

Procurement Pack (Snapshot)

Buyer-forwardable snapshot for invoice/PO procurement and vendor onboarding. Public routing is non-confidential; sensitive artifacts are exchanged only after scope confirmation and a secure channel agreement.

Request ID (RID)

RID: _____ (include in email subject lines, PO comments, and internal forwarding). **RID required for processing.**

Procurement flow (typical)

- Select the offer:** choose a package (recommended) or start with QuickScan for a fast decision-ready output.
- Trigger invoice / PO onboarding:** use the procurement lane or email procurement@noetfield.com with the RID.
- Kickoff:** email-first by default; secure sharing options are established after kickoff when required by policy.

Offer catalogue (high-level)

Offer	Typical duration	Primary outcome
Copilot QuickScan	5 business days	Rapid readiness snapshot
Copilot Readiness (Starter / Standard / Extended)	2 / 4 / 6 weeks	Procurement-ready adoption decision
Trust Brief	6 weeks	Governance diagnostic + decision options
Trust Ledger (Retainer)	Ongoing	Continuous governance traceability
Playbook Pro (License)	License	Governance templates

Core artifacts (examples)

- QuickScan:** evidence snapshot • exposure map • control options • board summary
- Readiness:** board memo • MAP • controls map • evidence index
- Trust Brief:** use-case map • risks / controls / proofs • evidence index • board memo
- Trust Ledger:** ledger entries • change log • evidence pointers • decision cadence

Full scope, deliverables and pricing are defined in the executed SOW (and associated schedules, if any).

How to buy (invoice / PO)

Route: www.noetfield.com/gate/procurement/ (preferred) or email procurement@noetfield.com with the RID.

Invoice terms: Net 30 standard; Net 45/60 available per buyer policy.

Currency & taxes: CAD by default; GST/HST extra as applicable.

PO purchasing: SOW-led delivery; PO is referenced in the invoice and/or SOW where required.

Contracting stack: SOW (always). DPA available if applicable. NDA optional. Buyer MSA supported when required.

Data handling & access model

Public intake is routing-only: no secrets, credentials, private keys, or regulated personal data in public forms.

Least-privilege & read-only by default: access is scoped, revocable, and aligned to deliverables; exports/read-only access by default.

Secure sharing: sensitive artifacts move only after scope confirmation and secure channel agreement.

Security & privacy materials: Security/Privacy Summary and DPA available upon request for vendor risk intake.

Vendor details

Field	Value
Legal entity	Noetfield Systems Inc.
Jurisdiction	British Columbia, Canada
Registered address	Provided on invoice or during onboarding
Website	www.noetfield.com
Tax/GST/HST number	Provided during vendor onboarding
Primary procurement email	procurement@noetfield.com

Commercials

Currency: CAD. **Taxes:** GST/HST extra as applicable. **Net terms:** Net 30 standard (Net 45/60 available per buyer policy). **Payment:** EFT/ACH preferred (details on invoice). **Quote validity:** 30 days unless stated otherwise. **Travel & expenses:** excluded unless specified in the SOW.

Delivery & acceptance

- Delivery:** PDF deliverables and optional online link.
- Acceptance window:** 5 business days from delivery unless otherwise stated in the SOW.
- Change control:** any changes to scope/deliverables require a written change order signed by both parties.
- Out-of-scope:** implementation and handling of regulated personal data unless explicitly included in the SOW.

Procurement checklist

- Request ID (RID) provided and included in subject line.
- Selected offer and scope confirmed (package/duration).
- Invoice / PO route chosen; payment details and currency confirmed.
- Security & privacy materials requested if needed.

Support contacts

Function	Email
Procurement	procurement@noetfield.com
Billing	billing@noetfield.com
Support	support@noetfield.com

Quick links

- Procurement lane: www.noetfield.com/gate/procurement/
- Vendor overview: www.noetfield.com/vendor/
- Status (use RID): www.noetfield.com/status/

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