



# Product brochure



## The concept [Upload/create ➔ approve ➔ sign ➔ monitor]

2Agree is a contract management system to easily upload or create (using track changes) contracts, approve and electronically sign contracts and after that to manage and monitor these contracts during the contract life cycle. By doing so you will be able to reduce costs and risks.

## The added value !

- no unplanned automatic contract renewals
- a complete overview of all agreements
- enough time to benchmark alternatives
- reduce risks
- generating savings and/or prevent cost increases
- handover of agreements in case of illness or when an employee leaves the company
- intelligent and effective cooperation between colleagues
- professional behaviour towards the contract party
- low cost
- high compliancy
- we can import all your current contracts and documents → 2Agree

## The technical solution

- web based
- access via HTTPs and SSL
- certified datacentre
- no installation or IT services needed
- Single Sign On
- 2 Factor Authentication
- certified digital signature
- very fast response time (user experience)
- access via pc, laptop and tablet
- automatic updates



## Pricing

User type	Number of users	Price per user per month	Number of contracts	Number of documents
User	2	€ 45,00	Unlimited	Unlimited
	3-5	€ 35,00		
	6-10	€ 30,00		
	11-25	€ 25,00		
	26-50	€ 20,00		
Viewer	1	€ 5,00		
Per Sign Request		€ 1,00		

Excl. VAT

## The features

### Agreements



Upload or create (using track changes) agreement documents

After logging in a full overview of all agreements

Standard view is the deadline view (end date -/- notice period)

Sorting can be easily adjusted, an extensive search / filter function is available

### Tasks



Automatic end date -/- notice period task for every new agreement

Create tasks, assign them to users and monitor progress

All tasks presented in a clear overview

### Email notifications



Email notifications are sent via email to the users

### Interactive (click through) Dashboard



Graphical view of all agreements (total and value)

Graphical view of all tasks

## Profiles



Flexible and future proof authorisation by using profiles setup  
A user can be assigned to 1 or multiple profiles  
Per agreement 1 or multiple profiles can be selected

## Dropdown lists



Almost all information can be maintained in data tables which are accessible via dropdown lists when adding or modifying agreements (easier, quicker and less data pollution in the system).

## KPI's



Creating and managing standard KPI's (Key Performance Indicators)  
Per agreement managing a target value, period and achieved value

## Additional contract fields and templates



Besides the general contract fields it is also possible to create and use additional contract meta data fields (text, date, value, dropdown-list etc.) which are specific for your organization. It is also possible to create templates to organize which contract fields are used/shown.

## **Documents / attachments / hyperlinks**



Per agreement a wide range of document types can be uploaded in to 2Agree or (hyper)linked to your local or cloud storage (e.g. Sharepoint or Google Drive). Besides uploading a document, you can also select a document from your document templates library, in order to create (using track changes) an agreement document.



## **Approval workflow**

Creating and managing approval workflows per agreement  
Report progress, archive approvals



## **Digital signature**

Documents can be sent to 1 or multiple recipients for digital signature.  
After completing the process a signed document and certificate will be available in the 2Agree documents overview.

## Chat



The chat function offers the functionality to chat about subjects related to the agreement. Chat messages are supported by email notification and will be sent to the users being part of the chat.

## Languages



English, Spanish, French, German, Danish, Dutch and Chinese  
User screens, help instructions and email alerts  
Every user can use the system in their own language

## Help



A very detailed user manual in 2Agree  
Contact the helpdesk via email or phone  
Multiple instruction tutorials in 2Agree

## Start using 2Agree



It's very easy to start-up 2Agree  
As 2Agree is a cloud solution a software installation is not required and using the configuration manual will result in a very fast start-up

## Data migration to 2Agree



2Agree offers a service to migrate your actual contract information from Excel and/or another data source to 2Agree. This will result in an easy and efficient start using 2Agree.



## A quick impression [agreement start screen]

The screenshot displays the 2Agree web application interface. At the top left is the 2Agree logo. The top right navigation bar includes icons for Agreements, Tasks, Tables, Reports, and Dashboard, along with user profile, system, help, home, and logout options. The main content area shows a table of agreements with columns for Entity, Contract party, Title/short description, Main group, End date, Deadline, and Value/year. A sidebar on the left provides filters for 'Also show' (Inactive, Discontinued, Automatic renewal), 'Find in selection' (search and clear buttons), and 'Until deadline' (range filters). The table contains 16 rows of data, with some rows highlighted in red or yellow to indicate specific deadline statuses.

	Entity	Contract party	Title/short description	Main group	End date	Deadline	Value/year
	Molsen Transport Tiel BV	Hago B.V.	Cleaning contract production area	Overhead	11 Dec 2021	22 Oct 2021	61000 EUR
	Molsen Transport Tiel BV	McAfee Ltd	Antivirus software	Software	31 Dec 2021	31 Oct 2021	300 USD
	Molsen Transport Tiel BV	Shell card services GmbH	Travelcard agreement	Overhead	10 Dec 2021	10 Nov 2021	5000 EUR
	Molsen Transport Born BV	Audi Amsterdam B.V.	Software M&S contract - CRM System X-DOC	ICT	11 Dec 2021	11 Nov 2021	3000 USD
	Molsen warehousing GmbH	Vodafone Germany GmbH	Red Business Mobilfunk	Communication	15 Feb 2022	17 Nov 2021	600 EUR
	Molsen France SARL	SAP Nederland B.V.	M&S agreement on SAP systems	Software	31 Dec 2021	01 Dec 2021	6700 EUR
	Molsen Transport Tiel BV	Willemsen Procurement Services B.V.	Interim purchasing manager	Employees	31 Dec 2021	01 Dec 2021	168 EUR
	Molsen Transport Born BV	BMW Nijmegen B.V.	M&S contract year 2019-2021	ICT	31 Dec 2021	01 Dec 2021	5600 EUR
	Molsen Transport Tiel BV	Klinge Golfkarton B.V.	Framwork agreement for the delivery of folding boxes	Packaging materials	01 Jan 2022	02 Dec 2021	450000 EUR
	Molsen Transport Tiel BV	Euwid GmbH	Contract for the delivery of printing presses.	Machines	31 Dec 2021	31 Dec 2021	1000000 EUR
	Molsen Transport Tiel BV	Klinge Golfkarton B.V.	Framework agreement for folding boxes	Packaging materials	14 Feb 2022	15 Jan 2022	375000 EUR
	Molsen Transport Tiel BV	Klinge Golfkarton B.V.	Framework agreement for folding boxes	Packaging materials	14 Feb 2022	15 Jan 2022	876 EUR
	Molsen Transport Tiel BV	Wifac B.V.	Maintenance contract for cutting divices	Productie	07 Apr 2022	06 Feb 2022	4000 EUR
	Molsen Transport Nijmegen BV	Rentokil B.V.	Pest control agreement.	Facility	07 Apr 2022	06 Feb 2022	6000 EUR
	Molsen Transport Tiel BV	Sita Nederland N.V.	Waste paper collection agreement	Overhead	11 Apr 2022	10 Feb 2022	12000 EUR
	Molsen Transport Tiel BV	Smolders houtindustrie B.V.	One way pallets-agreement (after 2010)	Packaging materials	01 Jun 2022	11 Feb 2022	18000 EUR

## A quick impression [agreement details screen]

**2Agree**

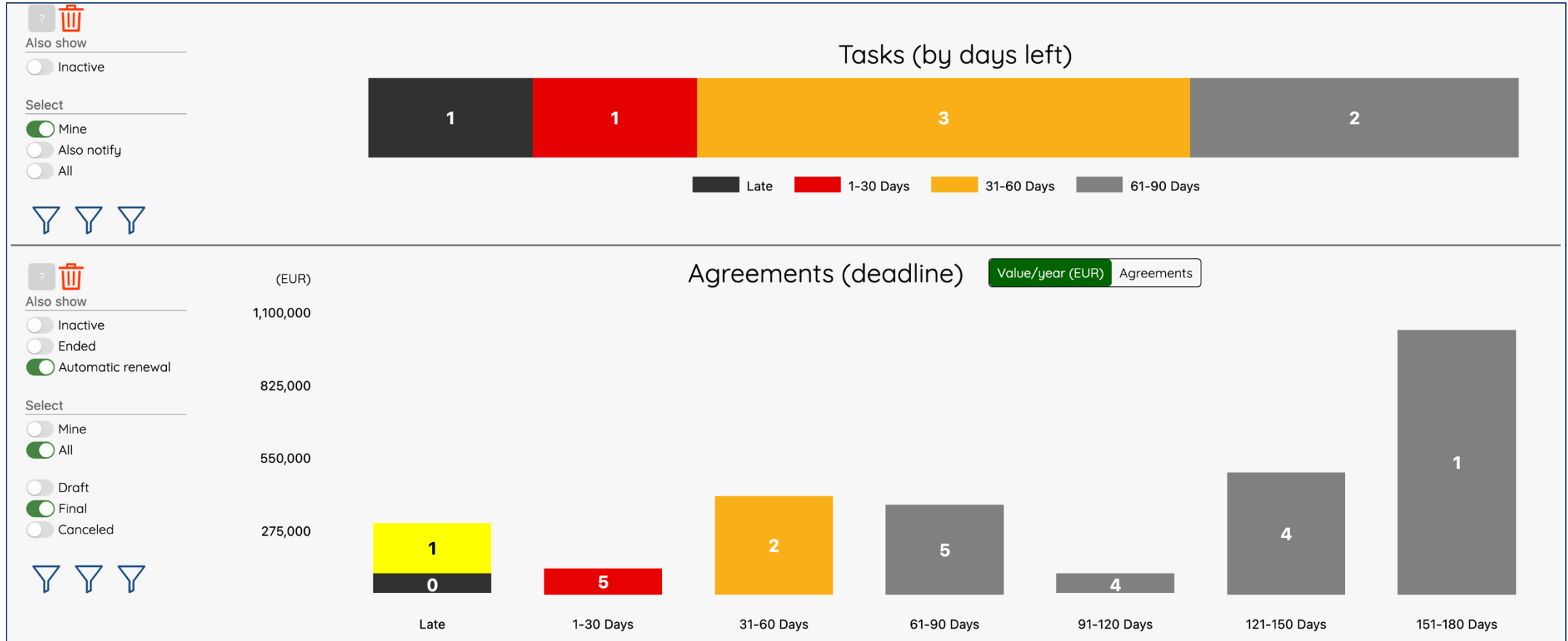
Departments People Tasks Documents KPIs Authorization Workflows History Print Delete Save Close Duplicate Help Home Logout

**Agreement (update)**  
051 2Agree demo system maarten.zwaluw@2agree.com english

Days to deadline: 27

Template *	<input type="text" value="_Default, This is the systems default template"/>	?
ID *	<input type="text" value="0068"/>	?
Short description (250) *	<input type="text" value="Travelcard agreement"/>	?
Entity *	<input type="text" value="Molsen Tiel BV, Tiel, The Netherlands"/>	+ i ?
Agreement manager (lead) *	<input type="text" value="Molsen Tiel BV: Zwaluw, Maarten"/>	i ?
Start date *	<input type="text" value="09-01-2021"/> Sat, Jan 9, 2021	?
End date *	<input type="text" value="10-02-2023"/> Fri, Feb 10, 2023 + 1 year + 1 term	?
Notice period (calendar days) *	<input type="text" value="30"/> Wed, Jan 11, 2023 (Deadline)	?
Status *	<input type="text" value="Final"/>	+ ?
Active *	<input checked="" type="checkbox"/>	?
Contract party *	<input type="text" value="Shell card services GmbH"/>	* + i ?
Contract party contact	<input type="text" value="Frank Ierseke"/>	+ i ?

## A quick impression [tasks and agreements interactive dashboard]





## A quick impression [email notification]

Dear Madam/Sir,

This is an automatic email-notification from your Contract Management System.  
You are informed that action is needed or a contract is amended.

### Notification

Task	Annual contract review date
Status	Final
Task sent to	<a href="mailto:harry.leets@company.com">harry.leets@company.com</a> , <a href="mailto:chuck.smith@company.com">chuck.smith@company.com</a>
Start date task	1-dec-2021
Progress check on	14-dec-2021
Task ready date	1-jan-2022
Reminder	14-jan-2022
Task for	chuck.smith

### Agreement

Agreement	Long term pallet delivery agreement
Main group	Packaging material
Entity	Warehouse Nijmegen
Agreement manager	Chuck Smith
Contract party	Puderbach Paletten GmbH
Status	Final
Start date	12-feb-2012
End date	31-march-2022
Notice period	30 days

## Why 2Agree?



### **Organized**

- controlling and monitoring agreements
- efficient, effective, secured, planned and consistent



### **Full control**

- evaluate the current situation / agreement
- define future requirements
- benchmark alternatives



### **Reduce risks**

- no more automatic renewals or missing important milestones
- smart authorisation who can see and do what



### **Prevent cost increases and/or realize savings**

- pro-active behaviour towards the external contract party
- enough time to benchmark and negotiate alternatives

## Some references



University  
Since Dec-2019



Manufacturer bread machines  
Since Feb-2014



Pizza fast food restaurants  
Since Jun-2024



Manufacturer eye glasses  
Since Mar-2012



Chip manufacturer  
Since March-2018



Watch wholesaler  
Since Jun-2012



Humanitarian organisation  
Since March-2019



Steel manufacturer  
Since Dec-2018



Airliner  
Since Nov-2018



Floor solutions  
Since Dec-2020



Perfumes & design  
Since May-2020



Airfrance KLM service centre  
Since Nov-2016