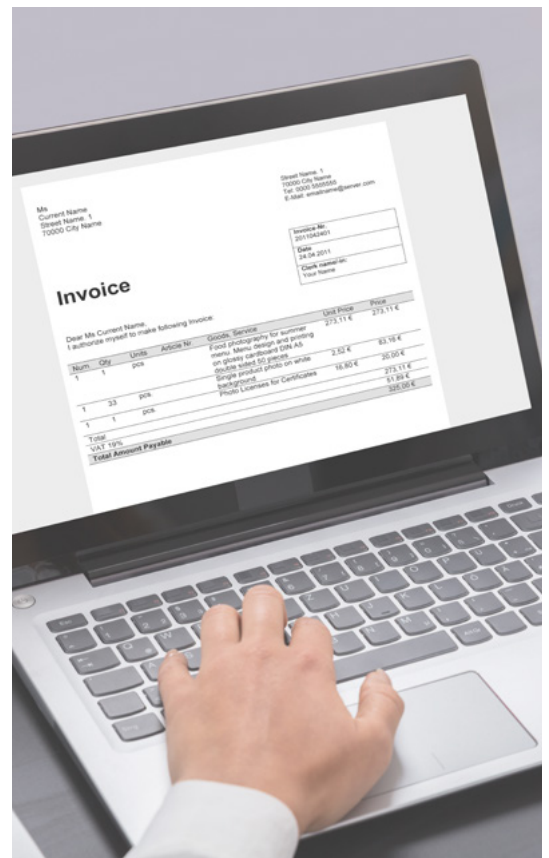# **Mi** Supplier Portal

For internal and External Supplier Management

Onboarding new suppliers and maintaining existing ones, is laborious, time consuming and costly. This process can be radically improved with ARCivate's **Mi** Supplier Portal, allowing suppliers the ability to manage their own data, communicate, update and report on their data and invoice status.
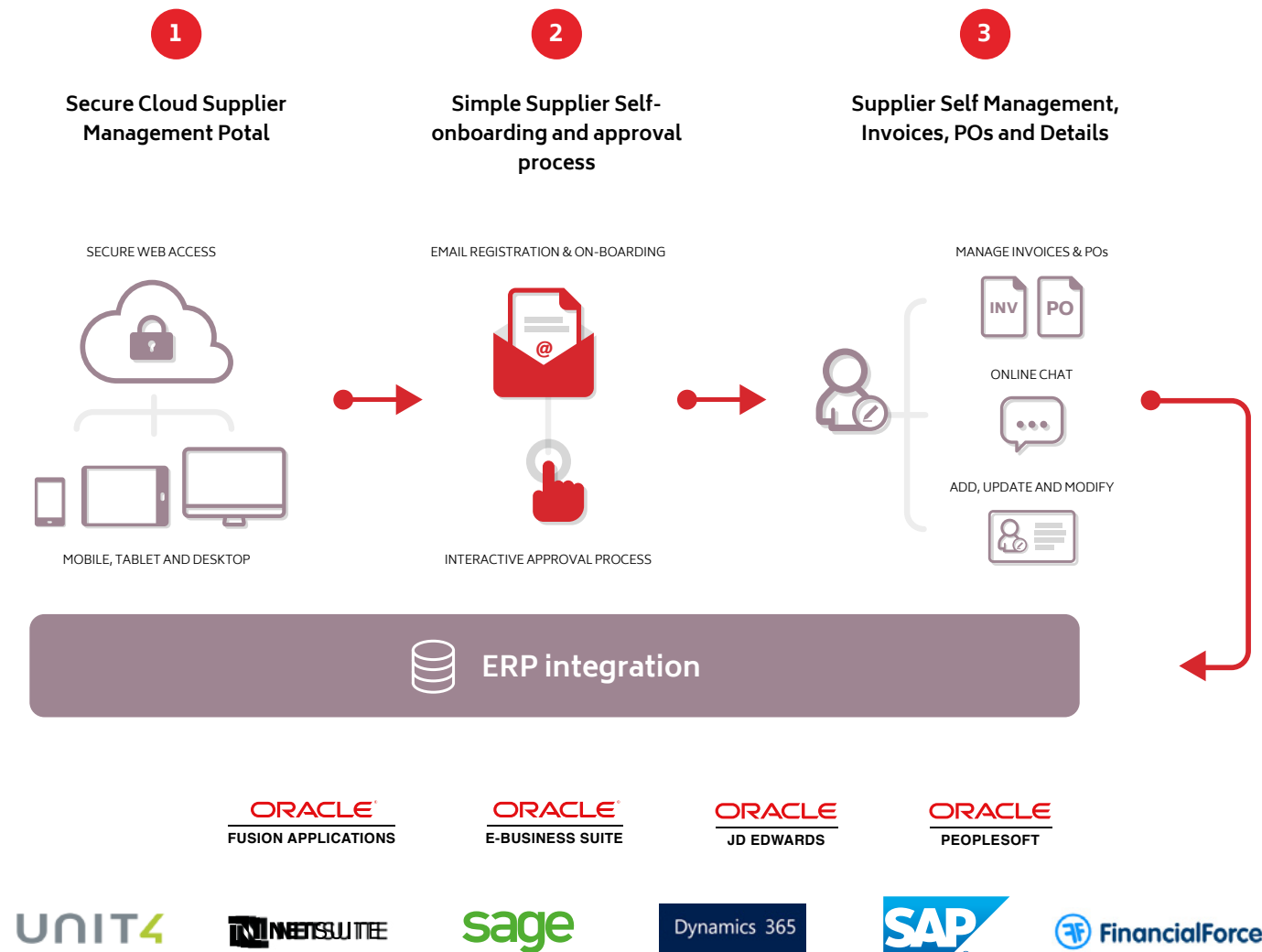
The amount organisations communicate and interact with their suppliers is increasing, it is also an area for improvement and cost savings by allowing suppliers to be able to gain access to the information they need and require but also interact back and update so reducing the need for a paper trail, chasing letters, emails and phone calls.

How many times has the finance department heard a supplier say "when is my invoice going to get paid?", so now the supplier can access that and much more using **Mi** Supplier Portal, which enables vendors to have secure access 24/7 via secure login.

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The Key Features and Benefits of Mi Supplier Portal

- Supplier On-boarding
  - All suppliers can be given access to be able to add, update & modify data
- Suppliers can upload a document to support amendments
- Ability to view invoices submitted status
- Communicate via online chat
- Upload an invoice directly
- View Purchase Orders sent to Supplier
- PO Flip
- Interfaces to all leading ERP's
- Dashboard view for both supplier and client
- Full dynamic approval process
- Reduce time consuming data entry and data errors
- Implement best practices
- Enhanced collaboration between procurement, finance and operations

Mi Supplier Portal gives your organisations suppliers the ability to access the information on their orders, invoices and data through a secure web interface and allow for interaction via online chat. They have a dashboard to be able to gain immediate answers to their everyday questions but importantly you also have the ability to manage all your suppliers more efficiently.

The solution is a true cloud environment that is multi-tenanted to give a rapid deployment and so maximise benefit of the solution instantly. There is also a private cloud option if you require a dedicated environment.

Is it for you?

Any organisation with more than 500+ suppliers can benefit from a supplier portal and therefore should consider **Mi** Supplier Portal. With ever-greater need to be able to interact with suppliers and manage their needs through all communication methods, a supplier portal is becoming a necessity for organisations to be able to streamline time-consuming processes.

1 Secure Cloud Supplier Management Potal

2 Simple Supplier Self-onboarding and approval process

3 Supplier Self Management, Invoices, POs and Details

SECURE WEB ACCESS

MOBILE, TABLET AND DESKTOP

EMAIL REGISTRATION & ON-BOARDING

INTERACTIVE APPROVAL PROCESS

MANAGE INVOICES & POs

INV   PO

ONLINE CHAT

ADD, UPDATE AND MODIFY

ERP integration

ORACLE FUSION APPLICATIONS

ORACLE E-BUSINESS SUITE

ORACLE JD EDWARDS

ORACLE PEOPLESOFT

UNIT4   NETSUITE   sage   Dynamics 365   SAP   FinancialForce

Facilitate Vendor Self-service

With **Mi** Supplier Portal your suppliers have access to a secure interactive web interface where within just a few clicks, they can get the most current status of their invoices, purchase orders, and supplier data. It also allows suppliers the ability to communicate with you via online messaging, provides instant access to their most current information and stops the requirement for phone calls, emails and other correspondence. It provides a complete self-service portal to reduce your supplier interaction.

Increase Supplier acceptance

Mi Supplier Portal makes it easy to grow supplier on-boarding to almost every supplier by providing an intuitive cloud based solution. By offering a supplier portal to the majority, you can dramatically reduce supplier's repetitive phone inquiries, manual paper trail and processing, and problematic communication. For example, the supplier can see all purchase orders relating to them and can then at the push of a button send back an electronic invoice (PO Flip) so removing any need for finance or AP to have to process anything except the payment. Likewise, suppliers can manage their master data and make amendments and updates so that you have the most accurate and up to date information, these are tracked and routed for

approval to ensure controls and compliance are maintained. Suppliers also have the functionality of being able to submit an invoice electronically and track its progress, this saves you postage and ensures a speedy delivery.

Supplier Management

Suppliers can be simply set-up and on-boarded via a registration process where an email is sent out allowing them to on-board themselves with all the relevant information and then attach the necessary documents to be then routed to the relevant department/person with your organisation for approval before updating your ERP.

You can also track all supplier's usage of the portal along with outstanding approvals, queries and status. There is also the ability to communicate with suppliers via notifications and live chat. This gives you the ability to have overall control, visibility and benefit from such a portal.

Integration to ERP

The cloud solution **Mi** Supplier Portal integrates with all the leading ERP solutions including Oracle Fusion, EBS, JDE, NetSuite and PeopleSoft. The solution securely interfaces to your ERP master data and has full approval controls to maximise the benefit of the portal to

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