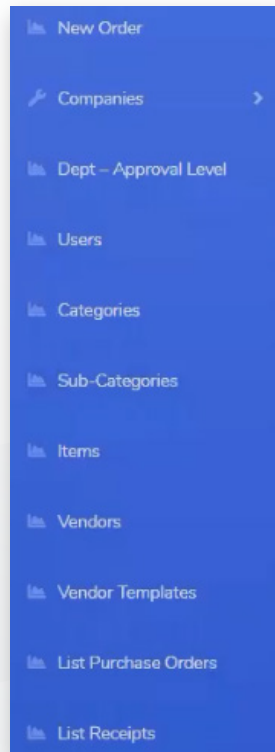
Add Item





## Data Archive—All Spend Information at One Place

SimplyPurchasing is not just a spend management application. It is also a spend management database. Its cloud backbone stores all the archived orders and receipts at one centralized location that you can retrieve from anywhere. This easy and remote access to spend data comes in handy while making future plans.



## ERP Software Integration—Better Control of Regular Business Activities

Many organizations manage various everyday business operations (accounting, project management, risk management, compliance, etc) from an ERP software application. You can easily synergize SimplyPurchasing activity with your ERP operations. All the daily transactions happening on SimplyPurchasing can automatically integrate into your ERP portal. In short, SimplyPurchasing improves and expands the usability of any ERP application as well.

