

# Purchasing Tools

The Purchasing Tools Team in Solvay Business Services Lisbon is responsible to support the usage of specific tools and data management.

The list of Purchasing tools and main activities are described below.

## List of Purchasing Tools

### > CONVERGENCE

Convergence is a single worldwide collaborative platform, allowing buyers to manage information about suppliers in one place. One tool replacing multiple current tool and information such as: Visit Minutes (EBEV), contract management, value creation tracking (SATT), CSR assessment, Category strategies and financial information, which were previously tracked and stored on different places and tools.

*"With the SRM tool Convergence we are one step ahead of our peers. It is the next generation tool, which will further leverage our collaborative way of working and to share and find information quicker."*

### > BW - SPRINT PURCHASING

The objective of BW SPRINT queries is to offer a simplified global reporting solution for the PtP process, from procurement to payment, to meet the requirements of the Purchasing and Supply Chain Excellence Function and SBS PtP process.

### > QLIKVIEW

The in-memory leader and fastest spreading business intelligence platform in the world, QlikView is leading a new class of easy-to-use, fast and flexible business analysis solutions that empower individuals to improve organizational performance and drive.

QlikView uses next generation patented in-memory association technology to make sophisticated analysis and reporting dramatically easier to deploy, use and maintain.

### > SAP systems (WBP-400 (SPRINT), PF1-050 (VWF), PF1-020, WP1-400, BP2-400)

Access requests from Purchasing Family related to the above mentioned systems are under the scope of Purchasing Tools team.

### > SRM7

This tool is used in order to create shopping carts for direct consumption items, created with or without reference to catalogs, and to approve them in SRM (Supplier Relationship Manager).

### > ZYCUS

Zycus is a SAAS provider (Software as a service). The application proposed by Zycus contains several modules that can be purchased or not by its customers.

Solvay has purchased two modules:

- **iSource** for eRFx and Reverse Auction
- **iSupplier** (also called SIM-Supplier information Management) for supplier maintenance.

Along with these modules, comes **TMS** (Tenant Management System), which is the module for user maintenance.

## List of Purchasing Tools Activities

Convergence	Initial load- GPS Axis (Dom/Seg/MG/Sub-MG (incl. Prod(Pur) List)	URQ	[1:00H - 1:30H]
Convergence	Initial load- Geographical Axis	URQ	[1:00H - 1:30H]
Convergence	Initial load- Organisational Axis (GBU, BuisnessLines)	URQ	[1:00H - 1:30H]
Convergence	Initial load- Supplier Group from PRS to Convergence	URQ	[3:00H - 3:30H]
Convergence	Initial load- Legal Entity/Suppliers From PRS to Convergence	URQ	[3:00H - 3:30H]
Convergence	Regular data exchange- Convergence<->PRS	Weekly + URQ	[2:00H - 3:00H]
Convergence	3rd Party CSR Assessment - Data from Ecovadis	URQ	[2:00H - 2:30H]
Convergence	Solvay CSR Questionnaire	URQ	[2:00H - 2:30H]
Convergence	Visit Minutes - Historical Data	URQ	[2:00H - 2:30H]
Convergence	RFI Specific Part - Create the Container	URQ	[2:00H - 2:30H]
Convergence	Contact	URQ	[2:00H - 2:30H]
Convergence	Account Properties	URQ	[1:00H - 1:30H]
Convergence	Users Creation	URQ + UR	[3:30H - 4:00H]
Convergence	Account Manager Mass Change	UR	[1:00H - 2:30H]
Convergence	Team Member Mass Deletion	UR	[1:00H - 2:30H]

Convergence	Team Member Mass Creation	UR	[1:00H - 2:30H]
Convergence	Transferring Proposals for Development	URQ	[0:15H - 0:45H]
Convergence	UR follow up + regression test for evolution	URQ	[1:00H - 2:00H]
BW-SPRINT	End-user Support	Weekly	[0:30H - 1:30H]
BW-SPRINT	Validation for user creation	UR/URQ	[0:30H - 2:30H]
BW-SPRINT	SMR7 report	Monthly	[1H]
Qlikview	Validation for user creation	UR/URQ	[0:30H - 1:30H]
All tools	Platform availability	daily	15-30 min
All Tools	Deliver training	Monthly / UR	[2:00H - 3:00H]
Convergence	Regular Data Exchange: Supplier Group (CVG>Supplier Group)	Weekly + URQ	[1:00H - 1:30H]
Convergence	Update blocked Suppliers in Convergence	Weekly + URQ	[1:00H - 1:30H]
Convergence	Upload the exchange rates on the 5th of each month	Monthly D+4	[1:00H - 2:00H]
ZYCUS/iSource	iSource Supplier Contact Maintenance	UR	15-30 min
ZYCUS/iSource	iSource User Maintenance	UR	[1:00H - 2:00H]
Convergence	Value creation report update	Biweekly	[1:00H - 1:30H]
Convergence	Convergence Support Group follow up	Daily	[1:00H - 1:30H]
Convergence	Regular Data Exchange: Additional Supplier Conversion	Weekly + URQ	[3:00H - 4:00H]
Convergence	Strategies and Opportunities upload	UR	[3:00H - 4:00H]

*UR - under request in Freshdesk*

*URQ - under request from L2 /GPS PUR*