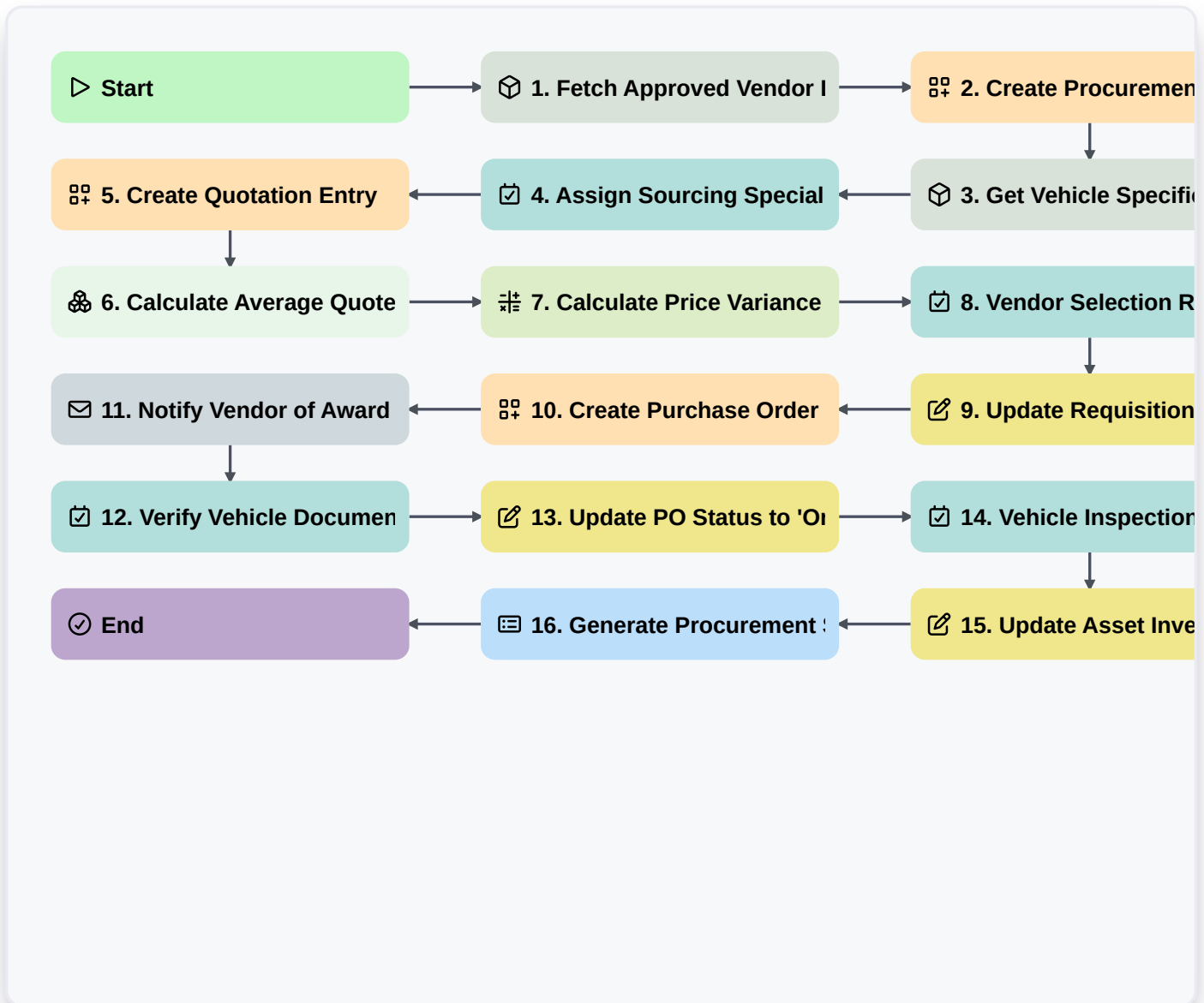


Vehicle Procurement And Sourcing Process



▷ Start

Start of the Workflow/Process.

📦 1. Fetch Approved Vendor List

Retrieve existing entries from the Vendor Data Model to identify qualified suppliers.

📄 2. Create Procurement Requisition

Generate a new entry in the Procurement Requisition data model to initiate the process.

📦 3. Get Vehicle Specifications

Retrieve technical requirements and budget constraints from the Requisition entry.

📄 4. Assign Sourcing Specialist

Create a task for a Sourcing Agent to begin contacting vendors and requesting quotes.

📄 5. Create Quotation Entry

Create a new data entry for each vendor quote received during the sourcing phase.

📄 6. Calculate Average Quote Price

Aggregate all quotation entries to calculate the average price across all bidders.



7. Calculate Price Variance

Compare the average quote price against the initial budget defined in the requisition.

8. Vendor Selection Review

Create a task for the Procurement Manager to review quotes and select the winning bid.

9. Update Requisition Status

Update the original Requisition entry status to 'Vendor Selected'.

10. Create Purchase Order

Create a new Purchase Order entry linked to the selected vendor and vehicle specs.

11. Notify Vendor of Award

Send an email to the selected vendor with the Purchase Order details.

12. Verify Vehicle Documentation

Create a task for the Logistics Team to check registration, insurance, and compliance papers.

13. Update PO Status to 'Ordered'

Update the Purchase Order entry to reflect that the order has been placed.

14. Vehicle Inspection

Create a task for the Fleet Inspector to perform a physical inspection upon delivery.

15. Update Asset Inventory

Update the Vehicle Asset data model to include the new vehicle in the active fleet.

16. Generate Procurement Summary Report

Create a final report summarizing total spend, vendor performance, and time-to-procure.

End

End of the Workflow/Process.