

University of Cambridge eMarketplace

DID YOU KNOW...?

- That you can compare four items side by side.
- That your Procurement Team have the ability to set items to 'preferred' status? These items then receive a boost in the search results and tend to be contracted items.
- That your Procurement Team have the ability to 'deselect' items? This can be helpful to immediately hide items that are unexpectedly out of stock.
- That you can create a list of favourite items to reduce the amount of time it takes to create a basket of goods.
- That you can share a basket of goods with a colleague for them to check out on your behalf? This can be especially helpful if you're out of the office on annual leave.
- That Advanced have a dedicated Data Quality Team who work to categorise every single item that UoC and all other Buyers purchase in order to improve End User searching.
- That Suppliers are able to join the Marketplace for free as a Trader.
- That Suppliers are able to hide items from your view when they are out of stock.
- That Suppliers are responsible for loading catalogue images.
- That Suppliers can load up to 25 images per item.
- That Suppliers can load PDF's such as MSDS sheets to provide you with additional information.
- That prices change within the Marketplace so you should periodically sense check your saved baskets to ensure they contain the most competitively priced items where possible.
- That you can customise the layout of your Marketplace homepage by clicking on the cog at the top right hand side.
- That you can substitute items from within your saved basket, making it easier to update them with more competitive options.
- That Suppliers can add comments for End Users to see when they accept or reject an order.
- That you can filter your search results to only show items that have an image.
- That you can report an incorrectly categorised item from within the item description by clicking on 'Report Incorrect Category' at the left hand side.