

Improve your bottom line profitability — reduce transaction-processing costs and accelerate financial settlement cycles for optimal payment terms with automated procure-to-pay solutions.

How much of your business capital is trapped inside the procure-to-pay cycle? For large enterprises, the lack of a strategy, technologies, and processes for procuring resources, processing orders, remitting payments, and resolving problems may cost millions of dollars each year. An inefficient procure-to-pay process can rob an enterprise of available capital through:

- Lack of integration and collaboration with preferred vendors
- High purchase order and invoice-processing error rates
- High cost per transaction
- Lengthy reconciliation and payment cycles
- High cost of problem resolution

#### [Get a clear look into your procure-to-pay process, and strengthen relationships with vendors.](#)

Dell Services' automated, rules-based procure-to-pay processing optimizes workflow to facilitate collaboration with preferred vendors, reduce transaction-processing costs and errors, and accelerate financial settlement cycles for optimal payment terms. A complete, end-to-end solution, it features a Web-enabled portal that gives you greater insight into your back-office procure-to-pay process and a deeper understanding of your vendor relationships. And its enhanced reporting and communications tools give you immediate access to the information you need to support internal controls and compliance requirements. The suite of services includes:

- **Vendor Management**, including vendor master file set-up, maintenance, and Form 1099 reporting, as well as vendor relations, inquiries, and procurement integration
- **Invoice Processing**, with front-end mailroom capabilities including sort, scan, image, and batch, and back-end transaction processing, including review for compliance, two- and three-way match, and account reconciliation

## Procure-to-Pay Processing

- **Problem Resolution**, including external supplier dispute resolution and internal purchasing policy discrepancy resolution, plus issue log maintenance and root-cause analysis
- **Payment Processing**, including document processing, check printing, and mailing
- **T&E Processing**, including front-end data entry or scanning and imaging of time and expense reports and supporting receipts, plus compliance review and discrepancy identification and resolution.

#### [Leverage capital before it's lost.](#)

Focused, skillful management of your procure-to-pay process can enhance relationships with vendors and free capital for application to business-building core capabilities. You'll enjoy:

- Tighter integration of and collaboration with vendors
- Greater transaction-processing accuracy
- Reduced transaction-processing costs
- Shorter financial settlement cycles
- Optimized payment terms
- Faster, more successful problem resolution
- Continuously updated documentation to support Sarbanes-Oxley requirements and internal controls

[Dell Services can rapidly transform your procure-to-pay process to reduce transactional costs and shorten cycle times. Our expertise in business processes, our unique blend of on- and offshore capabilities, and our commitment to proven technologies and best practices ensure the results you need through a relationship you can trust.](#)

Dell Services' expertise in business processes, combined with our unique blend of on- and offshore capabilities, enables you to enjoy lower costs while benefiting from proven technologies and best practices. As your business teammate, we'll enhance accuracy and optimize processing and payment results through balanced cycle time, cost and quality performance metrics, and customizable service levels.

**Build business value with procure-to-pay solutions from Dell Services**

- Manage costs of operations and administration
- Cut length of cycle from sourcing and order to application of payment
- Gain insight into vendor relationships and negotiate optimal payment terms
- Support internal controls and ensure compliance with Sarbanes-Oxley requirements
- Choose the service level that's right for your business

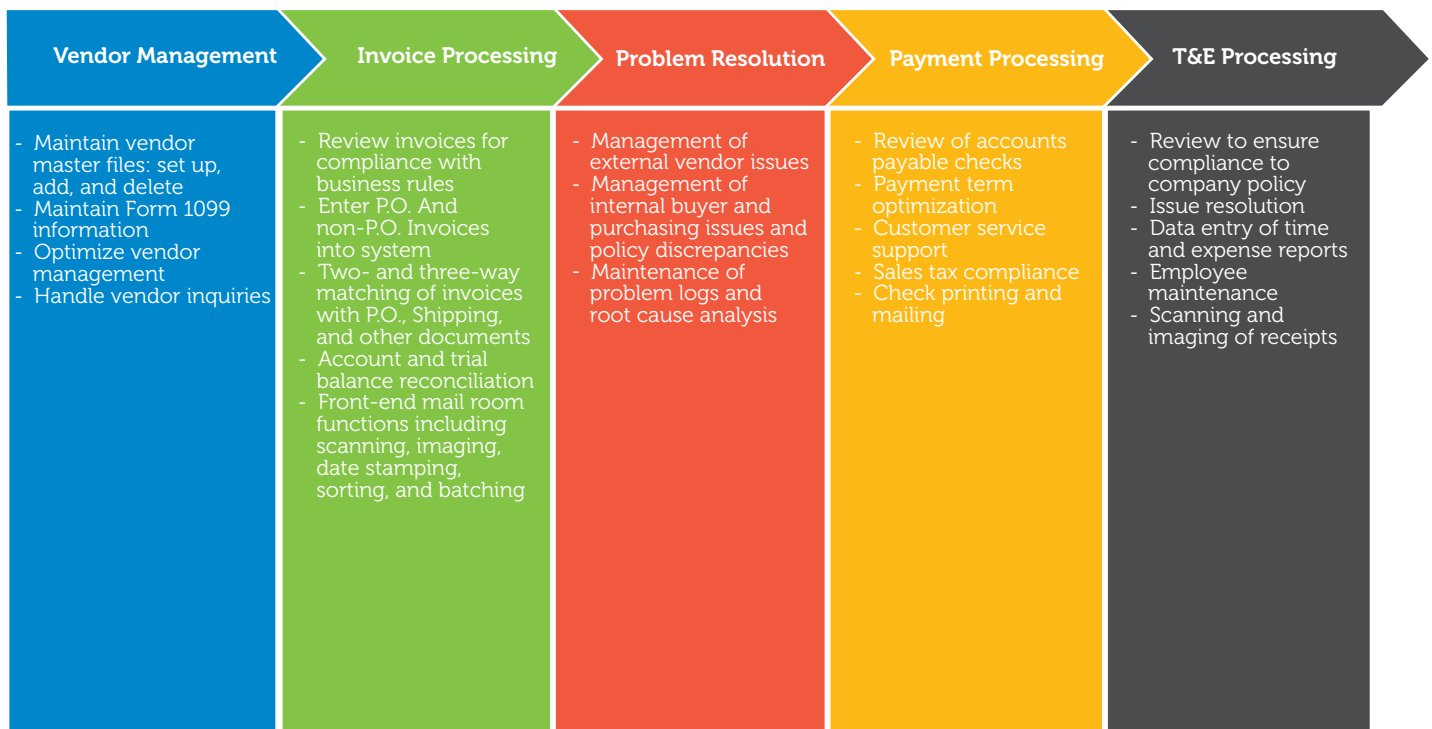
**Choose from a suite of procure-to-pay solutions:**

- Vendor Management
- Invoice Processing
- Problem Resolution
- Payment Processing
- Time and Expense Processing

**Dell Services Business Process Solutions can help you achieve measurable results through:**

- F&A Process Assessments
- F&A Process Outsourcing
- Order-to-Cash Processing
- Procure-to-Pay Processing
- Imaging and Mailroom Operations
- On- and Offshore Transaction Processing Capabilities

## The Procure-to-Pay Process



For more information about any of our service offerings, please contact your Dell representative or visit [dell.com/services](http://dell.com/services).