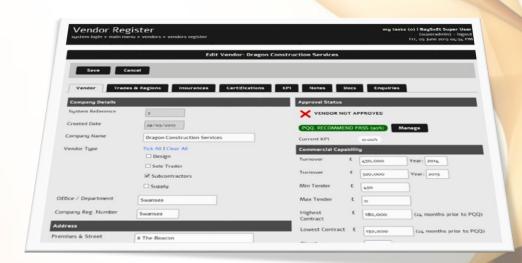# Mandarin

*"Comprehensive and powerful software for the construction industry for Vendor Management, e-Tendering and KPI assessments & tracking"*



*"Designed using the latest technologies, Mandarin is a browser-based product enabling you to put one of the industry's most innovative and easy to use construction software solutions to work for you"*

# Vendor Management

Mandarin allows your organisation to develop an efficient and comprehensive vendor management process, providing a complete view of your vendor relationships.

With Mandarin Vendor Management software, you can manage all your critical vendor data, such as contact information, financials, insurances, accreditations, safety, health & environmental information, in one-easy-to manage browser-based application.

The system also provides you with the time-saving benefit of automated requests to vendors to update time sensitive information fields such as insurances and certificate expiry.

## Vendor Registration

Vendors may initially register their details via an online form, which can be accessed directly from your own website. You may also manually register vendors. Upon approving a registration, a vendor is added to your register and is sent a Prequalification Questionnaire (PQQ).

## Prequalification

Mandarin offers an online Prequalification Questionnaire, accessed from an email link. It captures: head details, such as contact information; certifications and accreditations; scored questions; and enables the uploading of any required supporting documentation.

## Assessment & Approval

Upon the submission of a PQQ, you will be invited to review it and then store the details onto your database. Mandarin will calculate the score of the PQQ, and recommend that you pass, fail or review the vendor. Selected personnel are notified by email and invited to "Approve" the vendor

## Compliance

Mandarin is a great aid in maintaining compliance. With Mandarin you can always prove you have undertaken proper due-diligence on the vendors you work with.

## Auto Updates

Data is constantly assessed to ensure that it is not becoming stale. Requests for data updates for expired insurances, renewed certifications or PQQs are made at the push of a button.

# e-Tendering & Contracts

Mandarin facilitates the efficient sending of enquiries to your selected, vendors, and also allows digital distribution of the documents needed by them to return a quotation for the target work package.

## Tender Registration

As part of the system setup process we can build you a custom tender and contract form, so that you can register your tenders and contracts. The data captured can then be mail-merged into your enquiry emails.

## Enquiries

Sending enquiries manually is a tedious and time consuming task. With Mandarin you set up your tender or contract, define your work packages, then quickly filter down to the vendors best suited to receive an enquiry. You then send out your enquiries at the push of a button.

## Analysis

Mandarin monitors each vendor's responsiveness to your enquiries. You can quickly determine which vendors are slow at responding, who don't respond or who are responding and are never winning any business.

## Procurement

Allows you to log and monitor vendor orders and provides a timely notification to selected personnel to undertake a vendor performance assessment.

## Performance

Monitoring vendor performance is clean and simple in Mandarin. You can select the Key Performance Indicator (KPI) template, and assess your vendor's performance upon the completion of their work packages.

A vendor's KPI score will build into an average, allowing you to identify your most reliable vendors with ease. You can also monitor which vendors are falling below your standards, and act accordingly.

# Mandarin

## BaySoft write and maintain Mandarin

They have over 20 years' experience in writing quality bespoke software systems for a diverse range of clients.

They pride themselves on offering an excellent standard of customer service, and work closely with clients to design and produce software solutions that work.

Their aim is to deliver efficiencies and save you time and money.

Telephone support and system training is available to our Mandarin customers.

## Technical

Mandarin is a web-browser based solution, developed using the latest Microsoft .NET technologies utilising Microsoft's SQL Server as the database platform.

The application has been designed to be either Cloud hosted or hosted on your own in-house servers.

We recommend Microsoft Server 2008, IIS7 and SQL Server 2008 as a minimum technology platform.

Microsoft .NET 4.6 is required . This cannot be installed on Server 2003.

**Terminologies:**
IIS = Internet Information Services (Microsoft's web server). Runs on Microsoft Servers.

Microsoft Server 2008 etc = The Windows server operating system software.

SQL Server 2008 etc = The database server that runs on the Windows server software referred to above.

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