

Company	ROYAL MANAGEMENT SERVICES (S) PTE LTD
Digital Solution Name & Version Number¹	Royal Management Services XERO ACCOUNTING - Subscription+Setup+Training+Migration
Appointment Period	30 December 2021 to 29 December 2022
Extended Appointment Period²	30 December 2022 to 29 December 2023

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

Cost Item	Unit Cost (\$)	Unit	Quantity	Subtotal (\$)	Qualifying Cost * (\$)
1) Software Xero Cloud Accounting Software subscription – Premium package for 1 year Modules include: - Peppol ready for e-invoicing - Sales - Purchases - Products and services - Banking & Bank Feed - Fixed Assets Register		Per Year	1.00		
2) Hardware Not Applicable					
3) Professional Services - Xero implementation comprehensive setup - Setup of company data and chart of accounts - Customisation of Forms e.g.:Designing quotation, tax invoice templates - Management Reports and Bank Integration - Configuration of user access level - Peppol-ready setup - Migrate data from existing accounting software to Xero (Opening balances, outstanding AR & AP)		Per Setup	1.00		
4) Training To provide Hands on Training for 2 Days (16 Hours) for 2 pax - Sales and Receipt Transaction Flows - Purchase and Payment Transaction Flows - Bank Reconciliations - Fixed Assets Register Managements - Financial Reporting Managements		Per Manday	2.00		
5) Others Not Applicable					
Total				\$ 4,128.00	\$ 4,125.00

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