

Intelligent Document Automation

Discover the key objectives you can fulfil using – Intelligent Document Automation



Eliminate financial loss:

Prevent revenue leakage – overpayments, dispute resolution, and support costs.



Eliminate off-contract spend:

Get more visibility to effectively manage spend and avoid spend leakage



Improve Compliance:

Reduce risk exposure, improve governance, comply with agreed terms



Faster contract cycles:

Close contracts faster, remove bottlenecks and inefficiencies



Improve customer experience:

Meet all contract SLAs to meet customer expectations

CHALLENGES:

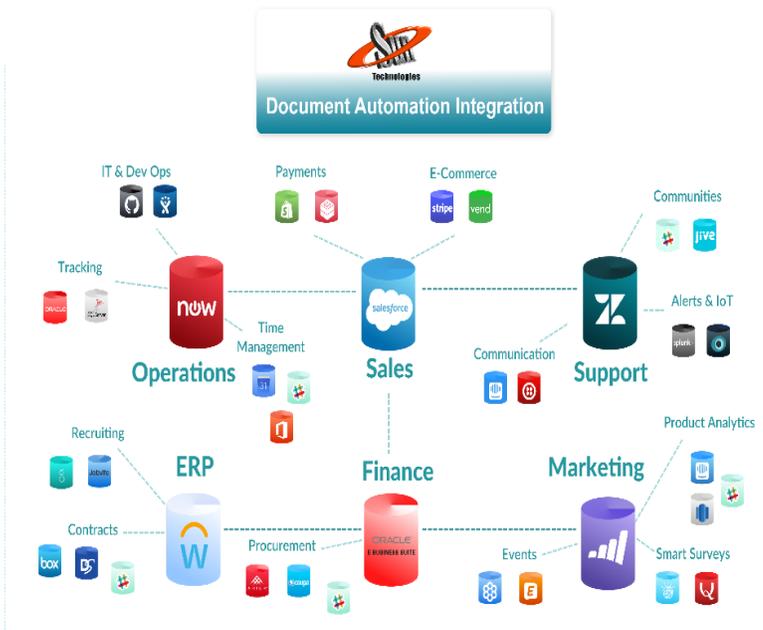
- Risk Management
- Compliance Management
- Long approval cycles lead to delays
- Lack of visibility and tracking for internal teams
- Missing or incorrect customer, invoice data
- Performance Management
- Obligation Management
- Tedious manual tasks result in errors and higher risks
- Essential reviews/approvals skipped for speed
- Relationship management
- Missing invoices or incorrect recipients
- Poorly constructed invoices, invalid schema/format
- Resubmissions for contract amendments often missed

Solutions:

- Enabled effective supplier governance
- Streamlined supplier performance monitoring
- Set-up timely supplier reporting
- Centralized contracts in a structured format to enable quick computation, validation, comparison, and analytics.
- Automated obligations management, SL management, invoice auditing, and value tracking against contracted business case.
- Enabled effective management of supplier risks and issues on a single platform
- Enhanced compliance through automated



Example of a document automation:



How we can help:

- Integrate the entire IT environment with the intelligent documentation program
- Enable auto extraction, auto-intake, and auto-population of all the required information.
- Integrate document automation workflow designer with different data sources including emails, ERP, CRM, CDP tools, files, folders, and shared storages
- Enable the automation workflow to auto-generate parts of required content and data
- Enable auto-generation to create POs, invoices, contract renewals, quotations, and more
- Set up event-triggers, routing, and cascading workflows that mirror the documentation process
- Create buttons in and collaboration tool, e.g. slack for a timely review and approvals
- Create data map for data extraction from a tool e.g. Salesforce leading into an event trigger
- Create audit tables to keep track of when and to whom any information is sent
- Also track the progress or lifecycle of a contract and set up reminders for renewals, quality checks, etc.

Impact:

44% reduction in manual supplier governance efforts

42% reduction in person days spent on manual Performance

42% reduction in person days spent on manual contract management

44% reduction in person days spent on manual Relationship Management

49% reduction in person days spent on manual Financial Management