

Cal Answers

Procure to Pay

October 2012 Release

Introductions

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Agenda

- Release Overview
- Demo
 - On vs. Off Contract
 - Payment Terms and Discounts
- Questions and Answers
- Additional Resources

Release Overview

- Procure to Pay Objectives
- New Reports
 - On vs. Off Contract
 - Are there opportunities to get more spend on-contract, thereby saving the campus money and processing time?
 - Are we making progress in moving more purchases on-contract?
 - Payment Terms and Discounts
 - Are we missing opportunities for early payment discounts?
 - Can we demonstrate a history of timely payments that will enable negotiating more favorable contracts?

On vs. Off Contract Demo

On vs. Off Contract Home Catalog Dashboards New Open Sig

Overview **On vs. Off Contract Summary**

Commodity Group: Office equipment & supplies
 Supplier Name:
 Org Node:
 Account:
 Fund:
 Dept ID:
 Program:
 Chartfield 1:

Voucher Entered Date
 Between 07/16/2012 - 10/16/2012

On vs. Off Contract Summary
 Time run: 10/16/2012 9:09:37 AM

Select a View: by Commodity Group and Supplier

Commodity Group	Supplier Name	Off Contract		On Contract		Voucher Merchandise Amount	
		Voucher Merchandise Amount	%	Voucher Merchandise Amount	%		%
Office equipment & supplies	AAA Business Supplies	\$4,538.92	100.0%			\$4,538.92	100.0%
	ABC SCHOOL EQUIPMENT INC	\$480.00	100.0%			\$480.00	100.0%
	ALKO OFFICE SUPPLY	\$38,688.39	100.0%			\$38,688.39	100.0%
	AUTOMATIC RESPONSE SYSTEMS	\$50.00	100.0%			\$50.00	100.0%
	Anthro Corporation	\$89.96	100.0%			\$89.96	100.0%
	Atiz Innovation Inc	\$13,985.00	100.0%			\$13,985.00	100.0%
	Auerbach & Associates Inc	\$4,837.50	100.0%			\$4,837.50	100.0%
	CAMBRIDGE UNIVERSITY PRESS	\$700.00	100.0%			\$700.00	100.0%
	CANON FINANCIAL SERVICES INC			\$6,945.04	100.0%	\$6,945.04	100.0%
	CARTRIDGE FAMILY INC	\$32,667.00	100.0%			\$32,667.00	100.0%
	CDW G			\$27,735.37	100.0%	\$27,735.37	100.0%
	CITY LIGHTS BK1100010	\$5,660.00	100.0%			\$5,660.00	100.0%
	CLEAN SOURCE INC			\$38.56	100.0%	\$38.56	100.0%
	COLORID RIBBONS	\$965.00	100.0%			\$965.00	100.0%
	COMPASS GROUP USA INC	\$309.36	100.0%			\$309.36	100.0%
	CREATIVE MARKETING CONCEPTS	\$2,373.88	100.0%			\$2,373.88	100.0%

Payment Terms and Discounts Demo

Payment Terms and Discounts Home Catalog Dashboards New Open Signed In

Overview **Payment Terms Summary**

Please enter either Voucher Entered Date or Paid Date

Supplier: OFFICE MAX | Org Node: | Payment Terms: | Voucher Type: | Voucher Entered Date: Between 10/16/2012 | OR | Paid Date: Between | App

Realized vs. Lost Discounts		Campus* Payment Counts		Met vs. Missed Net	
<p>Payment Counts</p> <p>Lost Discounts, 394</p> <p>Realized Discounts, 7,153</p>	<p>Payment Counts</p> <p>Lost Discounts, 1,441</p> <p>Realized Discounts, 15,167</p>	<p>Payment Counts</p> <p>Missed Net, 294</p> <p>Met Net, 7,372</p>			
<p>Payment Amounts</p> <p>Lost Discounts, \$779.17</p> <p>Realized Discounts, \$10,732.84</p>	<p>Payment Amounts</p> <p>Lost Discounts, \$16,490.28</p> <p>Realized Discounts, \$58,917.29</p>	<p>Payment Amounts</p> <p>Missed Net, \$55,698.53</p> <p>Met Net, \$1,179,490.60</p>			

*Supplier- and Org Node-independent

Questions?

Additional Resources

- Procure to Pay Website
<http://ist.berkeley.edu/edw/p2p-reporting>
- Data Dictionary
<https://wikihub.berkeley.edu/display/calanswers/Procure+to+Pay+Reporting>
- Help Desk
calanswers-help@berkeley.edu
510-642-8500, options 5 and 3
- Alternate links to access Cal Answers:
The BAI site: <http://www.bai.berkeley.edu/CalAnswers/index.htm>
Blu (Finance page): <http://blu.berkeley.edu>

Thank you!