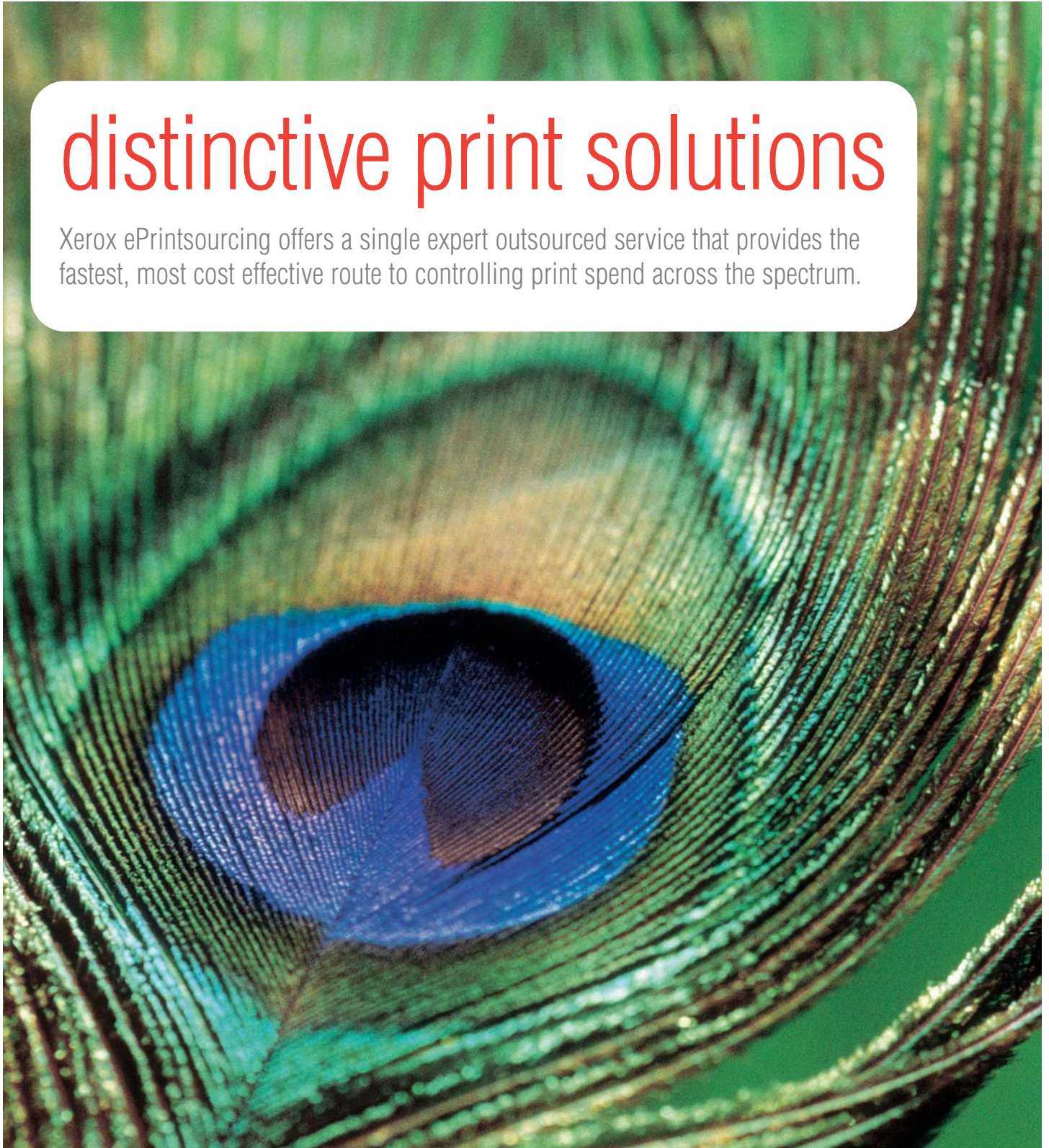


## distinctive print solutions

Xerox ePrintsourcing offers a single expert outsourced service that provides the fastest, most cost effective route to controlling print spend across the spectrum.



# The fastest, most cost-effective route to controlling print spend



## Xerox ePrintsourcing

Xerox ePrintsourcing solution is guaranteed to make a real difference to your business. Costs come down. Efficiency goes up. Productivity is transformed. It's a new way of managing your print requirements that gives you access to the very best people, processes and technology in the business. And not only does it give you full control and visibility of your print costs, but it's guaranteed to deliver valuable and sustainable savings year after year.

### The need for control

As a manager, you keep a tight control of expenditure. You compare suppliers and look for competitive quotes. You insist on getting the best value for money. You train your staff to invest, rather than just spend. And, where appropriate, you outsource services to third parties that can deliver savings and process improvements that you couldn't achieve in house. It's time to take the same approach with print.

The simple fact is that even in large well-managed businesses, external print procurement is rarely regarded as a distinct specialist function. Instead, it's a fragmented, unmeasured process undertaken by a large number of individuals, usually as an incidental part of their job. Printed material is often commissioned by employees with little or no formal experience in buying print. Worse, it's often left to an external

marketing agency to purchase who may not only lack the print buying skill, or the need to be competitive, but will also add a 17.5% mark-up. And even where print procurement is part of a central buying team; it's only one small part of the job, not a specialisation.

The result is that very few organisations can actually determine their total spend on external print, let alone know whether it is being optimally purchased, even though the typical print spend can equal as high as 5% of their turnover. Fortunately, Xerox can help.

### The advantages of centralisation

There's a huge range of printed material that is being bought throughout your company. General marketing and point-of-sale collateral, direct mail and fulfilment packs, training material, internal information packs, employee publications, business cards, envelopes, letterheads, and business forms. The list seems endless.

The problem is one of control. With so many people in your organisation buying from so many different suppliers – usually on a job-by-job basis – it's impossible to get the best value. Then there's the hidden administration costs and the unproductive time spent in non-core activities. Not to mention the potential for errors, delays and missed deadlines.

Xerox ePrintsourcing solves all these problems and more, delivering real value to your organisation.

## A new way of managing print

Xerox ePrintsourcing has been created using Xerox's long experience in providing the answer to all of these problems. It's a single, centralised outsourced service that delivers real and sustainable savings, total visibility of your print spend and complete control.

Each print job, from the largest to the very smallest is optimised in terms of cost, production and presentation using the in-depth knowledge of Xerox's highly trained document experts. Our staff are on hand to manage and advise at all times, either on-site or off-site, including meetings with third party designers and production houses as required. And we make sure that production is always at the lowest possible cost.

We offer a gateway to external print sourcing that provides the fastest and most cost effective route to controlling print spend. Take our virtual print room, for instance. Accessed over the web, it delivers our expert services to every point in your organisation, making fragmented print-buying processes a thing of the past.

In short, the Xerox ePrintsourcing service optimises print purchasing decisions, increased control, rigorous expense management and continuous incremental savings – guaranteed.

## People, Process, Technology

Xerox ePrintsourcing replaces existing fragmented or resource-hungry processes with a controlled, customer-facing service that's tailored to the specific needs of your business. Like all Xerox Global Services offerings, Xerox ePrintsourcing concentrates on three vital areas: people, process and technology.

### The People

With a team of trained and experienced print specialists at its hub, Xerox ePrintsourcing gives you unrivalled expertise in all aspects of print specification and production. The ePrintsourcing team, which can include specialised supplier management functions and IT specialists, can also make full use of other valuable Xerox resources in accounting and other support areas.

### The Process

Xerox's industry-leading ePrintsourcing procurement processes are the key to providing superior quality and service at the most competitive market rates. A major part of the process is the engagement and management of a fit-for-purpose contracted supplier base. It is by leveraging this, and by replacing your existing print procurement processes, that we can create simple, results-driven processes that bring greater levels of quality, value and efficiency than ever before.

## KEY

## BENEFITS

Xerox ePrintsourcing delivers:

- Guaranteed cost reduction
- True supplier independence
- Fully open book accounting
- Risk-free, guaranteed quality and service
- Faster time to market
- Total control

Although we manage the process for you, you stay in complete control. You'll have on-demand access to comprehensive and accurate management information, making it easy to measure us against key performance indicators in a detailed Service Level Agreement.

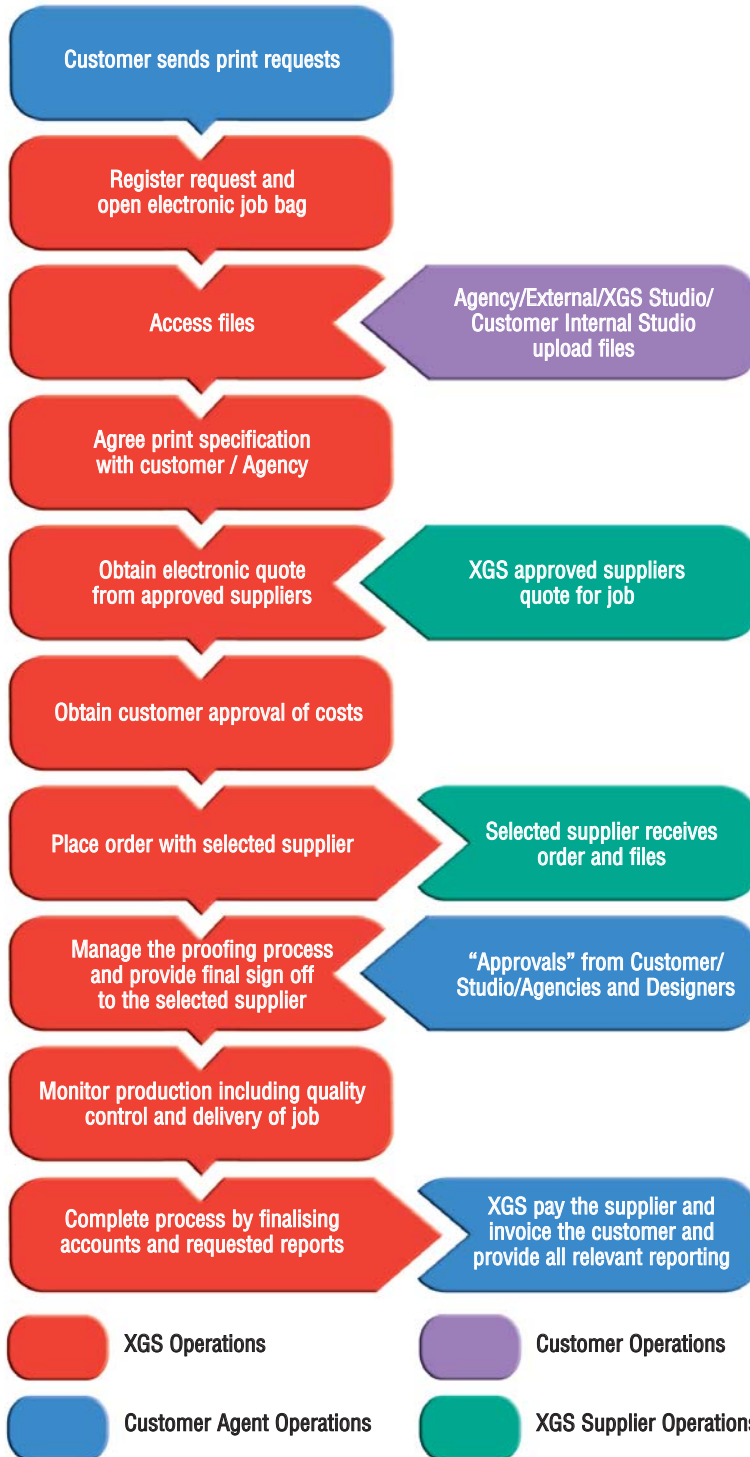
### The Technology

Xerox Global Services delivers two very different areas of technology aimed at enhancing service and reducing cost. First, through our supplier base, we ensure access to the very latest production technology. And because we're independent, we're free to choose the optimal production method for each and every job.

The second area is our fully web-enabled suite of software. This connects you with carefully vetted suppliers and specialists, secures best value for every job through on-line auctions and enables full on-line production tracking.

For information on the solutions and services that Xerox Global Services can provide, visit [www.xerox.co.uk/globalservices](http://www.xerox.co.uk/globalservices) or call **0870 871 0100** to speak to your local Xerox representative.

## ePRINTSOURCING SIMPLE WORKFLOW



## SERVICE AT A GLANCE

- On-line print outsourcing
- Managed by fully trained, experienced professionals
- Access to contracted, fit-for-purpose suppliers
- On-line ordering and job tracking
- Elimination of internal processes and resources
- Leveraging print spend
- Risk-free – guaranteed quality
- Modular service that adapts to individual business needs

## ABOUT XEROX GLOBAL SERVICES

Xerox is the global leader in document management, offering the widest array of products, services and solutions in the industry. Xerox Global Services, one of the three main business units of Xerox, offers a broad portfolio of services including outsourcing, consulting, systems integration, imaging and content management.

We work with our clients to improve and manage their document intensive business processes – everyday processes like customer communications, billing, training, or records management. Xerox Global Services are worldwide leaders in document outsourcing.