

Feature Brochure

Keeping Business Flowing



INTRODUCTION

In today's fast-moving business environment, procurement is more than just raising purchase orders — it's about gaining control, reducing waste, and making smarter financial decisions. Too often, companies struggle with hidden costs, outdated systems, and disconnected processes that leave finance teams, managers, and suppliers frustrated.

PurchaseFlow is a next-generation, cloud-based procurement platform designed to take the pain out of purchasing. By combining **intuitive workflows**, real-time analytics, and **powerful automation**, it gives businesses full visibility of spend and ensures every pound is working harder. From automated purchase orders and **AI-driven** invoice reconciliation to expense management, stock control, menu planning, and compliance monitoring, **PurchaseFlow centralises everything into one simple, scalable solution.**

Whether you're an SME, a school bursar, a multi-site hospitality operator, or a finance leader in a growing business, PurchaseFlow adapts to your needs. It doesn't just track purchases — it empowers your teams to buy smarter, stay on budget, and remain compliant without adding complexity. Backed by enterprise-grade security and seamless integrations with leading accounting platforms, it's built to save you time, money, and stress.

With PurchaseFlow, procurement stops being a headache and starts becoming a powerful driver of efficiency, transparency, and growth.

**Powerful
Tools.
Seamless
Control.**



The Complete Procurement Solution

PurchaseFlow is built to make procurement smarter, faster, and more reliable. It gives you the tools to reduce costs, automate manual processes, and stay fully aligned with financial and regulatory requirements



Our Vision

We empower organisations with smart procurement solutions that save time, cut waste, and give total control; helping business to flow faster and improve sustainably.



"PurchaseFlow has revolutionised the way we manage our procurement process. The PurchaseFlow application has streamlined our purchasing operations and increased our efficiency."

BUILDWELL

Procurement

ORDER MANAGEMENT FEATURES

Template Orders & Scheduling	Create recurring orders with automated scheduling and budget controls
Multi-Supplier Purchase Orders	Generate consolidated POs across multiple suppliers from shopping baskets
Approval Workflows	Configurable approval pipelines with role-based permissions
PO Number Generation	Automated, unique purchase order numbering system
Order Lifecycle Management	Edit, resubmit, delete, and track orders with user-specific filtering

SUPPLIER MANAGEMENT FEATURES

Supplier Onboarding	Streamlined supplier registration and relationship management
Catalogue Management	Supplier product catalogues with pricing and availability
Price File Management	Upload, review, and approve supplier price updates with versioning
Product Restrictions	Control which products are available to specific users or departments
Supplier Performance	Track and report on supplier spend and performance metrics

Finance and Budget

BUDGET MANAGMENT FEATURES

Budget Allocation	Assign budgets to orders with real-time consumption tracking
Spend Control	Automated budget enforcement and approval requirements
Financial Period Management	Handle budget rollovers and fiscal year transitions
Net Pricing & Rebates	Support for negotiated pricing and rebate tracking

ACCOUNTING INTEGRATION FEATURES

Multi-Platform Support	Connect to Xero, QuickBooks, Sage, NetSuite, Exact, Fortnox, Buildium
Full Restful API	Can connect to any system, speak to our onboarding team about custom integrations
Financial Period Management	Handle budget rollovers and fiscal year transitions
Automated Posting	Sync bills and credit notes directly to your accounting system
Master Data Sync	Keep suppliers, accounts, and tax rates synchronised
Financial Reporting	Comprehensive spend analysis and supplier reporting

Invoice Management

E-INVOICING AND PROCESSING

Document Processing	AI-powered invoice parsing and data extraction
E-Invoice Integration	Support for electronic invoicing standards
Invoice Matching	Automatic matching of invoices to purchase orders
Invoice Agents	Class leading fraud and duplication detection, extraction and price discrepancy saving your business time and money
Audit Trail	Complete transaction history and approval records
Document Storage	Centralised storage of all procurement document



**Invoicing sorted
in seconds,
not days.**

Expense Management

EXPENSE PROCESSING

Document Processing	I-powered expense creation, your expenses automatically drafted when forwarded to our dedicated email address
Mileage Expenses Made Easy	Multi journey mileage calculations, auto calculated
Email Integration	Connect your email and let our AI find receipts and expenses, tag them and create drafts on your behalf

**No spreadsheets,
no stress —
just smart
expenses.**



Inventory

STOCK MANAGEMENT

Multi-location Inventory	Track stock across kitchens, stores, and satellite locations
Goods-In Processing	Comprehensive receiving workflows with quality checks
Stock Count Templates	Suggested par level stocks
Inventory Variance Analysis	Track discrepancies and investigate causes
Temperature-controlled Storage	Monitor and alert on temperature-sensitive products
FIFO Management	First-in-first-out stock rotation tracking
Expiry Date Management	Automated alerts for approaching expiry dates



"I can't recommend PurchaseFlow enough – it's a must-have tool for any organisation looking to enhance their procurement workflow and boost their bottom line.

HAMPSHIRE COUNTY COUNCIL

Waste and Sustainability

WASTE TRACKING AND MANAGEMENT

Smart Waste Tracking	Monitor and report on waste with or without smart-bin integration (Limetrack, Winnow)
Waste Category Management	Track different waste types (food, packaging, general)
Preventable Waste Identification	Track and analyse preventable vs. unavoidable waste
Photo Evidence	Visual documentation of waste for audit purposes

SUSTAINABILITY AND COMPLIANCE

Carbon Footprint Calculation	Environmental impact tracking with CO ₂ equivalent reporting
UK Compliance Features	EWC code tracking and Waste Transfer Note management
Compliance Reporting	Automated compliance metrics and PDF exports
Automated Waste Reduction Guidance	AI-driven suggestions for waste prevention
Real-time Analytics	Waste trends, cost impact, and sustainability metrics

Menu Management

MENU ENGINEERING AND PLANNING

Advanced Menu Creation	Multi-course menu building with recipe integration and nutritional analysis
Menu Cycle Management	Plan rotating menus across multiple weeks with automated scheduling
Menu Assignment System	Department and branch-specific menu deployment with service time management
Course Management	Organise menu items by starters, mains, desserts with portion control
Menu Publishing Workflow	Draft, review, and publish menus with approval controls
Seasonal Menu Planning	Date-driven menu activation and rotation
Enterprise-wide Menu Distribution	Push menus across multiple locations simultaneously

**From recipe to service,
menus made effortless.**

Menu Management

RECIPE MANAGEMENT AND COST CONTROL

Comprehensive Recipe Database	Store recipes with ingredients, methods, and critical control points
Dynamic Recipe Scaling	Automatic scaling for different serving sizes and batch requirements
Real-time Recipe Costing	Live cost calculation with supplier price integration
Wastage Factor Management	Include wastage percentages in cost calculations
Recipe Versioning	Track recipe changes and maintain version history
Recipe Labelling	Date-driven menu activation and rotation
Enterprise-wide Menu Distribution	Generate kitchen labels with cooking instructions and nutritional information
Recipe Integration	Link inventory consumption to menu production



Menu Management

NUTRITIONAL MANAGEMENT

Automated Nutritional Analysis	Calculate nutritional values from recipe ingredients
Allergen Tracking & Alerts	Comprehensive allergen management with clear labelling
Dietary Suitability Tags	Mark recipes for vegetarian, vegan, gluten-free, and other dietary needs
Nutritional Label Generation	Create compliance-ready nutritional labels
Manufacturer Nutrition Data	Import nutritional data from Erudus and other suppliers
AI-Powered Label Extraction	Extract nutritional information from product labels using OCR

**Confidently
cater to every
dietary need.**

Food Safety

HACCP COMPLIANCE AND DOCUMENTATION

Digital Food Safety Manual	Comprehensive digital documentation and procedures
Temperature Monitoring	Equipment temperature tracking with alert thresholds
Cooking Temperature Logs	Track cooking, cooling, and reheating temperatures with validation
Probe Calibration System	Automated reminders and tracking for equipment calibration
Critical Control Point Monitoring	HACCP compliance with deviation tracking

Food Safety

OPERATIONAL CHECKS AND PROCEDURES

Full Hospitality Due Diligence Suite	Fully customisable check system
Cleaning Schedule Management	Digital cleaning schedules with verification and sign-off
Delivery Receipt Inspection	Quality control checks with photo evidence support
Opening & Closing Checklists	Customisable daily operational checklists
Return to Work Forms	Staff health declarations and approval workflows
Food Safety Compliance Dashboard	Real-time view of compliance status

Nothing gets missed with built-in HACCP checks

Analytics and Reporting

FINANCIAL ANALYTICS

OOD Cost Percentage Tracking	Monitor food costs as percentage of revenue
Menu Item Profitability	Calculate profit margins on menu items with real-time cost updates
Dynamic Pricing Support	Adjust pricing based on cost fluctuations
Portion Cost Analysis	Track cost per portion across different serving sizes
Price Change Impact	Analyse how supplier price changes affect menu profitability



Analytics and Reporting

OPERATIONAL REPORTING

Manager Dashboard	Real-time visibility into key procurement and operational metrics
Spend Analytics	Detailed supplier spend analysis and trends
Performance Metrics	Track procurement efficiency and cost savings
Nutritional Compliance Reports	Ensure menus meet nutritional guidelines
Temperature Monitoring Reports	Food safety temperature compliance Business Intelligence
Custom Repoprts	Generate reports tailored to your business needs
Trend Analysis	Identify spending patterns and optimisation opportunities
Supplier Performance Metrics	Evaluate suppliers on quality, delivery, and cost
Service Quality Metrics	Track service delivery performance
Operational Efficiency Metrics	Kitchen productivity and service speed analysis

AI and Automation

INTELLIGENT ASSISTANCE

Chat Assistant	AI-powered procurement assistant for common tasks
Smart Recommendations	Intelligent suggestions for orders and suppliers
Process Automation	Reduce manual work with intelligent automation
Predictive Analytics	Demand Forecasting - Predict menu item demand based on historical data
Automated Menu Optimisation	AI-driven menu recommendations for profitability
Predictive Waste Management	Forecast waste patterns and suggest interventions

**Smart suggestions
make ordering
effortless.**

Platform and Integration

USER MANAGEMENT AND SECURITY

Role-Based Access	Granular permissions and user role management
User Preferences	Customisable interface and notification settings
Multi-Tenant Architecture	Secure, scalable platform for enterprise use
Enterprise SSO	Secure single sign-on integration
API Security	Robust authentication and data protection
Tenant Isolation	Complete data separation between organisations

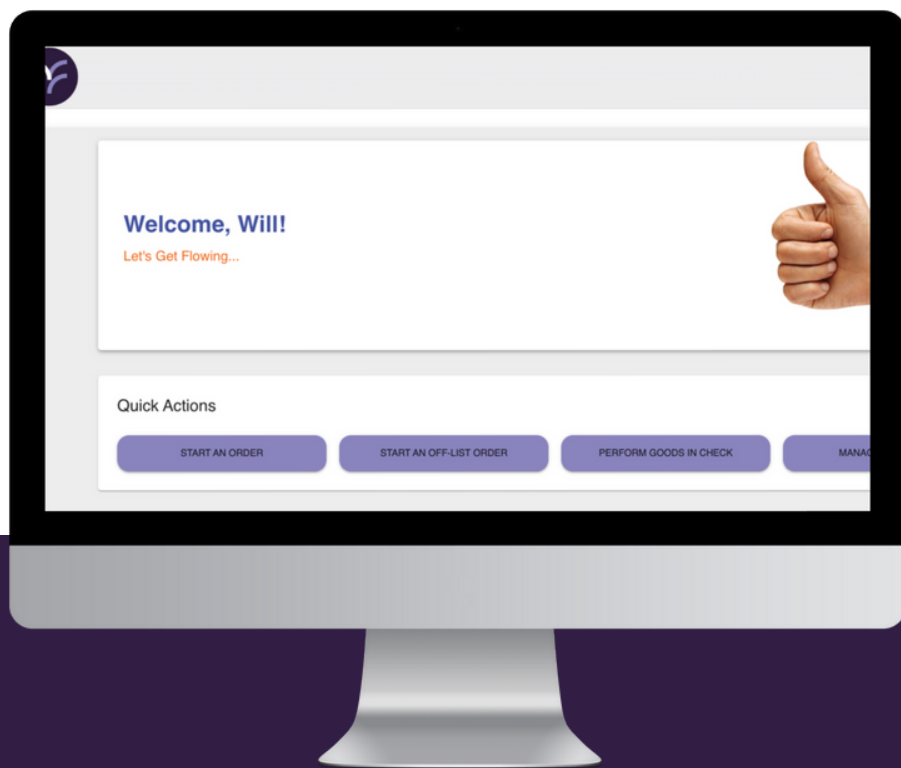
COMMUNICATION AND INTEGRATION

Automated Notifications	Email alerts for orders, approvals, and updates
Supplier Communications	Automated PO delivery and status updates
Reminder System	Configurable reminders for key activities



PurchaseFlow

KEEP BUSINESS FLOWING



BOOK YOUR DEMO TODAY

