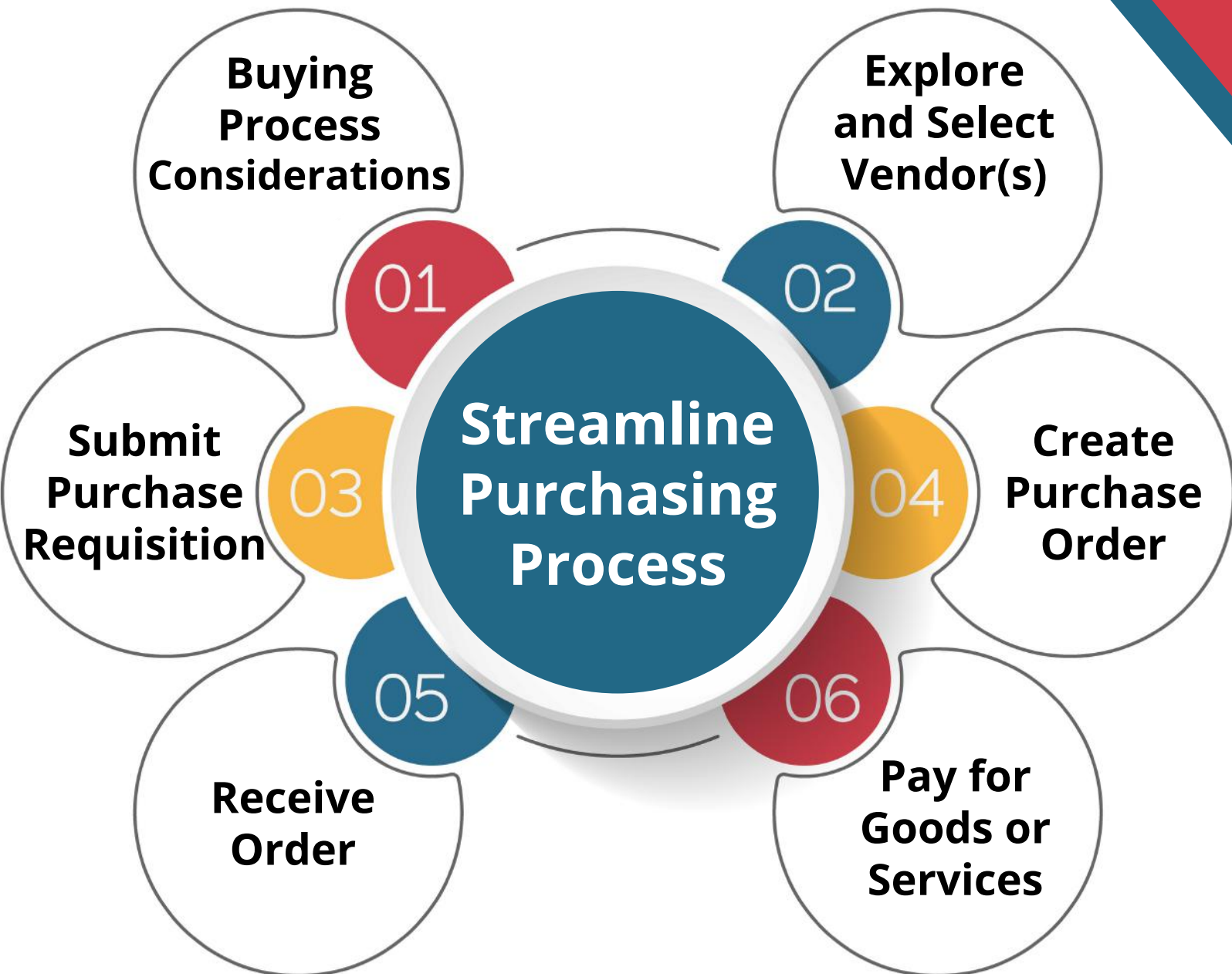


The HR Procurement Center was Created to Help HR Leaders Navigate the Procurement Process

A proficient procurement process can be incredibly valuable if you're looking to streamline purchasing. It can safeguard that you pay the best price for goods or services, save time by choosing the most reputable vendors, and minimize order delays and mistakes. The HR Procurement Center has identified the below steps to help you navigate the procurement process.



01

Buying Process Considerations

One of the most difficult task in partnership selection is sourcing the top vendors of services or technology for review. The HR Procurement Center powered by the HRO Today network allows you to source from a pre-vetted list of service providers so you know the market and which firms are quality.

02

Explore and Select Vendor(s)

The HR Procurement Center listing requires significant disclosure of items not typically found on promotional websites and utilizes the proven and respected HRO Today Bakers Dozen© processes to ensure you understand the referenced service experience of other customers who have utilized that provider. This will speed your exploration and selection of vendors.

03

Submit Purchase Requisition

The HR Procurement Center can facilitate the submission of RFPs to your pre-selected bidders and allow you to speedily get your selection criteria and questions in the hands of the pre-certified service providers that most interest you.

04

Create Purchase Order

Some of the functionality being created for the HR Procurement Center is the ability for HR leaders and procurement leaders to track the progression of your procurement process and system that will allow you to use the system to forward the purchase order to your selected vendor for final conclusion of the process.

05

Receive Order

For the provider community the HR Procurement Center will allow tracking of the process and the ability to receive the confirmation of order after a successful bid process.

06

Pay for Goods or Services

Future functionality will include market services to allow HR leaders and providers to contract and exchanges funds through the marketplace software that will speed the process of selection and engagement.