



## The Purchasing and Material Management Solution to Meet the Needs of the Non-Profit Community

*A Bellwether LLC White Paper*

As a non-profit organization, you face many unique challenges: An environment of constant resource constraints. Pressure to minimize operational overhead while maintaining high-quality customer service. Rigorous and often burdensome requirements for accounting, reporting and administrative management face the non-profit organization on a daily basis without the resources and times expertise to gather and deliver the proper business decision for a particular set of circumstances.

To meet these challenges, you need business systems that are easy to implement quickly and cheaply, simple and straightforward to use, and that contribute to efficiency by streamlining operations to help cut costs. In addition, you need flexible procurement and material management solution that can automate fund accounting and allocation tasks, handle complex requirements, streamline and consolidate budgeting processes, and provide detailed, customized reporting.

Bellwether's PMX solution has helped many different kinds of non-profit organizations to be successful in today's business environment by providing enterprise systems and implementation expertise designed to meet the needs of non-profit concerns. Bellwether's PMX Organizations is a powerful, flexible business system that's just right for Non-Profit organizations like yours who need to get new systems in quickly, streamline operations and maximize return on investment.

### Procure Efficiently and Cost Effectively --

Spending is inevitable. Controlling spending efficiently and effectively may not be as inevitable, unless you utilize Bellwether's PMX Procurement solution. Bellwether's PMX Procurement offering empowers your staff by making cost effective purchasing decisions that comply with preferred supplier relationships to maximize discounts and adhere to established approval processes to control costs.

### Analyze Your Operations --

If you could predict the future you would be guaranteed success. The reporting and analytics capabilities in Bellwether's PMX give you a Non-Profit Organization the next best thing: packaged analyses that reveal

what is working in your organization and what is not. The Bellwether's PMX solution is a complete set of tools that enables strategic analysis of the rich data throughout Bellwether's PMX for Non-Profit Organizations

Request inventoried items, non-inventoried items, services and "one time" items. Availability is displayed for inventoried items; approximate lead- time is shown for other types. Once the item is identified, the originator simply enters the quantity required and a requested delivery date and the requisition is created.

Request a price quotation or specify that an inventoried item should be purchased and "drop shipped". Justification notes and buyer instructions are also available. General Ledger account coding is automatic and can be based on the type of item, job or cost center and the user's entity, division or department. Allocation formulas allow costs to be spread across multiple accounts.

Completed requisitions are automatically routed for approval. Once approved, requests are forwarded to a purchasing or to a stocking location for issuance. Automatic e-mail "Alerts" ensure requests are handled in a timely manner. A simple inquiry allows each user to view the progress of all open requests.

Bellwether allows you to strengthen supplier relationships, negotiate favorable contracts, and reduce purchasing costs. Purchase order entry is simple and quick. Entry tools allow you to order a standard kit, access a catalog, and use a shopping list or copy an order. Pricing, accounting, freight and tax calculations are automatic.

Create a master "Request For Quotation" and automatically email it to a bid list. Create a supplier portal, register new suppliers and accept bids. Use the "punch out" feature to access supplier websites and find, select, and configure goods for purchase. Check availability, request a quotation, review supplier catalogs all without leaving the purchasing application. E-mail purchasing documents to contacts at a supplier location and watch prices and purchasing lead times drop.

Flexibility is "built in" allowing you to satisfy your specific purchasing needs without customization. Each supplier can have multiple addresses (no limit). A purchase order can be received` at multiple locations on multiple dates. You can even receive and ship items on the same purchase order. An unlimited amount of free form text can be entered on a purchase order. Standard paragraphs can be automatically applied as well.

Advanced features include:

- multiple ordering tools and order types
- email and fax support

- bid collection and bid analysis
- purchasing facilities for services, assets and inventory
- drop shipments
- purchasing contracts and blanket order support
- approval routing (by value, commodity and document type)
- supplier performance measurement

Offering leading-edge technology and backed by Bellwether's more than two decades of experience developing software for nonprofits, Purchasing Management eXtra can make your organization more productive than ever before.

#### TECHNOLOGY

- Leading technology for fast and powerful performance.
- Client/server database architecture.
- Advanced processing design for fast, reliable results.
- Powerful, low-maintenance relational database: SQL
- Move to a 'paperless' office.

If you could predict the future you would be guaranteed success. The robust database that is provided with in Bellwether's PMX allows the end user to generate robust reporting and analytical capabilities for managing a Non-Profit Organization. This gives you the next best thing: packaged analyses and reports that reveal what is working in your organization and what is not. The complete Bellwether Purchasing Management eXtra solution is a robust set of tools that enables strategic analysis of the rich data throughout the system efficiently and effectively running a purchasing and material function for Non-Profit Organizations.