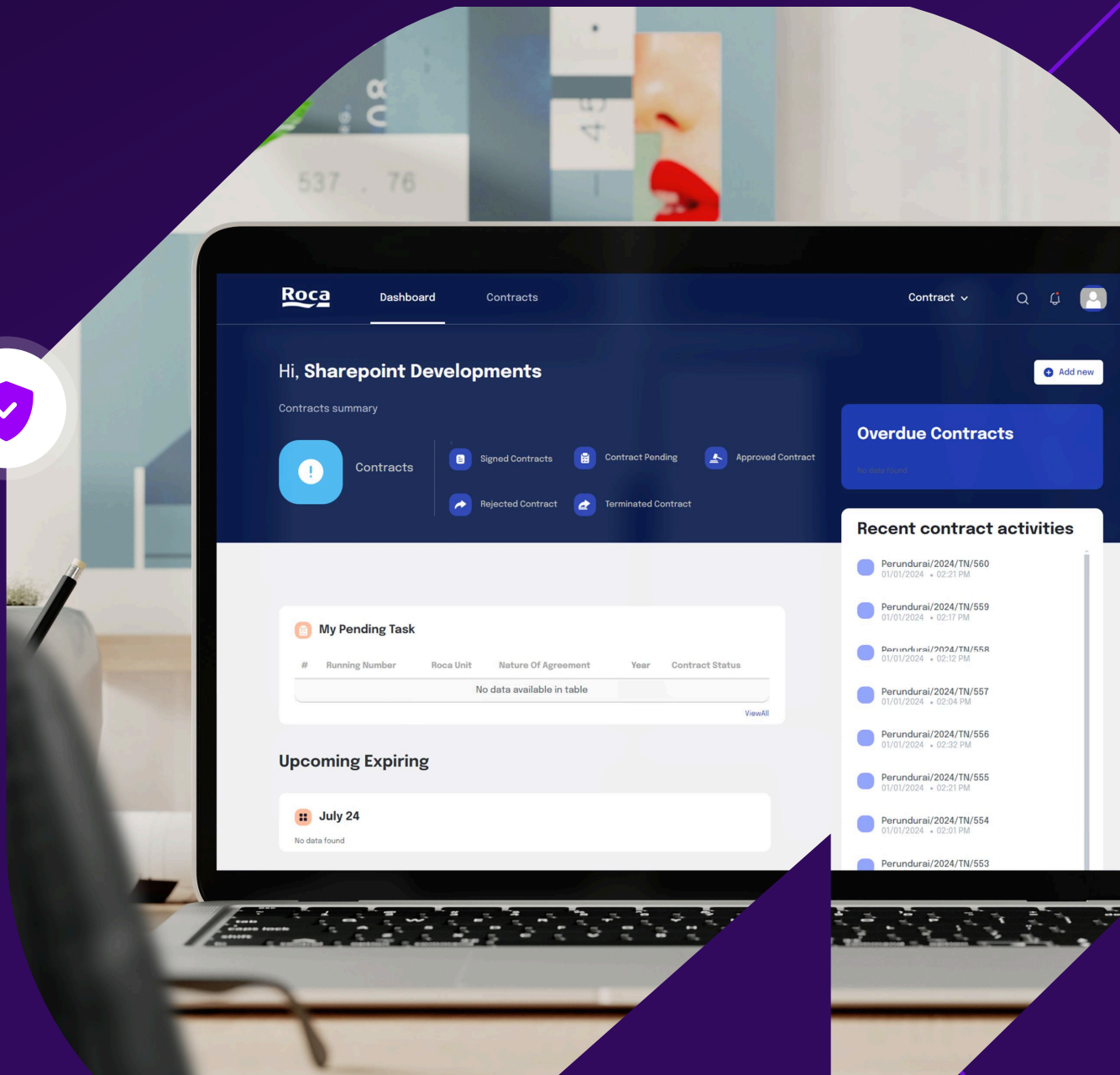


# Purpose-built enterprise contract management system powered by SharePoint



## Overview

# Contract management system

A powerful contract management system built on SharePoint to automate and streamline end-to-end contract management, achieve version controls, minimize compliance risks, and workflow delays.

### Client

A world-renowned luxury sanitary brand with over a century of experience in the design and production of superior bathroom products. Known for their commitment to innovation and quality, the client operates a vast network of businesses across the globe, setting industry standards in design excellence and functionality.



## Requirement

They faced significant challenges in managing their contract lifecycle due to a highly complicated manual process. The requirement was to automate the entire contract management process, from drafting to signing, to improve efficiency, visibility, and reduce risks by omission and compliance disputes.

## Challenges

Our Client faced multiple operational challenges that necessitated the implementation of an automated contract management solution:

- **Poor Collaboration**  
Lack of a unified system hampered smooth inter-departmental collaboration. Teams struggled to share and review contracts efficiently, leading to delays and miscommunications, exacerbating the risk of non-compliance. Manual processes lacked proper audit trails, increasing the risk of non-compliance. Missing key deadlines or failing to adhere to contractual terms could result in legal and financial penalties
- **Error-Prone Approval Workflows:**  
The manual approval process was susceptible to errors and bottlenecks, causing delays and inconsistencies. Lack of central repository meant contracts were stored in disparate locations, making it difficult to access and manage contract-related documents, causing serious tracking inefficiencies. Overlooked deadlines invited hefty fines and embroiled the organization in costly legal battles.
- **Lack of Comprehensive Visibility**  
Highly inefficient, clunky manual processes offered no visibility at all. The teams struggled with limited visibility into the contract lifecycle, which led to difficulties in tracking the status and progress of contracts, impeding timely renewals and compliance with contractual obligations
- **Complicated Manual Processes:**  
The existing manual contract management process was highly complicated and labour-intensive. Each step, from drafting to approval and renewal, involved numerous manual interventions, increasing the risk of errors and inefficiencies.

# Solution

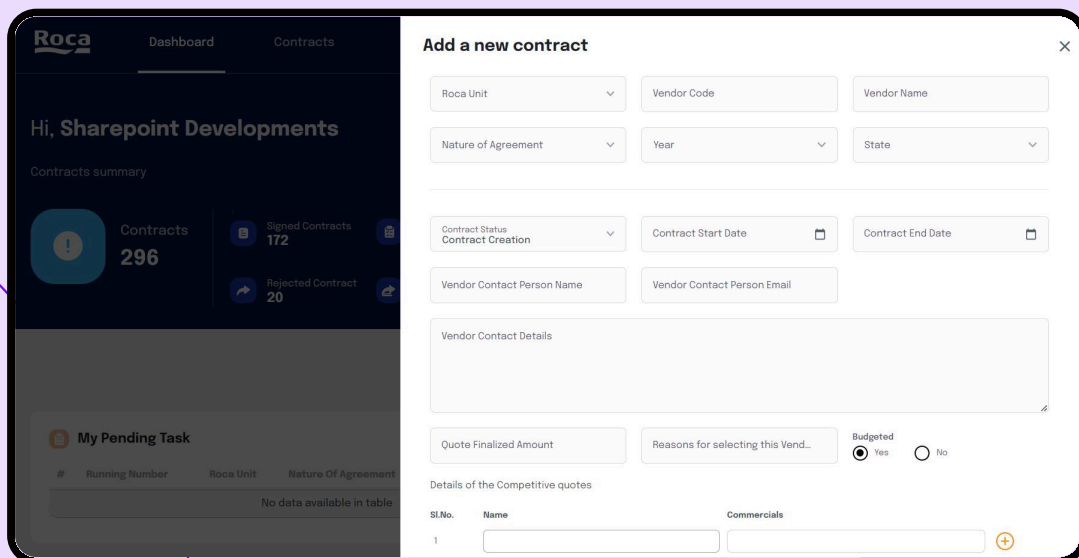
We developed the Enterprise Contract Management Software on Microsoft SharePoint automating the end-to-end contract lifecycle management. The key features of the contract lifecycle management software included:

- **Quick Document Drafting**  
Automatically generate department-wise contract drafts from pre-configured templates for review by different teams, simplifying the drafting and preparation of contracts.
- **E-Signature Capture**  
Integration of digital signature capabilities for vendors/contractors to expedite the approval process, facilitating quick and secure signing of contracts.
- **Dynamic Report Generation**  
Provides detailed and customizable reports for better insights and decision-making, offering comprehensive visibility and control over the contract lifecycle.
- **Automated Approval Process**  
Workflow automation makes internal approvals easy and quick, including automated approval management based on the type of agreement, streamlining the approval process.
- **Contract Renewal Process**  
Completely automated contract review, approval, and renewal process with automated reminders for renewals, ensuring notifications and reminders for upcoming renewals.
- **Central Repository**  
The system acts as a central repository for all contract-related information, ensuring easy access, secure storage, and management of contracts.

# Results

Implementing our SharePoint based contract management system resulted in tangible business benefits for the client:

- Achieved contract management lifecycle automation
- Improved workflow efficiency by 35%
- Better inter-departmental collaboration
- E-Signature capture made process 45% faster
- 65% more accurate reporting
- Real-time alerts & notifications



# Business benefits

By trusting our efficient MS SharePoint based Contract Management System, the client benefited in the following ways:

- Easy Implementation:**  
The system was implemented without additional infrastructure and was available as a SaaS model, reducing hardware costs.
- Specialized Knowledge:**  
With a team of seasoned professionals with expertise in designing and implementing tax and legal notice management, ensures your business receives top-notch guidance and support at all times.
- Comprehensive Solutions:**  
All our MS SharePoint based solutions offer a centralized platform for complete contract lifecycle management with highly customizable features.
- One-Time Cost**  
Offered as a SaaS model with a one-time cost, eliminating the need for ongoing hardware expenditure.
- Proven Track Record:**  
With an enviable history of successful implementations and highly satisfied clients, our methodologies have proven to deliver guaranteed results.

## About Aufait Technologies

Aufait is a trusted software product engineering and digital transformation partner that empowers enterprises to transform ideas to commercially successful products and run highly profitable businesses. We help organizations adopt disruptive technologies such as AI and ML, Enterprise 2.0, Mobility and Cloud.

Aufait offers end-to-end enterprise solutions; from concept to design, design to development and implementation, to product launch and continued high-impact digital marketing services to transform your idea to a unicorn, Aufait Technologies is your one-stop destination for all IT solutions.

As a Microsoft Gold Partner with Portals and Collaboration competency and Yammer affiliate, Aufait offers enterprise solutions such as Intranet/Internet Portals, Document Management Solutions (DMS) and Workflow/BPM solutions around SharePoint and Office technologies.

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