



Manage All Aspects of a Contract's Lifecycle.

Centralize contracts to eliminate inefficiency.

Companies operate under a wide variety of negotiated agreements and have traditionally relied on inherently problematic manual contract management. Common among these problems are missing and difficult-to-access contracts, incomplete files, and the absence of a final, executed copy. In addition, missed deadlines and opportunities, unmet obligations, unenforced rights, and overlooking an automatic renewal date can result in contractual penalties and multiply the associated cost.

Gain visibility to better manage contractual risks and obligations.

Rearden Contract Management Smart App allows you to create, search, and manage contracts, and store them in a single electronic repository. It enables you to achieve compliance, report and improve visibility on all contract management activities, and streamline the procurement contract management process. With greater visibility into and access to supplier contracts, you can increase supplier performance and contract compliance, as well as the effectiveness of your contracts department.

- Search one centralized contract repository
- Gain visibility into critical details of any contract and use of that information to improve contract compliance
- Create contracts effortlessly with standardized and reusable terms
- Automate alerts for monitoring contract milestones and events
- Access contracts based on internal governance and control policies
- Avoid upfront software and hardware investments with an On Demand (SaaS) delivery model

The screenshot displays the 'Summary' and 'Graphical Summary' sections of the Rearden Contract Management Smart App. The 'Summary' section includes a table of contract counts and a 'Summary - By Duration' table. The 'Graphical Summary' section features a pie chart titled 'STATUS SUMMARY' showing the distribution of contract statuses: Draft (132), Pending (11), and Fully Approved (41). The 'Quick Links' section provides access to Book Marks, Related Links, Saved Searches, and On Boarding Installer.

Summary	
Total Contracts	184
Draft Contract	132
My Contracts	2
My Subordinate Contracts	0
Items In My Personal Folder	Select Folder

Summary - By Duration		
New Contracts	Quarter	6
My New Contracts	Quarter	2
My New Subordinate Contracts	Quarter	0

Graphical Summary: STATUS SUMMARY

- Pending = 11
- Draft = 132
- Fully Approved = 41

Quick Links

- Book Marks
- Related Links
- Saved Searches
- On Boarding Installer

Features

Leverage a full suite of management features.

Contract Development

Existing Contract and Clause Templates:

Access hundreds of preloaded contracts and clause templates that stretch across many industries and functions.

Contract Creation Wizard:

Step-by-step guidance for contract creation.

Master Data List:

Provide a list of values that can be used to categorize field values in contracts. Categorizing an address as bill-to ship-to address.

Pre-approved Clause Library:

Allow provisions for pre-approved clause library containing standard terms and conditions to ensure uniformity.

Custom Fields:

Define additional customer specific contract attributes.

Cloning:

Copy contracts and templates to create similar documents.

Sub-contracts:

Provide sub-contracts under a Blanket/Master contract to ensure correlation and agreement.

Version Baseline:

Assign version numbers to track changes for clauses, headers, overview information, sub-clauses, line items, and more, with the Contract's version number incremented when changes are made.

Version Comparison:

Use version comparison to identify changes made between any two versions of a contract by recording modifications.

Audit Tracking:

Trace the amendments made to the contract by person and time for the purpose of compliance monitoring and auditing.

Collaborative Authoring:

Enable buyers, suppliers, outside parties, and others to collaborate and write mutually agreeable contracts.

Collaboration Across Functions:

Send contract drafts through approval chains across different departments and add comments.

Contract Checkout:

Review a contract before making changes to ensure two people do not amend it simultaneously.

Threaded Discussion:

Allow users to conduct discussions on contracts during authoring. Facilitate compliance by making available the history of all discussions and related notes for stakeholders to review later.

Contract Printing:

Generate contract documents in txt, doc or pdf format with the ability to print directly from the solution.

Features

Visibility and Access

Powerful Search Engine:

Use keywords to search for documents stored in central electronic repository.

Alerts:

Enable standard email-based event alerts or rule-based advanced alert notifications to promote timely action by users.

Authorization:

Control access by authorizing roles and permission-based login.

Task Milestone:

Manage the milestones of tasks such as due date and priority.

User Friendly Interface:

Learn how Rearden Contract Management works without training, using intuitive and easy-to-use web-based interface.

Approval Workflow:

Approve contracts using approval workflows, which are configurable by contract types.

Attachments:

Attach documents such as addendums, schedules, exhibits, enclosures, purchase orders, proposals to the contracts, and more.

Bookmarks:

Bookmark a contract or any other contract object (notes, tasks, etc.) for quick and easy access to frequently used contracts.

Drill Through Dashboards:

Present a high level of information with the ability to get into the details of any item on the dashboard.

Organization Hierarchy:

Define the organization hierarchy for an enterprise to enable controlled access to the contracts in each suborganization.

Contract Audit, Analytics and Reporting

Multi-dimensional Analysis:

Analyze contracts with user-specified dimensions including charts and graphs.

Milestone Analysis:

Track contract milestones and perform consumption analysis, price compliance, and variance analysis.

Reports:

Generate contract task milestones event reports, customizable metrics and analysis reports, and export to Excel format.