Company	Acc Pro (Singapore) Pte. Ltd.
Digital Solution Name & Version Number[1]	Intuit Quickbooks Online Full Transformation Packages - For Small Business - With Customised Training
Appointment Period	14 July 2022 to 13 July 2023
Extended Appointment Period[2]	14 July 2023 to 13 July 2024

Standard Packaged Solution (ie. Minimum items to be purchased)

Cost Item	Unit Cost ($)	Unit	Quantity	Subtotal ($)	Qualifying Cost * ($)
1) Software Quickbooks Online Plus subscription for unlimited users per Company for one year. Modules include: e-Sales Quotations, e-Invoices, e-Delivery Orders, Goods and Services tax (GST), e-Purchase orders, e-Payment vouchers, Multiple Currencies, Integrated Inventory, Projects and Locations, Bank Feeds, Receipt snaps and 65 Customised Reports		Per Annum	1.00		
Registration of InvoiceNow and linkage to Quickbooks online		per company	1.00		
2) Hardware Not Applicable					
3) Professional Services Understanding of business processes and to perform gap analysis to customise Quickbooks Online to client's needs. This involves: To understand and go through the current sales and receipts processes and perform gap analysis To understand and go through the current purchases and payment processes and perform gap analysis To understand and go through the current month-end and year end adjustment processes and perform gap analysis To understand and go through inventory management processes and perform gap analysis		per manday	2.00		
Implementation of Quickbooks Online. Includes: - Kick off meeting and proposed project timeline - Setting up of company profile - Setting up of taxes (GST) function - Setting up of Master data for customers, suppliers, inventory and Chart of Accounts - Setup of mobile application for users - User Acceptance Test (UAT)		per manday	2.00		
Customise sales and expenses forms (Up to 2) to customer's requirements		per manday	0.50		
Migration of figures to Quickbooks Online. Includes: - Migration of opening balances of balance sheet (incl. Accounts Receivable, Accounts Payable and inventory) - Migration of current year transactions and/or previous year transactions (Up to 2,000 line items)		per manday	7.00		
Customise management reports and recurring transactions to the client's requirements		per manday	1.00		
4) Training Basic Customised Training of QBO - administration, accounting management - sales and purchases - inventory management - Chart of Accounts - How to connect to the bank, and using bank feeds to perform bank reconciliation (8 Hours Per Session)		per manday	1.00		

Advance Customised Training of QBO - Customization the sales quotation, and invoices - Set up Budget and Forecasts in QBO - Manage Classes and Locations in QBO - Project module management - Customization of reports in QBO, and set schedules to send out the customised reports - Management of user rights on QBO - Practical pitfalls in the usage of QBO - Best book-keeping practices in line with digitalization of sales and accounting processes - Use of data extraction tools to further automate the productivity of book-keeping (8 Hours Per Session)		per manday	1.00		
5) Others Not Applicable					
			Total	$ 9,264.00	$ 9,264.00

[1] A higher upgrade of the software version is acceptable, for example solution version 3.x allow anything from 3.0 to 3.99999

[2] As specified in the Letter of Appointment, IMDA may exercise the option to extend the Appointment Duration for an additional one-year ("Extended Appointment Period")

* Qualifying cost refers to the supportable cost to be co-funded under the grant