

>> KEY FACTS

The Valuation Contract Manager is a module in the USU Valuation Suite.

With the Valuation Contract Manager, you can do the following:

- > Document and manage all IT-relevant contracts in one database
- > Provide up-to-date, reliable and detailed contract data to IT managers, the purchasing department, service desk and other interested areas
- > Be automatically reminded of expiration dates and payments due.

Other relevant Valuation modules:

- > Asset Manager
- > SAM/License Manager
- > CMDB Manager
- > Procurement Manager
- > Service Request Manager

Contract Manager

With the Valuation Contract Manager, you'll be able to manage all contract-related information pertaining to your IT inventory in a central database. Whenever necessary, you'll enjoy quick access to all contracts and agreements. With the benefit of increased transparency and automation in your contract management, you'll have greater reliability with respect to compliance and be able to monitor the adherence to contract terms and conditions by suppliers and service providers.

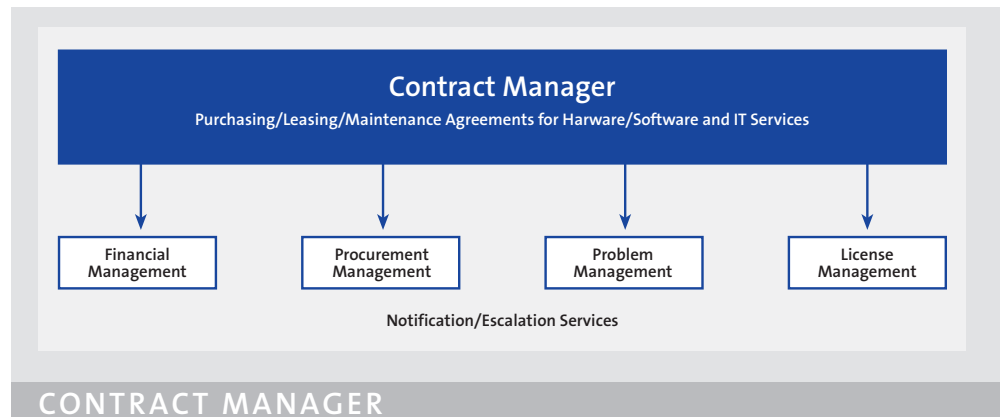
> The Challenges in Contract Management

Where and how promptly do you find information on your IT contracts should a warranty or maintenance issue arise? How do you monitor contract periods and payment schedules? What information do you use as a basis for concluding framework agreements in order to get the best value for your company's money? How do you know that you're not inadvertently paying leasing or maintenance fees for IT assets that you no longer use?

The ever-increasing complexity of IT structures, distributed organizations and outsourcing partnerships is greatly increasing the number and variety of contracts governing these arrangements. Full and complete information about contract modalities is an indispensable basis for making decisions on purchasing, for operating a service desk or for planning future IT investments. To avoid liability risks, you must be able to document compliance with applicable contract terms and conditions in a secure and permanent manner.

> Active Contract Management with Valuation

With the Contract Manager, you'll be able to record, monitor and evaluate all contract parts as well as terms and conditions. You'll have all types of standard contracts such as purchase, rental and leasing agreements as well as supplementary agreements such as service/maintenance agreements, framework agreements and other such documents readily available to you. For each contract, you can add



>> BENEFITS

The Valuation Contract Manager allows you to:

- > *Reduce the Total Cost of Ownership (TCO) of your IT assets through supplier consolidation and optimization of contractual terms and conditions*
- > *Save time with early notification of expiring contracts*
- > *Have ready access to all services provided in IT contracts and their applicable terms and conditions*
- > *Make better-informed decisions due to greater transparency over costs and services*
- > *Avoid liability risks by being able to demonstrate compliance at any time.*

the General Terms and Conditions and the contract document itself as file attachments.

Information on payment methods and cancellation terms as well as contract periods are also documented in the Contract Manager. A notification agent will automatically remind you of payments due, and you can automatically generate these payments for existing contracts. Timely advance notification will give you enough time to cancel a contract, renew it or perhaps even convert it to save money. In addition, you'll be reminded of pending service and maintenance activities by your suppliers, allowing you to better plan for and monitor them.

> **The Latest and Most Reliable Inventory Data**

The Contract Manager features standard interfaces to ERP systems as well as to the Asset Manager and CMDB Manager. Through its regular, automated comparisons of your posted business-related components with the actually installed hardware and software, you will have reliable, always updated information. To have the best control over costs and contracts, you'll be automatically notified whenever IT components are no longer in operation so that you can cancel the contracts concerned.

Should a fault or malfunction occur in any component, service desk personnel can readily access information about relevant contract partners and warranty/maintenance agreements. The Contract Manager will help you decide whether is still

worthwhile to submit a claim for maintenance services or better to purchase a new component.

> **Excellent Transparency for Purchasing Negotiations**

The Contract Manager examines the contractual terms and conditions. It notifies you automatically when a new framework agreement makes purchasing an IT asset more economical than leasing it or whenever a given contract offers better service value. This will help you to cut costs considerably and negotiate better contract terms and conditions. At a glance, you can get an overview of recurring payments and your accounts payable at suppliers and contract partners. What's more, you can include the ongoing costs of in-force contracts in your budget planning, giving you a far more accurate overview of your budget situation.

> **Achieve Legal Certainty and Minimize Risks**

The number and frequency of audits conducted by software vendors is increasing and will continue to increase. With the Contract Manager you can conclusively prove that you are in compliance with the terms and conditions of contracts and license agreements. These records, covering current and historical data, are securely documented and audit compliant. This means that you'll minimize your liability risks and avoid having to pay fines and penalties that could potentially threaten the very existence of your company. A cross-departmental, role-based, access-rights model governing all contract data protects it from unauthorized access.