What is acQuire?
Queen’s University is implementing a new e-Procurement system, acQuire, over the next couple of months that will modernize the current manual, paper-based procurement and payment processes. acQuire will offer staff and faculty an integrated marketplace for all procurement activities, including automating payment processes.

What are the major benefits of acQuire?:

- Single Sign-On -> Eliminating the need for multiple usernames and passwords for different supplier website logins
- Allowing shoppers to place orders to multiple suppliers from one cart, but only having to check out once
- Making it easier for shoppers to find, compare and make their selection of products from suppliers
- Reducing the wait time between placing an order and having it filled by the supplier
- Fast, electronic communication with suppliers
- Effective reporting capabilities that will help Queen’s identify potential savings
- Better visibility into both procurement and payment processes

How will the acQuire system be rolled out at Queen’s?
The rollout of acQuire to all faculties and business units will start in late May 2017 and will continue throughout the summer.
The acQuire Project Team is currently working with all Business Officers to finalize the rollout process for each unit here at Queen’s. Meetings with departmental administrators to detail the rollout process will be taking place throughout May and June, during which we will work with your department’s administrator to coordinate the timing of the rollout and training for each department.

When will you be able to start using acQuire?
Throughout May and June the Project Team will be working with your department’s administrator to discuss the timing of the rollout and training.

How do you register for acQuire training?
We will be working with your department’s administrator to schedule acQuire training. General training sessions will be scheduled in June, July and August. The training schedule will be posted here before May 31. If you would like to be notified when the schedule has been posted or if you have any questions, please email acquire@queensu.ca.