

SPECIAL REPORT: Office Supplies

Category Management Dashboard

Office supplies is a common spend category typically managed by procurement. Spend associated with this category has grown due to the provision of broader goods and services, such as cleaning products, furniture and beverages/alcohol, by the major suppliers.

Office supplies is an excellent category by which procurement can demonstrate value-for-money outcomes including a high level of compliance and service delivery.

Due to frequent market movements, office supplies should be measured regularly. The granularity in office supplies transaction data allows procurement to demonstrate how it can support, monitor and report the organisation's sustainability initiatives.

Office and speciality paper supplies

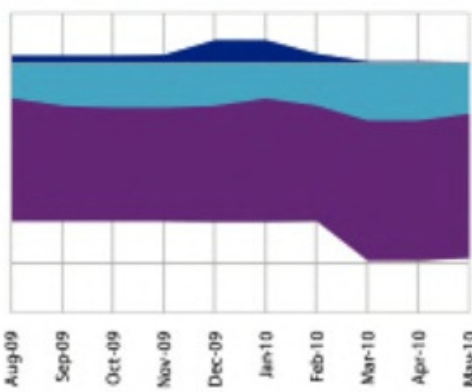


Toner cartridges



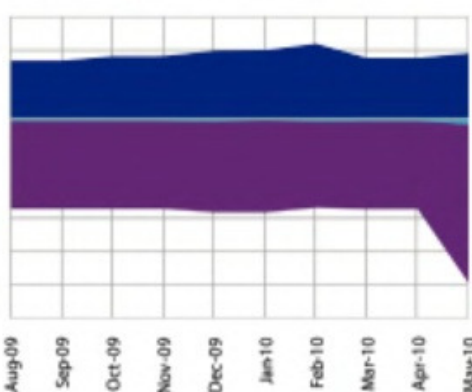
Office and speciality paper supplies

- Cost advantage vs average
- Savings opportunities vs low
- Savings opportunities vs average

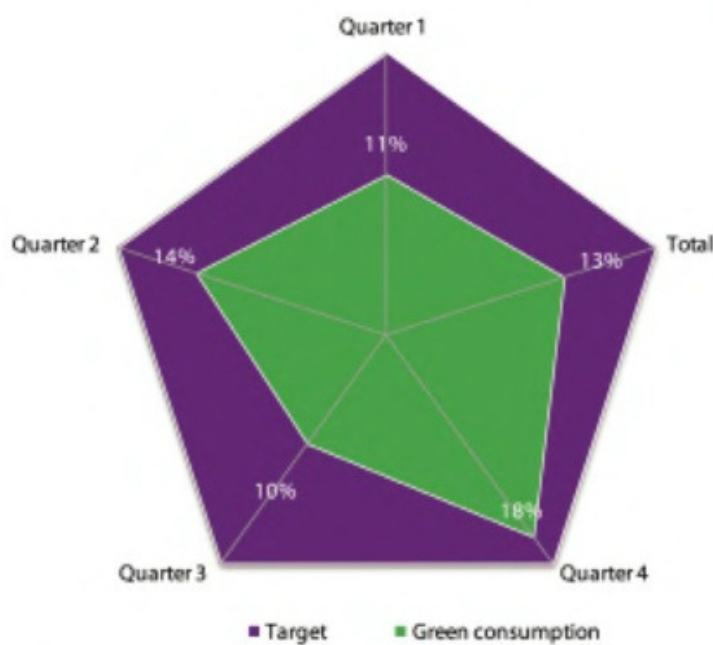


Toner cartridges

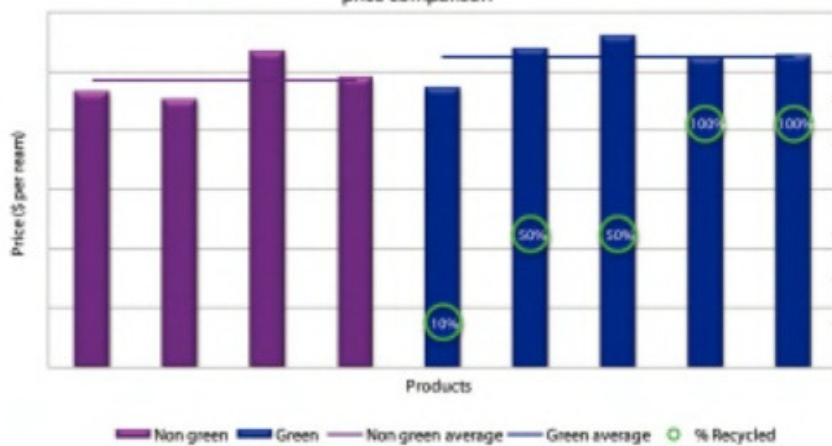
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Quarterly % green (reams) vs. target paper, A4, 80gsm, white



Paper A4, 80gsm, White price comparison



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