

Procurement Solutions

Flexible, end-to-end services delivered by global experts.

From laptops to product components, companies need to make purchases to conduct their business.

But managing all of the suppliers and associated costs required to operate can be a daunting task. Are you getting the best value for the money?

Xerox procurement solutions can help you harmonize procurement processes, improve spend transparency, align this spend to your corporate strategy and ultimately, reduce costs. We've combined innovation, sourcing expertise and processing prowess to create a flexible, end-to-end source-to-pay solution that centralizes your operation and delivers results.

Expert Management for the Complete Source

In creating this solution, we brought together 50 years of Xerox experience in sourcing, our established relationships with global suppliers and our proven methodologies and made these available as a comprehensive service offering for our clients.

We strive to improve your bottom line, which in turn helps you improve your competitive position in the marketplace. For us, it's a combination of price-focus and strategic category management that delivers optimum results.

Our services are designed to work with our clients' individual needs. Some choose category-specific solutions. Others choose the full range of options. You can employ our S2P services individually or in any combination you need, with the flexibility to add more as circumstances change.

Our Approach

Our multi-phased approach starts with gaining a clear understanding of your needs and "desired state." Using this data, we create and, upon approval, implement the appropriate strategy. But we don't stop there. We continue managing the end-to-end process on your behalf to ensure compliance and drive continuous process improvement.

The fact is, you can have a great contract for a supplier that no one uses or a low-cost contract with a supplier that doesn't deliver. Our approach helps us deliver the best solution for your company – one that meets their requirements, while improving efficiency and transparency, and reducing costs.



Key Differentiators

- Manage \$10.4 billion in spend
- Process over 40 million invoices
- Transact \$421 billion in payables
- Maintain global "CIPS" certification

A number of factors make our solutions different. We have 1,800 professionals supporting source to pay and 600 procurement experts located around the globe. Our procurement professionals have a deep knowledge in specific procurement categories like travel or technology. This specialization enables us to stay on top of industry trends and apply this knowledge to the work we do for our customers.

Our global presence works to your benefit as well. We have native-speaking, in-country Xerox experts interacting with international suppliers, both building relationships and giving you immediate access to low-cost providers in the Asia-Pacific region and beyond.

Getting it Right: Direct and Indirect Procurement

Xerox is one of the few companies supporting the entire procurement lifecycle for some of the world's leading manufacturers in diverse industries such as automotive and transportation, aerospace, paper, packaging and petroleum as well as commercial and residential construction.

- **Direct (or Production) Procurement** involves sourcing the components and raw materials that go into a manufactured product. Our procurement engineers work with your team at the product concept stage, analyze competitive product costs and identify the optimum sourcing strategy for the project. We negotiate with suppliers, ensure readiness, and continually work with your supply chain to promote continuous cost improvement.
- **Indirect (or Non-Production) Procurement** involves sourcing everything needed to run a business – from telecom, mail, maintenance, repair and operational services, to transportation, contract labor and information technology – and everything in between. We help define requirements, solicit bids and negotiate with and manage suppliers, with a goal of continuous process improvement, lower costs and improved service levels.
- **Accounts Payable Sourcing** services include payment for goods and services including invoice processing, resolving discrepancies, addressing defects and responding to vendor inquiries — with improved cash flow management, increased discount capture and better spend visibility.

Getting it Under Control: Procure to Pay

Finding and managing the best, most reliable suppliers is only part of the equation. Understanding spend and then optimizing the requisition, ordering and payment cycles within your supply chain as key to controlling budgets and standardizing procedures company-wide.

- **Spend Analysis Tools and Advisement Services** – In partnership with Rosslyn Analytics, Xerox offers a web-based data analytics platform – proven to deliver a return on investment in a period of weeks.

This assessment tool captures and analyzes data to help us provide you with actionable insights based on your current state procurement workflow, spending patterns, and payables.

From here, our consulting team can identify cost savings opportunities from activities such as supplier consolidation, duplicate payment analysis and renegade spend to positively impact the bottom line.

- **Vendor Screening and Supplier Management** – We offer a web-based suite of services through our partnership with GRMS as a one-source solution for companies to mitigate and manage supply-chain risk. Our consultants conduct due diligence to substantially mitigate risk and the costs of managing vendor compliance.

This service offers easy implementation (screening complete within hours), fast and efficient analysis, measurable outcomes based on your own screening criteria and ongoing insurance and certificate management.

- **Enabling Technologies** – We also bring automation to increase policy compliance, reporting reduce order errors.
 - Online catalogs are easy to deploy and work seamlessly with most IT systems.
 - Cloud-based solutions ensure that people around the world can order what they need, when they need it.
 - Personalized business rules and limits can be configured to each employee's role, making it easy to do the right thing and hard to do the wrong thing.



Unlike some of our competitors, Xerox has local people in all points of the world, which means we can physically go to the manufacturing or distribution site to ensure performance.

In other words, we are your eyes, ears and champions with performance standards.

Getting Real: Transparency and Governance

From supplier performance to stakeholder satisfaction, our team of experts stays on top of it all — and keeps you informed every step of the way. You'll have online dashboard access to policy compliance data, trend reports on spending and supplier performance.

We'll also monitor your supplier's delivery, and mitigate potential issues before they occur. Our well-defined performance metrics and supplier reviews make certain that your company gets the quality it demands.

About Xerox

Xerox is the world's leading enterprise for business process and document management. Xerox technology, expertise and services enable workplaces – from small businesses to global enterprises – to simplify the way work gets done so they operate more effectively.

For more information, visit www.xerox.com, www.news.xerox.com, www.realbusiness.com or www.xerox.com/businessservices.