



Service Definition Document

About Promote

We are a consulting partner dedicated to working with our clients to deliver procurement transformation. At the heart of our approach is our relationship with clients.

By working closely with your team we can understand your targets and the value we can add. We offer the very best in expertise, insight and delivery know how.

- We focus on providing organisations support on delivering cloud-based procurement services.
- We believe by partnering with us, we can help you to realise your strategic goals and add value every step of the way.
- We know that one size doesn't fit all. We take an adaptable approach to create solutions that really fit your business needs.

Our Capabilities

Business Transformation

- Complex projects, transform organisations and instigate new propositions.
- Investing in business transformation services will allow you to make the changes required on time and on-budget. It will help you to communicate change and govern transformation.

Programme Management

- To deliver successful technology projects, good project governance needs to be combined with expertise.
- To manage business change efficiently and take an adaptable approach the current organisational culture and stakeholders interests need to be taken into consideration.

Strategy

- Having support through your cloud delivery lifecycle will ensure you have the right procurement strategy, make decisions based on market analysis and have a continuous evaluation of the defined strategy.
- Appropriate procurement strategies that align with business objectives and users' needs help to achieve the best contract outcomes and fulfil the objectives.

Implementation

- Evaluating your needs on the ground will enable a more personalised delivery support. An agile approach to your end-to-end digital service will promote business transformation.
- Analysing and selecting the right vendor is key in ensuring efficiency and quality.

Continuous Improvement

- Aim for a delivery model that is sustainable and takes into account the long-term goals of the organisation.
- Ensuring stakeholders can adopt and adapt to new systems is important. Having support in managing this transition can ensure that people, processes, technology and BAU operations are aligned.

Our Approach



Capability Building

The Promote team should be seen as an extension of your team. We will work with to develop your own capabilities and internal service offerings by supplementing your team with experts



Project, Programme & Portfolio Management

Implementing transformation initiatives effectively whilst managing risk is critical to ensuring the strategies of the organisation are delivered. This can be from managing discrete projects through to management of portfolio's



Change Management

Taking the organisation with you on the journey and embedding the change from the outset ensures benefits are achieved and the change is lasting



Plan, Build & Transition

Let Promote deliver your initiatives, from strategy through to execution and transition of the service



Assurance

We are experts in carrying out diagnostics and putting transformation initiatives back on track. Let us help you in assuring the activities you are running deliver the intended outcomes

How we add value



Speed Up Delivery

We guide you and help you make informed decisions that enable a reduction of the implementation and delivery phase.



Risk Mitigation

We focus on improving and delivering assurance and provide with effective programme governance



Cost Reduction

We tailor a strategy that enables you reduce costs and spend efficiently.

We offer you personalised implementation and strategy plan that fit your needs.



Flexibility and Adaptability

We pride ourselves on adapting to each client needs and on identifying changes that have real impact. We make sure that our team aligns with yours

Implementation of Procurement Software

Evaluating your needs on the ground will enable a more personalised delivery support. An agile approach to your end-to-end digital service implementation will support the business transformation and ensure quality.

Promote offers expert implementation support across Source to Pay (S2P), Source to Contract (S2C) and Purchase to Pay (P2P). Our support can help you manage the delivery, change and benefits realisation to get value from your procurement cloud services. We have expertise across many cloud solutions including SAP Ariba, Oracle, Coupa, Jaggaer and Proactis

Features

1. Public sector procurement best practice
2. Compliance with EU and UK public sector procurement regulations
3. Strategic workshops and a thorough analysis of options
4. Adaptable implementation toolkits
5. Integration maps with other systems
6. SAP Ariba, Oracle, Proactis, Jaggaer & Coupa knowledge
7. Implementation managed from inception to transition
8. Business Integration & Change Management

Benefits

1. Experienced consultants with solution knowledge that support risk reduction
2. Increased uptake of change within the organisation
3. Practical experience with similar implementations
4. Continuous improvement integrated for future procurement activity
5. Reduce risk from implementations
6. Create cost effective and efficient processes
7. Reusable best practice processes and guidance
8. Cloud-based solution procurement expertise
9. Cloud-based strategic sourcing solutions
10. Unbiased and independent from any technology provider

Procurement Technology Strategy

Having support through your cloud delivery lifecycle will ensure you have the right procurement strategy, make decisions based on market analysis and have a continuous evaluation of the defined strategy.

Promote has expertise in providing strategies that help organisations select cloud-based procurement solutions and make informed business decision. We help define the strategy, outline the value added to the organisation, identify the best route and delimit the implementation plan.

Features

1. Purchase-to-Pay (P2P) and Source-to-Contract (S2C) strategy
2. Understanding of EU and UK public sector procurement regulations
3. Market evaluation and benchmarking
4. SAP Ariba, Oracle, Proactis, Jaggaer & Coupa knowledge
5. Design of cloud-based business integrated solutions
6. Development of organisation/job roles supporting the target operating model
7. Procurement strategy and policy development
8. Integrate with existing teams to strengthen skills and improve capability
9. Digital Strategy and Road Map Development
10. Current state analysis and assessment against strategic plan

Benefits

1. Knowledge that support the reduction of risks and overheads
2. Support that enables shorter procurement timescales
3. Clear understanding of requirements that ensure users needs are fulfilled
4. Continuous improvement integrated for future procurement activity
5. Provide a clear insight into benefits and risks
6. Sourcing strategy development
7. Procurement strategy development
8. Procurement strategy monitor and review
9. Support including knowledge and skills transfer
10. Optimisation of procurement procedures based on best industry practice

Programme Management

Robust programme management and an effective governance is essential to deliver positive outcomes throughout the programme delivery. Our experience in delivering large and complex change allows us to support governance design and implementation while engaging with stakeholders to ensure that organisation culture can adapt to new ways of working.

We lead Procurement Transformation in Source to Pay (S2P), Purchase to Pay (P2P) and Source to Contract (S2C).

Features

1. Programme management services: design, implementation, delivery
2. Experience in developing strong relationships with stakeholders
3. Engagement with all stakeholders impacted by governance processes and procedures
4. Straightforward, pragmatic and practical, fit-for-purpose governance structures
5. Agile methodology to support successful results
6. Business case development
7. Planning and mobilisation
8. Governance and assurance management, reporting
9. SAP Ariba, Oracle, Proactis, Jaggaer & Coupa knowledge

Benefits

1. Transparent management of deliverables and milestones
2. Effective engagement with stakeholders
3. Knowledge and skills transfer
4. Sturdy management of potential issues and risks
5. Efficient management of scope of work and change
6. Common understanding of deliverables and milestones across the board
7. Works to GDS service standards.
8. Experience with Government Major Projects Portfolio
9. Experience with Treasury Green Book Business Case

Business Transformation

Promote focus is on support in the transformation of organisations in line with their needs, objectives and long-term strategy. We offer expertise in designing integrated operating models, change and implementation management that enable the delivery of programme and of benefits.

We lead Procurement Transformation in Source to Pay (S2P), Purchase to Pay (P2P) and Source to Contract (S2C).

Features

1. Development of Business case and benefits delivery and measurement
2. Private sector and public sector experience
3. Scoping and planning
4. Deliver compliant technology-led procurement systems
5. Stakeholder engagement and change management communication
6. Design and delivery of solutions that promote business transformation
7. Document and analyse the current 'As Is' process
8. Document and develop the 'To Be' business processes/procedures
9. SAP Ariba, Oracle, Proactis, Jaggaer & Coupa knowledge

Benefits

1. Rooted and sustainable change within the organisation
2. Reduce change costs in the implementation phase
3. Impartial expert advice
4. Reduce implementation time
5. Mitigate potential challenges and delays by following compliant procurement processes
6. Optimise business operations by improving performance and productivity internally
7. Tailored to the public sector environment

Continuous Improvement and Development

To create a continuous improvement environment within an organisation there are three main components that need to be consolidated: process, technology and people. By sharing our experience and helping organisations identify and deliver quantifiable benefits by creating alignment from the top-to-bottom we can together effectively innovate and drive change.

We lead Procurement Transformation in Source to Pay (S2P), Purchase to Pay (P2P) and Source to Contract (S2C).

Features

1. Define and implement procurement performance metrics
2. Continuous business improvement review and analysis
3. Continuous improvement methodologies and culture development
4. Focus on needs of the end users
5. Develop resilience to help build robustness
6. Measure and improve business performance
7. Knowledge sharing and skills transfer skills
8. Establish, track and manage KPIs
9. SAP Ariba, Oracle, Proactis, Jaggaer & Coupa knowledge

Benefits

1. Improved employee engagement
2. Boosted performance that leads to improved performance
3. Encourages team's development
4. Promotes accountability
5. Develops and strengthens organisational culture
6. Integrated (process, technology and people) performance improvement
7. Track and manage business benefits delivery
8. Clear KPIs reporting

Contact Us

Get in touch and learn about Promote

If you are at the early stages on your journey or ready to start, we would love to hear from you.



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