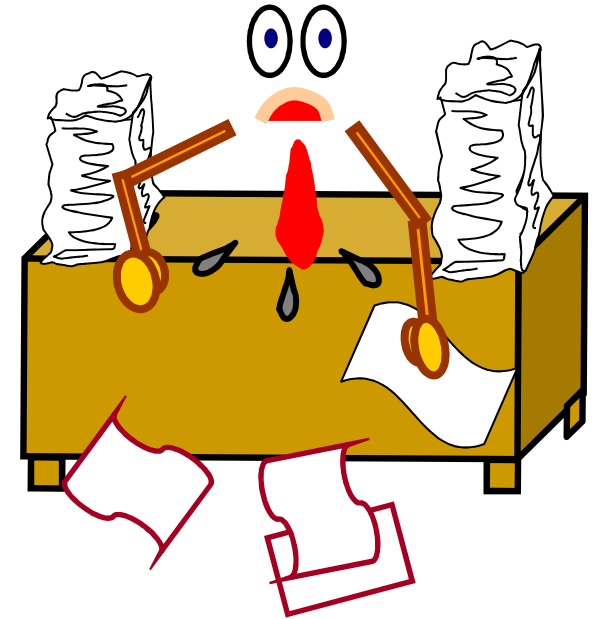


Routine Items



You would therefore like to:

- Have simple procurement processes
- Minimise administrative costs
- Minimise intervention with the supplier
- Delegate actual buying to end-users



Suppliers of Routine Items

- desirable characteristics

- Able to provide a wide range of items and to supply these over the long term
- Have processes which are simple, consistent & reliable
- Be responsive and effective
- Able to provide consolidated monthly bills
- Willing to designate a customer account manager
- Able to accept purchasing cards and/or trade electronically

