Unite

Setting up the basket-to-ERP solution
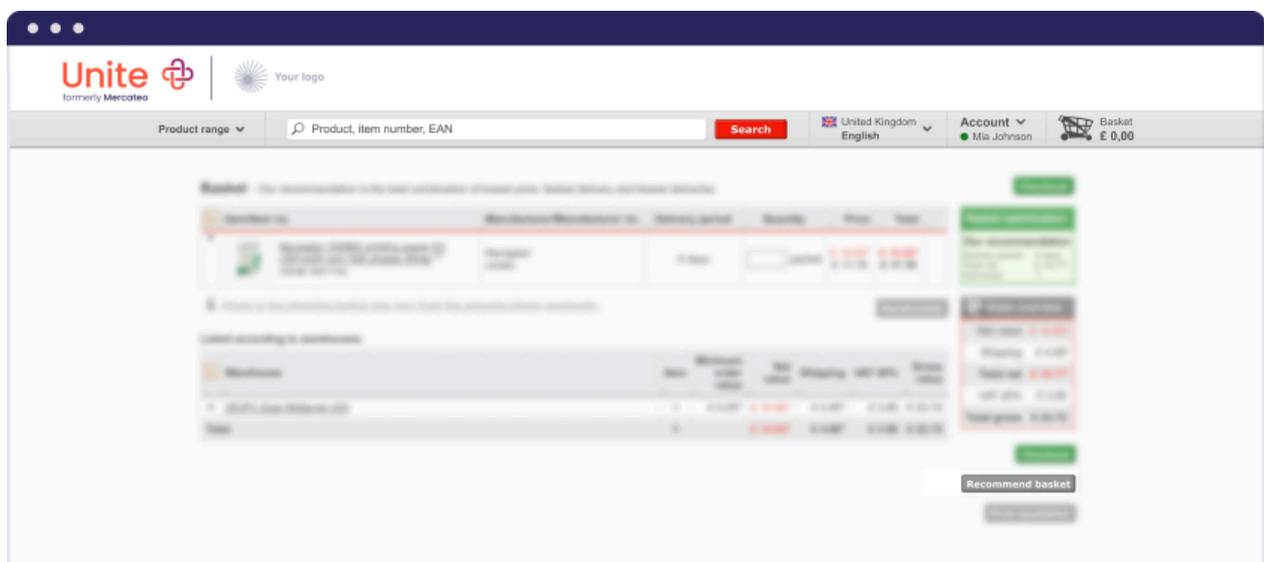
A user without an ERP licence can create and share a shopping basket with an ERP-authorised user, who cant hen start a PunchOut session, retrieve the basket using its ID, and complete the order.

With this solution, the purchasing process in your company remains streamlined, with end users without ERP access enjoying the same experience on Unite as users with licences.

How the basket-to-ERP solution works for users with and without ERP access

During the onboarding process, Unite will create an individualised URL to share internally with non-ERP users. These users can then click on the link and start creating a shopping basket on Unite. Once the non-ERP user has added all their items to the basket, they can go to the basket and then click on the 'Recommend basket' button.

Need help with searching for products on Unite? Go to our how to search on Unite support page.
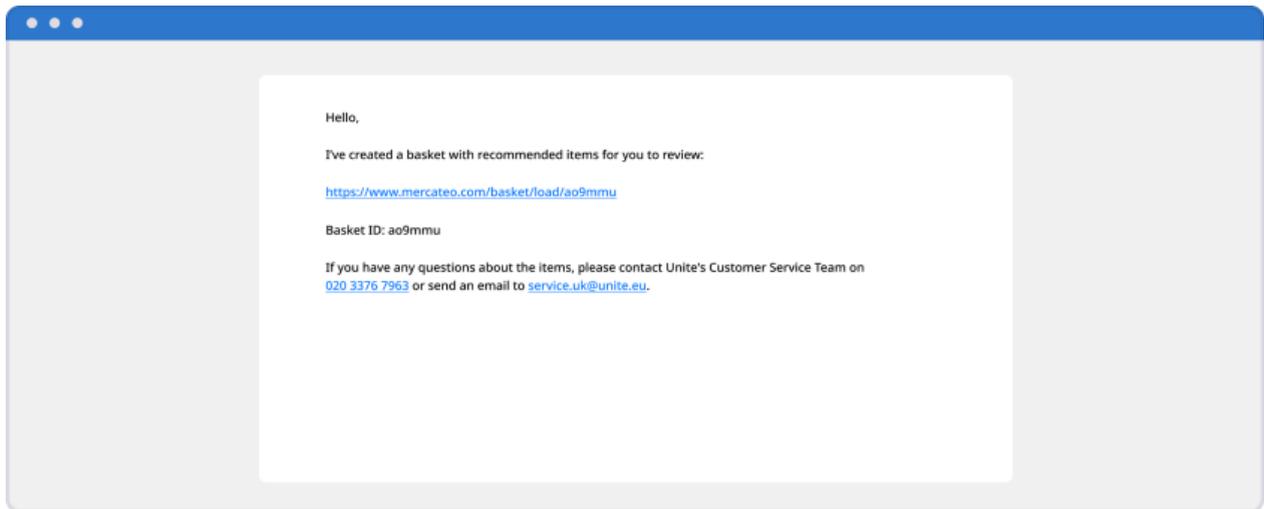

An overview of the selected items is displayed on the next page, including the unique basket ID. To proceed, the user clicks on 'Send'.
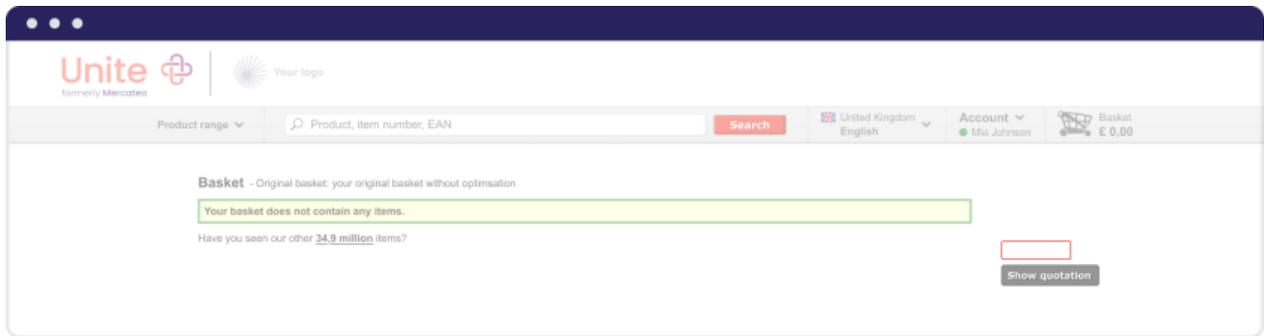

An email window will pop up, which will be pre-filled with a link to the selected items as well as the basket ID. The user then needs to enter the email address of the authorised ERP user (licence holder) and send the email.
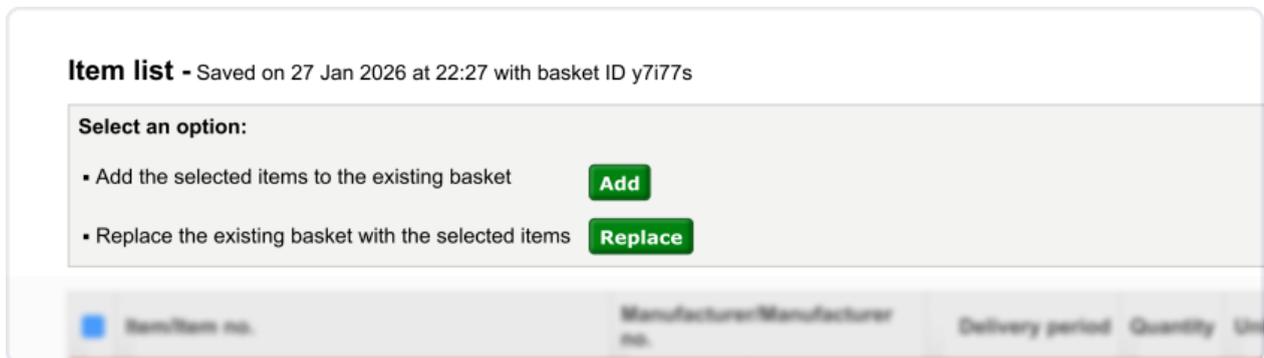
The authorised ERP user will receive an email with the shopping basket request, including the unique basket ID.

Hello,

I've created a basket with recommended items for you to review:

https://www.mercateo.com/basket/load/ao9mmu

Basket ID: ao9mmu

If you have any questions about the items, please contact Unite's Customer Service Team on
020 3376 7963 or send an email to service.uk@unite.eu.

The user can start a PunchOut session through the ERP system, jump to Unite, navigate to the shopping basket area, and paste the basket ID in the relevant field.

The user can then select 'Show quotation' and click 'Add' to import the items from the shared shopping basket to their own basket.

When the user is done, they can click on 'Transfer shopping cart' to transfer the basket back to the ERP system and to complete the approval and ordering process.

Unite
formerly Mercateo | Your logo

Product range ▾ | Product, item number, EAN | Search | Germany English ▾ | Account ▾ ● Alex Green | Basket € 10,69

Basket - Our recommendation is the best combination of lowest price, fastest delivery and fewest deliveries

Transfer basket

	Item/Item no.	Manufacturer/Manufacturer no.	Delivery period	Quantity	Price	Total
1	NAVIGATOR Kopierpapier UNIVERSAL, DIN A4, 80 g/m², Pack: 500 Blatt, weiß 52NSZ-33563-00	Navigator 8247A80S	2 days Stock level 13961	1 packet	€ 8,98* € 10,69	€ 8,98* € 10,69

Basket optimisation ℹ
● **Our recommendation**
Delivery period: 2 days
Total net: € 8,98*
Deliveries: 1

Listed according to warehouses

	Warehouse	Item	Minimum order value	Product costs share	Shipping costs share	Net value	VAT 19%	Gross value
1	Lager 52NSZ	1	€ 0,00*	€ 4,03*	€ 4,95*	€ 8,98*	€ 1,71	€ 10,69
	Total	1		€ 4,03*	€ 4,95*	€ 8,98*	€ 1,71	€ 10,69

Order overview
Net value € 8,98*
Shipping € 0,00*
Total net € 8,98*
VAT 19% € 1,71
Total gross € 10,69

For more information about ordering on Unite via PunchOut, go to our setting up PunchOut support page.