

CTOMETRY · FREE TOOL

SaaS & Vendor Rationalisation Workbook

Find the overlap, price the drag, and build a defensible consolidation list before the next renewal cycle.

1. Vendor inventory (input)

Vendor	£ annual · seats · utilisation %

2. Overlap matrix — common categories

Category	Typical overlaps
Collaboration & docs	M365, Google Workspace, Notion, Confluence
Comms	Teams, Slack, Zoom, Google Meet
Project delivery	Jira, Asana, Monday, ClickUp, Linear
Design	Figma, Adobe CC, Miro, Lucid
Data / BI	Power BI, Tableau, Looker, Metabase
Security	Multiple EDRs, SIEMs, MFA layers

3. Rationalisation shortlist

Vendor to retire	£ saved · effort · risk

4. Decision principles

- Kill duplicates before negotiating discounts.
- Utilisation under 40% is a signal, not a rounding error.
- The MSP does not decide which SaaS tools you consolidate. You do.

When this workbook surfaces something worth acting on, book a Diagnostic Call at ctometry.co.uk.