e-PS = e-Procurement System
PO = Purchase Order

Req No.	Functional Requirement Statement	Must have or Nice to have
FR01a	The e-PS shall allow *authorized buyers* to *create a new vendor*. Each vendor has a unique vendor identification number, vendor name (this is a company name), corporate address (street, city, zip code, country) where the purchase order is sent, contact person (first name and last name), phone number and email address of the contact person.	MUST HAVE
FR01b	The e-PS shall allow *authorized buyers* to *update an existing vendor*.	MUST HAVE
FR02a	The e-PS shall allow *authorized buyers* to *create a new PO* to buy one or more items from a preferred vendor. Each item contains a unique item number, description, minimum order quantity, purchase price, effective date, and preferred vendor.	MUST HAVE
FR02b	The e-PS shall allow *authorized buyers* to *update an existing PO*.	MUST HAVE
FR03a	The e-PS shall allow an *authorized buyer* to *create a new item* in the item master. Each item contains a unique item number, description, minimum order quantity, purchase price, effective date, and preferred vendor.	MUST HAVE
FR03b	The e-PS shall allow *authorized buyers* to *update an existing item*.	MUST HAVE
FR04	The e-PS shall allow *authorized buyers* to *submit a PO* with total amount greater or equal to $1,000.00 to a manager for approval.	MUST HAVE
FR05	The e-PS shall allow *authorized buyers* to *approve a PO* with total amount less than $1000.00.	MUST HAVE
FR06	The e-PS shall allow *authorized buyers* to *generate a periodic inventory report*. The buyers must be able to specify a date range (such as from March 1, 2017 to March 31, 2017) and sort order such as sort by item number, by vendor, or by quantity on hand (low to high, or high to low).	MUST HAVE
FR07	The e-PS shall allow *the COO* to *create an approver account* for authorized buyers and managers and set their purchasing limit for PO approval. The buyers and managers then use their account to log into the purchasing system.	MUST HAVE

FR08	The e-PS shall allow *authorized buyer and manager* to *approve a PO*. A buyer is authorized to approve a purchase order with an amount less than $1,000.00. If the total purchase order amount is $1,000.00 or more, only authorized manager may approve. After approved, the system must update the PO status to "Approved," record the approver's name, and date and time of approval. The system must also notify the buyer via email.	MUST HAVE
FR09	The *e-PS shall allow the COO and procurement managers* to *generate a procurement activity report* to help him monitors purchasing activities and to assist him with cash flow analysis.	MUST HAVE
FR10	The e-PS shall allow *authorized buyers* to *update a previously created PO* that has not been approved.	MUST HAVE
FR11	The e-PS shall allow *authorized buyer* to *submit a PO for approval*.	MUST HAVE
FR12	The e-PS shall allow *authorized buyer* to *submit one or more "approved" POs to associated vendors*. After the submission, the system must notify the buyers (via email) that the orders have been submitted. In addition, the AP and IM systems must be notified of the submitted purchase orders.	MUST HAVE
Non-Functional Requirements		
NFR01	The e-PS must be *secured*.	MUST HAVE
NFR02	The e-PS must allow only *authorized access* to employees only.	MUST HAVE
NFR03	The e-PS must be able to *interface* to the Inventory Management (IM) System, Warehouse System and Accounts Payable (AP) System.	MUST HAVE
NFR04	The e-PS must be *available* for access 24 hours per day, seven days per week.	MUST HAVE