

# Operational Efficiency Checklist

The logo for Enable, featuring the word "enable" in a white, lowercase, sans-serif font with a stylized wave graphic above the letters "a" and "b". The logo is set against a green circular background.

## For procurement professionals

Procurement's role involves identifying the right supplier, evaluating supplier performance, and negotiating trading agreements to provide the highest value at minimum cost. However, being dependent on paper-based processes and outdated, legacy systems is not allowing them to operate efficiently as they should be.

Read through the key checkpoints through the procurement process to measure your efficiency - you might even discover new ways you can improve!



### Pre-contract

- Monitor your internal processes
- Think carefully before making a purchase
- Reduce costs where possible
- Evaluate and select the most appropriate supplier
- Invest in training for your team
- Involve and collaborate with key stakeholders
- Develop a strategic plan



### Post-contract

- Resolve any issues with your suppliers
- Monitor deal performance
- Continue to evaluate and improve processes
- Maintain proper records of all documentation
- Consider investing in a rebate management platform to centralize all your deals and automate your procurement processes



### Negotiation stage

- Form a strong relationship with the supplier
- Know your supplier's wants and needs
- Utilize your negotiation skills
- Agree terms with suppliers

Take your operational efficiency to the next level with Enable. Visit us at [enable.com](https://enable.com) or send us a message via [hello@enable.com](mailto:hello@enable.com) to schedule a demo.