Infor SunSystems Purchasing

Complete oversight on purchasing activities to improve control and reduce costs

Infor® SunSystems delivers powerful tools to manage and simplify purchasing processes. The solution is highly configurable and gives organizations the ability to analyze and report on a comprehensive database of supplier information in order to improve buying power.

The SunSystem® Purchasing module includes purchase order entry, purchase order confirmation, printing purchase orders, goods receiving, AP invoice entry, and invoice matching. It also includes flexible purchase cycles, extensive user-defined analysis fields, and numerous user-defined value calculations.

The Purchasing module provides components for purchase invoicing, purchase management, and budget and commitment control—as well as options for advanced pricing and product profiles that deliver profiling specifically for suppliers. The module also allows for real-time financial ledger updates.

Support your digital transformation

- Infor OS serves as the underlying technology platform of Infor SunSytems—ensuring that systems work together seamlessly

- With a modern, conversational user experience, the Purchasing module is more intelligent, intuitive, and delivers greater value

- Because SunSystems is cloud-enabled, it can react quickly to ever-evolving industry and market changes
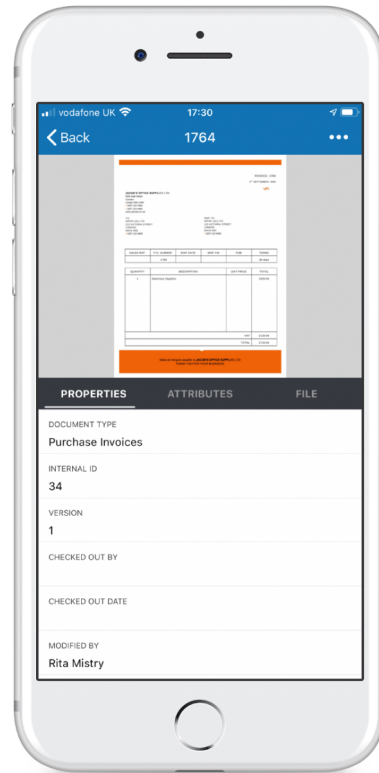
Purchase requisitioning

- Requisition entry
- Workflow approval routing
- Requisition inquiry/history
- Buyer workbench
- Auto conversion to purchase order upon approval
- Budgeting inquiries

Purchase order entry

- Enter, amend, review, and delete purchase orders and returns
- Use units of measure and UOM conversion
- Process by individual lines
- Set operator permissions on actions
- Take advantage of commitment checking and budget checking; standard, scheduled, blanket, prepaid, and back-to-back orders; and direct invoice entry
- Match multiple and part orders to single invoice lines
- Approve multilevel purchase orders/invoices, using amounts, quantities, items, projects, and cost centers
- Set reapprovals if an order is changed, as well as approval tolerances on values

Purchase processing

- Sequence or eliminate various purchasing stages to match business needs
- Set up hard or soft budget and commitment checking and report on excess purchase invoice spend against budget
- Create security-based views per user, with extensive drill-paths to associated information
- Set up automated procedures to select or print purchase orders, and match invoices and goods receipts
- Take advantage of full three-way matching
- Use the receipt note functionality to track goods, services, and non-stock items
- Perform receipting using inspection locations and receipt transfer to permanent stocking locations
- Avoid arbitrage differences between currencies that can occur from successive conversions with a flexible conversion process
- Hold invoices in their actual value according to the time they were created at a user-defined rate in up to three currencies

Mobile purchase requisition transaction approvals on an iPhone.

Supplier management

- Search an extensive range of data per supplier
- Review supplier performance analysis for price, delivery dates, and quality
- Perform analysis on a wide range of performance statistics

Pricing management

- Use sophisticated and flexible pricing capabilities for structured price bands
- Set up a price book hierarchy of up to ten levels for complex requirements
- Take advantage of user-updateable purchase prices
- Maintain approval hierarchies, showing IDs, limits, and criteria

Reporting on purchasing

- Gain access to reports through the user's defined view or directly from menus

- Create standard reports on supplier listings, invoices by line detail, commitments, purchase order status, and order amendments

- Perform simple and rapid reporting in any combination of currencies

- Set up statistical declaration reports as required by European tax authorities

Integration

- Create custom workflows and alerts via Infor OS integration

- Import purchase orders, goods receipt notices, and invoice information from external sources

- Export purchase orders for use elsewhere

- Map values from a movement or transfer to the ledger

- Leverage integrated mobile functionality

Extend purchasing control

Organizations can increase purchasing control with Infor SunSystems and its web-based, end-to-end, procure-to-pay capabilities that support centralized and decentralized purchasing, purchase requisitions, orders, contracts, receipts, invoice processing, and reconciliation.

Complementary solutions

- **Infor SunSystems brochure**

- **Infor SunSystems Accounting brochure**

- **Infor SunSystems Fixed Assets Accounting data sheet**

- **Infor SunSystems Corporate Allocations data sheet**

- **Infor SunSystems Sales Order Management data sheet**

- **Infor SunSystems Inventory data sheet**

- **Infor SunSystems Query and Analysis data sheet**

- **Infor SunSystems Connect data sheet**

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