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| Company | RECRUIT.COM.SG PTE. LTD. |
| Digital Solution Name & Version Number¹ | HR Shared Services by RecruitSG - For Up to 50 Employees |
| Appointment Period | 06 October 2022 to 05 October 2023 |
| Extended Appointment Period² | 06 October 2023 to 05 October 2024 |

wef. 13 June 2024

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

| Cost Item | Unit Cost (\$) | Unit | Quantity | Subtotal (\$) | Qualifying Cost* (\$) |
|---|----------------|--------------|----------|---------------------|-----------------------|
| 1) Software Software Subscription: 1 Year Bundle for 1-50 Employees Modules Included: • Employee Data Module • Attendance & Leave Module • Payroll Module • Benefits & Claims Module • Reports • Integration with Xero & QuickBooks | | Per Year | 1.00 | | |
| 2) Hardware Not Applicable | | | | | |
| 3) Professional Services (1) Needs Analysis (2) Implementation of HR Management Software • Creation of employee data & profiles • Setup of leave, payroll & benefits module (3) Monthly HR Payroll Processing & Support • Process monthly payroll for employees • Generation of itemised payslips • Prepare CPF file and submit to CPF website • Prepare monthly payroll reports • 1 pay run per month (4) Year-End Payroll Submission • Annual employee bonus payouts • 1 round of bonus payouts per year • Preparation & submission of IRAS AIS / IR8A filing | | Per Year | 1.00 | | |
| 4) Training Online Onboarding Training Session (2 hours) | | Per Setup | 1.00 | | |
| 5) Others Not Applicable | | | | | |
| | | Total | | \$ 18,000.00 | \$ 18,000.00 |

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