



LanyonBid provides an on-line, database-driven tool that drastically reduces the time, and associated costs, of managing an RFP.

Using best practice libraries, a unique 2-stage RFP process, project driven collaboration tools, and automated comparison tools, LanyonBid enables you to produce an efficient, fast, and accurate **"apples for apples"** summary of your RFP.

Key Elements of LanyonBid

Project set-up

Includes schedule for each stage of the tender process plus names and contact details of all members of the project team. Special features include automatic alerting of suppliers if buyer changes dates in the schedule and an alert to the buyer if a supplier fails to meet a deadline.

Request for Information

Expert and customizable web documents and briefing templates to enable the buyer to request standard information about each suppliers business. Access to an online library of travel-specific questions, ranging from a list of locations to requests for online demonstrations of suppliers technology tools.

RFP Overview

Expert, customizable web documents and briefing templates ensure the buyer provides the crucial information suppliers need to submit a rational, well-planned proposal. Examples include: spending data (number of transactions, volume of spend, top city pairs, etc.), an outline of policy and company overview.

Create RFP

lanyonBid's unique 2-stage process allows you to ask key yes/no questions of each supplier, before then sending a more detailed RFP to those respondents you choose.

Access to extensive online library of travel-specific questions, which allows the buyer the flexibility to customize sections/questions. It standardizes documentation, whilst allowing creativity. In addition, the multinational library allows buyers to ask country or regional-specific questions which is critical in identifying supplier strength in different markets.

Supplier Proposal

Detailed, customisable web documents containing modules ranging from service configuration proposals to management information specification to pricing proposals. This standardisation ensures that buyers can compare responses on a like-for-like basis. However, suppliers can brand

response to give own look and feel *and* there are spaces in the document to make creative proposals.

Evaluation Tool

Highly analytical and easy-to-use evaluation tool enables buyers to weight and score suppliers. Allows 'like-for-like' comparisons of supplier proposals and summary reports provide a detailed and transparent breakdown of supplier scoring.

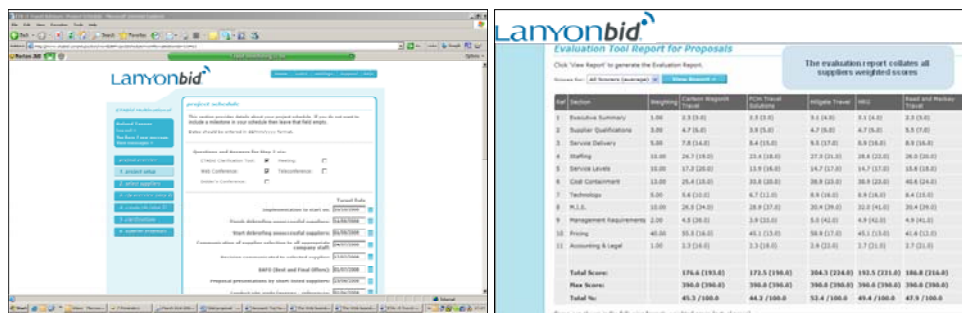
Collaboration Tool

Allows buyer's project leader to work collaboratively with colleagues. It also provides an audit trail by documenting and storing all events and correspondence via its archive facility. An additional special feature allows suppliers to collate and transmit requests for clarification of RFP directly to buyer.

LanyonBid Modules

LanyonBid can be used to streamline your RFP process for a variety of procurement needs, and currently incorporate several best practice libraries and modules: -

- **Travel Management Company Services**
- **Ad Hoc Procurement Bids**
- **Expense management Systems**
- **Car Rental Services**
- **Ground Transportation**
- **Self-booking tools**
- **Hotel reservation Services**



Lanyon is the recognized leader in Content Management and Process Improvement Solutions for the hotel industry and their partners. From GDS rate publishing and productivity tools to the latest Internet innovations, Lanyon products can be found in major travel-related companies worldwide.

North America Headquarters
 Lanyon Inc.
 1521 N. Cooper St., Suite 800
 Arlington, TX 76011 USA
 +1 817-226-5656

Europe Office
 Lanyon Europe, Ltd
 30a Upper High Street
 Thame, Oxfordshire, OX9 3EX
 England, UK
 +44 (0) 1844 211644

sales@lanyon.com

www.lanyon.com