



- Create & Track Purchase Orders & RFQ's.
- For Professional Organisations and Departments.
- Simple and Intuitive Interface.
- Network with Colleagues.
- User Level Access, with Spend Levels.
- Enable better control of budgets.

PurchaseManager enables organisations to take control of their supplier Purchase Orders PO's, Request for Quotes (RFQ's). The program allows you to quickly and easily place orders with your suppliers. The graphical interface lets you see at a glance the status of any order. The main screen also gives you financial information such as the order values to date and the quantities of units ordered over any period.

PurchaseManager is used by professional organisations in many business sectors around the world, including, Consultancy, Accounting, Legal, Architecture, Engineering, IT Services, Design, Financial Services, Advertising, Technology, Charities...

Create PO's as PDF Documents  
PurchaseManager enables you to quickly create, place (via email) and Track PO's with your suppliers.

#### User Level Access.

Define user names and set spend limits for the value of Purchase Orders. The program also allows you to set an 'Authorisation' step, meaning PO's cannot be placed before being authorised with a password.

#### Graphical Interface.

The intuitive interface allows you to see at a glance the status of your orders. Changing the status is as simple as a double-click on the 'progress chart'.

#### Part Deliveries.

PurchaseManager lets you mark off part deliveries, and will not let you close an order until the quantities received are addressed.

#### Decimal Quantities.

You can define the units of the order, such as cubic metres, cubic feet, inches, etc.. You can also define the units of order to 3 decimal places.

#### Easy Networking.

The Networking and Sharing Wizard gets users quickly networked, allowing quick and easy roll-out. Note, the database is sequentially shared.

#### Link to other programs.

PurchaseManager links to:-  
Microsoft Outlook  
Microsoft Excel  
ACT! 6 and below.

#### Order Reminders.

Never forget items you need to get, with alarm reminders which help you to remember those small items.

#### Questions

If you have any questions or concerns, don't hesitate to contact us.

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