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## Shrey Advanced ERP

Software has been designed to manage and control for all non-major manufacturing companies.

The system offers a full compliment of features that address the specific needs of Sales, Accounting, Operations and Management, and provides a comprehensive business management solution for SME companies.

ShreyERP is an integrated multi-functional software solution, which integrates Sales Order Processing, Material Planning and Procurement, Inventory, Purchase Order Processing, Costing, Financial Accounting. This is designed and highly suitable for non-major manufacturing organization.

ShreyERP is fully integrated, yet modular, so that the user is not compelled to buy modules that he does not require and written on a state-of-art web technology with Oracle as a back end database.

All the reports of IIPS are customizable at client location.. All reports come with an option of export facility to Excel spreadsheet.

ShreyERP is Software developed by engineers and accountants with years of experience in Finance, Management, and Distribution using the latest technical support and products.

## HIGH LIGHTS

- Developed in a State of art Technology a 3-tier web based architecture.
- Support Multiple Branches
- Support unlimited User
- Full blown password & operator permission for each screen & each function within the screen
- Integrate the entire application with "Online approval" to enable "Paperless Office"
- Ability to send information & reports on e-mail.
- Ability to export the data to MS Word or MS excel
- Encrypted and secure data transmission between the branches

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- Fully parameterized the key fields to customizable by the user on their needs.
- Fully integrated, yet modular, which helps to enhance and maintain the application in a longer run.
- Extensive reporting options on each module.
- All fields are completely user-friendly with Browse or select option as much as possible
- On-line sensitive help will be provided through out the application
- Extensive user and administrator training will be provided.
- Audit trail and alert option will be provided
- Voucher Entry Control is an important feature which can be used to control the numbering of all types of vouchers, documents by defining the restart basis (ie., daily, weekly, monthly, yearly or carry forward)
- Bundled with one-year Advance Technical Support services.
- Optional Post warranty support services.

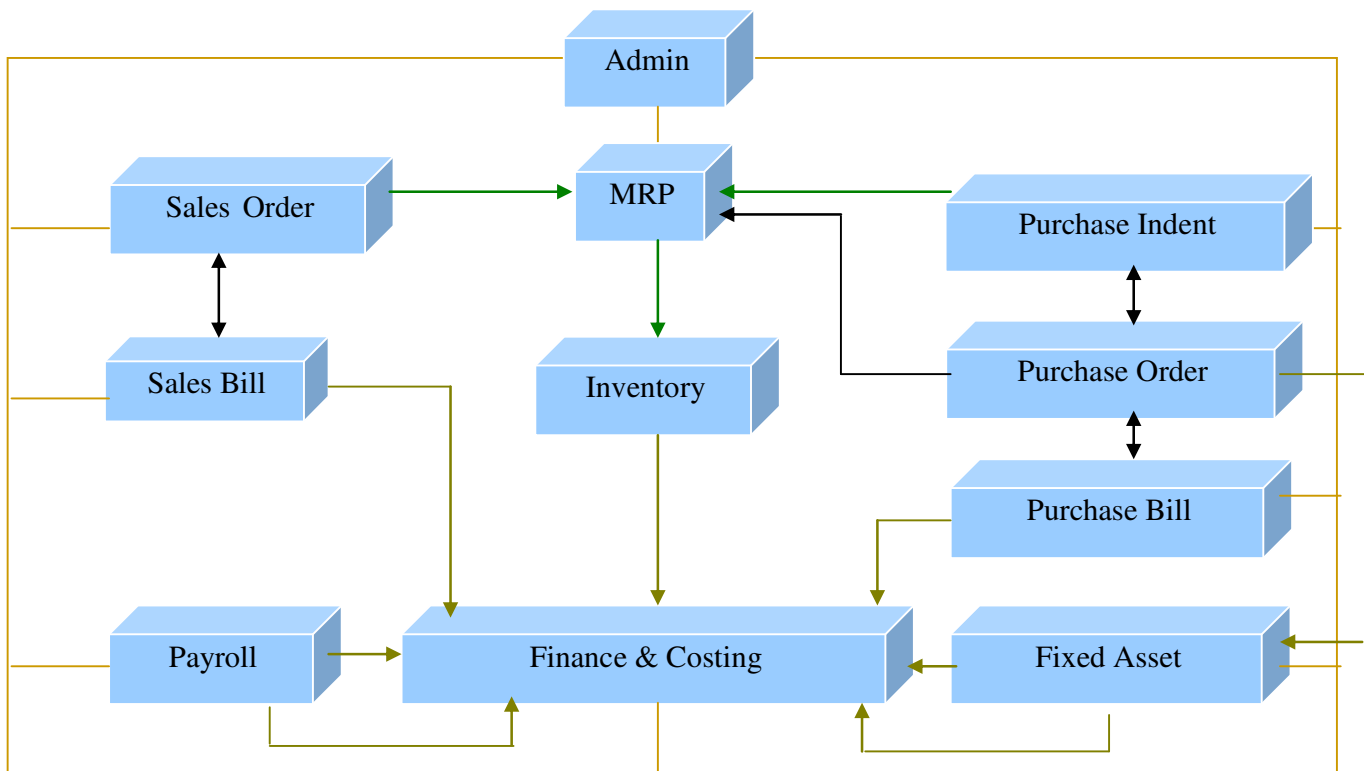
## 1. Introduction

**This ERP** is an industry specific ERP Software which handles end-to-end activities of any outdoor site/property maintenance. The objective of using this application is providing timely and speedy information. This application is modularised as follow and is integrated to each other.

1. Sales & Distribution
2. Material Management
3. Inventory
4. Fixed Asset
5. Financial Accounts (General Ledger, AR & AP)
6. Payroll
7. Administration

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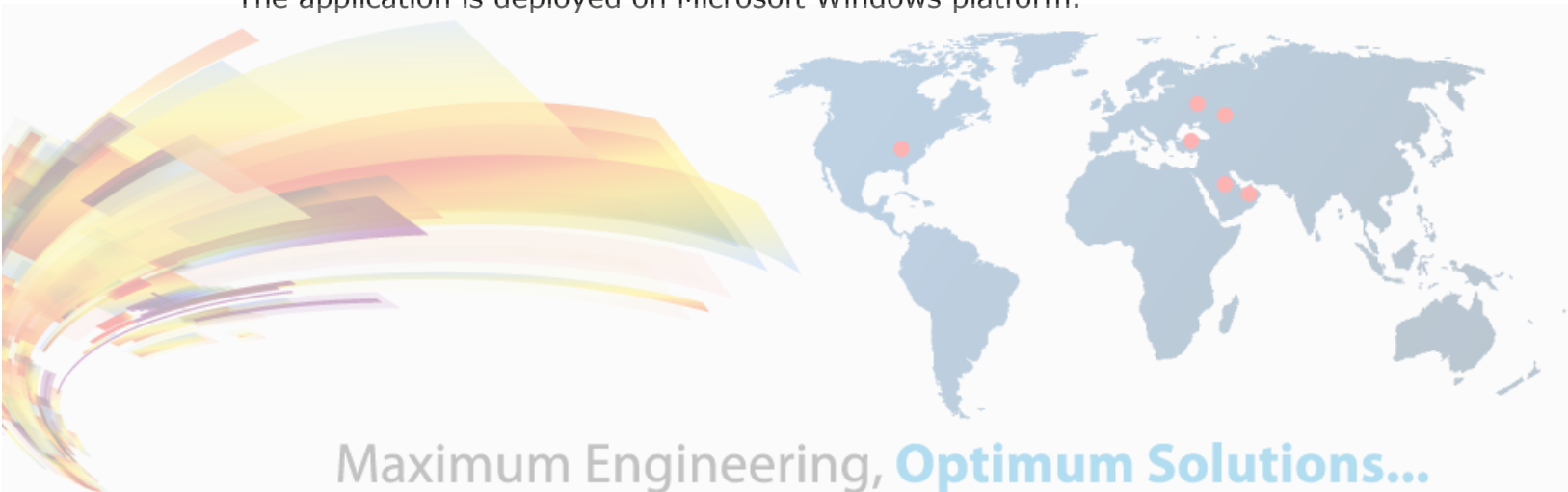
# PICTORIAL REPRESENTATION OF MODULE INTEGRATION



## 2. Environment

- Platform

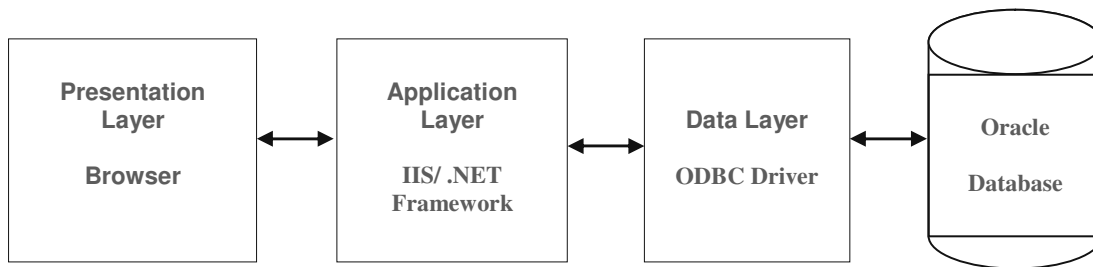
The application is deployed on Microsoft Windows platform.



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### 3. Software Architecture

The ERP software has been developed on a state-of-art-technology viz., 3-Tier architecture such as Presentation Layer, Application Layer and Data Layer. The following diagram illustrates a simplified form of reference-architecture.



- **Presentation Layer:** This is responsible for the presentation of data receiving user events and controlling the user interface. The actual business logic has been moved to an application-server.
- **Application Layer:** Business-objects that implement the business rules "live" here and are available to the client-tier. This tier protects the data from direct access by the clients.
- **Data Layer:** This tier is responsible for data storage. Besides the widespread relational database systems, existing legacy systems databases are often reused here.
- **Security Layer** Over and above, a security layer is built on the application, whereby the user authorization profile can be defined by the administrator, which enables to define authorization from module level to as deep as operation levels in a form

*It is important to note that boundaries between tiers are logical. It is quite easily possible to run all three tiers on one and the same (physical) machine. The main importance is that the system is neatly structured and that there is a well-planned definition of the software boundaries between the different tiers.*

# 1. Sales Order Processing

This module enables to login all types of orders received in an organization. As this is the base point of all transactions, system captures all minute details of an order such as Delivery schedule, Billing & Shipping Detail, Single or multiple payment details etc as follows:

## 1. Sales Order Login

1. Enable to document all the information about Order.
2. Enable to document single or multiple delivery locations
3. Ability to maintain single or multiple payment schedule
4. Ability to maintain single or multiple delivery schedule
5. Enable to maintain the complete product information with tax structure & Warranty commitments
6. Also the ability to upload any documents Scanned copy of the order etc in digital format for reference purpose.
7. Ability to support various type of orders such as Material Order, Service Orders, Open Contract or Close Contract, Rental model.
8. Also has the facility to renew or extend a contract. Fore close a contract etc.

## 2. Bill of Material

1. Ability to define various Bill material components of each product line of the order.
2. Also would able to define alternate item for the bill of material
3. Would able to capture whether the material is a inhouse, or boughout , lead time, preferred vendor
4. Ability to define Bill of resources.

## 3. Order Execution Check List

1. Standard Checklist pattern which captures all the minute information to do the verification of the order.

## **4. Invoice / Credit Note**

1. Would able to generate Sales Invoice against each order

## **5. Reports Would able to generate various MIS reports**

# **2. Material Management**

This module enables to plan the material requirements based on the Sales Order & Material Indents and enable to place Purchase Orders and Purchase Bill Accounting

## **1. Purchase Indent**

2. Enable to define multiple type of Indent

## **2. MRP Generation – Based on the Sales Order & Material Indent ability to generate Material requirement & Plan the date of requirements**

## **3. Purchase Order**

1. Ability to support various type of orders such as Material Order, Service Orders, Open Contract or Close Contract, Rental model.
2. Enable to document single or multiple delivery locations
3. Ability to maintain single or multiple payment schedule
4. Ability to maintain single or multiple delivery schedule
5. Enable to maintain the complete product information with tax structure & Warranty commitments
6. Also has the facility to renew or extend a contract. Fore close a contract etc.

## **4. Purchase Bill Accounting / Debit Note**

1. Would able to account Purchase Bill & Debit Notes against Purchase bills.

## **5. Reports - Would able to generate various MIS reports**

## 3. Inventory

This module enables to keep track of all issue and receipt of materials. These transactions are classified as Returnable goods or Non Returnable. In all transactions corresponding parent document will get updated. System provides the ability to maintain the stock in Weighted Average/ Historical/FIFO or LIFO model. Also it has the provision to maintain the stock on Batch No. wise or without Batch Nos.

- 1 Product Master**      **Group** To Define various categories of Product. Under each group it can be further classified into Product Type & Models.
- 2 Brand Master**      To Define various brands under each category
- 3 Product Code**      To define product code for each product, ROL, ROQ as well as define the corresponding GL account details so that the posting will happens automatically viz., Sale account, Purchase account, Sales Discount account, Purchase variance account, Stock account
- 4. Purchase Indent**      Ability to raise Purchase Indent against order or based on the re-order level in the stock.
- 5. Warehouse**      Enable to maintain multiple warehouse and stock will be me maintained individually on each warehouse.
- 6. Material Receipt Note**      Enable to receive material against P.O. from vendors  
Enable to receive balance materials after consumption from contractor.
- 7. Material Issue Note**      Generate Delivery Challan against Sales Order or Job work Order  
Enable to issue materials to Sub contractor  
Enable to raise Purchase return
- 8. Stock Adjustment Note**      Provision to pass Adj + / Adj - stock entry.
- 9. Stock Allocation**      Ability to allocate a particular amount of stock against Sales Order or against Material Indent. During the time of delivery, it enable to set off the allocation.



## 10 Reports

System enables to generate various reports on various categories as follows:

1. Material Receipt Register (order wise/ Job work wise)
2. Material Issue Register (order wise/ Job work wise)
3. Stock Register
4. Stock Statement
5. Consumption statement location wise
6. Ability to create a reorder advice based on minimum reorder level.
7. Physical Inventory Variance

and any other reports within the scope of the system.

## 11 Bill of Materials

- Ability to define multiple level of BOM for item and define different materials required in different process.
- Support Assemble to Order, Ship to Order Products, Optional products
- View product structure assemblies, sub assemblies, components and raw materials in tree form.
- Material cost for the end product/assembly and sub assembly
- Material cost for the item in different periods
- Option to run BOM program for each end product with primary & alternate BOM.

## 12 Material Requirement Planning

- System would able to generate material requirement plan based on Forecast/Sales Order/Internal Requisition for the finished product/Assemblies & Sub-assemblies and components

## 4. FIXED ASSET

- **Setup Fixed Assets**

Enable to define various Fixed Asset Types and map it the corresponding GL. Account.

- **Asset Depreciation (Company Law / Income Tax**

User defined Depreciation Percentage as per the Company Law and Income Tax

Enable to define Straight line method or WDV

- **Asset Transaction**

1. Enable to define Asset with unique ID on each asset purchase and maintain branch wise & location wise
2. Ability to calculate Straight Line Method or Written down Value method
3. Also keep track of increase and decrease in the value of various fixed assets as a result of Selling or Scrapping of Assets.
4. Ability to provide accumulated Depreciation values.
5. Ability to maintain Insurance details, Warranty & Maintenance details
6. Splitting of an asset into one or more multiple component, but still maintain the history
7. Transfer of assets from one entity to another entity

- **Fully integrated with the Financial Accounting System**

Asset Register

Full-blown depreciation Statement



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## 5. Financial Accounts (General Ledger, AR & AP)

Shrey Financials comprises of five sub modules viz., General Ledger, Accounts Receivable, Accounts Payable, Budget & Fixed Asset as add on module. The entire application is governed by a secured full blown password & operator permission functionalities

### GENERAL LEDGER

- **Accounting Period**

Multiple user definable accounting periods

- **Multi Divisions**

Enable to define multiple divisions in order to account the expenses on division basis and ability to generate P&L on each division.

- **Multiple Branches**

Enable to define multiple branches and able to consolidate by defining one branch as Primary Entity.

- **Transaction Type**

Ability to define any number of transaction / Day books

- **Chart of Accounts**

Flexible Account Codes – Can operate under Codeless environment. Facility to group them for ledger and reporting purposes

- **Sub Account & Sub A./c Category**

For any of the voluminous GL account, Sub-Account can be defined and specify the range of valid GL accounts for the Sub-Account

- **Cost Center & Cost Center Unit**

Ability to define any number of Cost centers specify the valid GL Account and Sub Account for the Cost Center.

- **Project / Contracts**

Enable to define Project and account expenses on project wise.

- **Voucher Entry Control**

This is a feature used to control the numbering of all types of vouchers by defining the restart basis (i.e. Daily, weekly, monthly and yearly or carry forward). Also able to defined Maximum amount allowed for a voucher.

- **General Ledger Transaction.**

Ability to do Cash, Bank, Contra Voucher, Journal, Credit Note, Debit Note transactions on any number of books on each category. Enable to account the transaction on the hierarchy of Account, Sub-account, and Cost Center & Project on each transaction.

- **Inter Branch Contra Entry**

Any Contra entry happens between branches, by accounting the payment transaction; the system generates corresponding entry in the respective branch.

- **TDS remittance Transaction**

Provision to map the references of the bill towards the TDS deduction, which enables to generate TDS reports.

- **Bank Reconciliation**

Provision to either enter the bank statement or import bank statement from any standard format to do BRS

## ACCOUNTS RECEIVABLE

- **Sales Bill Accounting**

Ability to maintain any number of Sales transactions

Provision for both on-line or approval based posting to General Ledger

Flexible and user definable Sales Tax structures & Service Tax structures.

Provision to account service tax, Sales Tax in a same bill.

Ability to account on project wise

Ability to capture other additions and deductions

Ability to define discount on line item wise

- **Sales Return / Credit Note**

Enable to maintain any number of Sales Return transactions corresponding to Sales.

Provision for both on-line or approval based posting to General Ledger

- **Receipt Voucher**

Ability to account receipt against bills also to to account TDS deduction in the receipt voucher itself

Enable to account advance payments and reverse against Invoices

Enable to account post dated cheques

Enable to pass journal between Invoice vs Credit Note

# ACCOUNTS PAYABLE

- **Purchase Bill Accounting**

Ability to maintain any number of Purchase transactions

Provision for both on-line or approval based posting to General ledger

Flexible and user definable Sales Tax structures & Service Tax structures.

Provision to account bill with both service tax, Sales Tax in a same bill.

Ability to account on project wise

Ability to capture other additions and deductions

Ability to account TDS either at the time of accounting the purchase bills or at the time of making the payment.

- **Purchase Return / Debit Note**

Enable to maintain any number of Purchase Return transactions corresponding to Purchase.

Provision for both on-line or approval based posting to General Ledger.

- **Payment Voucher**

Ability to account payment against bills also to to account TDS deduction in the receipt voucher itself.

Enable to account advance payments and reverse against purchase bills.

Enable to account post dated cheques.

Enable to pass journal between Purchase bills vs Debit Note.

# BUDGET

- **Budget Definition**

Enable to define multiple budgets based on various approach. However only on the primary budget wise accounting validation happens.

Also the budget can be define on various levels i.e., either on a yearly basis or on period wise or even can be defined on a micro level up Account, Sub-account, Branch, Division, Cost Center & to the extent of Project.

Provision to deny or allow a transaction with an alert message it the amount exceeds the primary budget.

Generate various Budget Variance report based on the selection of the budget.

## **Reporting module has been further classified into Standard Reports, Statuary Reports & MIS Report.**

- Day books
- Ledger
- Sub-Account Ledger
- Cost center wise expenses statement
- Project wise expenses statement
- Trial Balance
- Sub A/c Trial Balance
- P&L and Balance Sheet
- Bank Reconciliation statement
- Budget variance Statement
- Customer wise Outstanding Bills
- Aging Report
- Sales register on various categories
- Statement of Open Advance Receipts
- Customer wise Outstanding Bills
- VAT Reports
- TDS Reports
- Service Tax deduction Reports
- Aging Report
- Purchase register on various categories
- Statement of Open Advance Payments
- Statement of un-applied Transactions
- And many more reports, over and above any specific reports can be customized with in the scope of the system

## **6. HR & Payroll**

Payroll Package has the flexibility and diversity to cater to the most complex and unique payroll requirements across organizations and industries. This versatile, user friendly, package, offers user defined Earning / Deduction / Loan Heads & Calculation Formulae / User defined Leave Rules etc. The package generates all the outputs & statutory reports required by a payroll application. Every report gives the user a choice of sort order, selection of Branch, Department, Grade etc. and other parameters to generate output as per requirement

## Key Features

- Ability to define the basic parameter specific to an organization like weekly holidays, financial year start & End etc.
- Enable to define the company information
- Provision to define multiple branches
- Enable to categorize various department
- To define standard earnings like Basic, DA, HRA, CCA etc.
- To define standard and non-standard deduction with the indication of whether PF, IT includes or not.
- To define standard and non-standard earnings with the indication of whether PF, IT includes or not.
- Able to define various type of Shift and parameters related to the shifts
- Able to define Standard Holiday
- To define various types of Leave, eligibility for the leave, attributes like can be accumulated, include holidays etc.
- To define various types of scales prevailing in an organization
- To define various types of Loans available in an organization
- Provision to define employee company detail and personal information, Skill set etc.
- Ability to define & maintain one or more loan to an employee
- To define various leave eligibility to an employee
- Process the Payroll based on the inputs
- Give audit report if any inconsistency in the data
- Month closing enables to close the present month transaction and moves to History transaction and make ready to process the current month transaction.
- Year End Process enables to close for the present year and carry forward the master details for the subsequent year.
- Enable to transfer an employee from one branch to other branch. In the case of termination/retirement, generates the settlement details as per the company norms.
- Enable to enter leave or permission slip of employees
- Provision for Leave encashment
- To mark the attendance on holidays which enables to avail compensation leave.
- Enable to account partial or full foreclosure of loan amount

- To define non-standard Earnings or Deduction specific to the month/employees
- Enable to do IT work sheet for IT planning
- Provision to define Monthly IT deduction plan
- Provision to generate Tax work sheet & Form 16/ Form 16 A
- Provision to do Gratuity calculation
- Provision to maintain Transfer/ Promotion
- Provision to maintain Resignation / Termination
- Reports can be generated either to the specific month or between any of the periods of the processed data from the History files.
  - Pay slip
  - Attendance Report
  - Salary Register
  - Other Earnings Register
  - Other Deduction Register
  - Loan Deduction Statement
  - Loan Balance Statement
  - Leave Register
  - ESI Statement & Statutory Reports
  - PF Statement & Statutory Reports
  - Insurance Statement
  - Bank Advice
  - Bonus
  - Yearly PF & ESI Returns
  - Professional Tax Report
  - Provision to generate various HR Reports such as:
    - Employee promotions
    - Employee increments
    - Left employees MIS
    - Joined employees MIS
    - Probation period reporting
    - Final settlements not done cases
    - Experience status reporting





- Disciplinary actions reporting
- Service record of an employee from the date of joining to till date, information regarding increments, promotions, transfers, etc
- Provision to maintain the template of letters that can be printed are:

## **7. Administration & Control**

This is an important module, which does the job of administration of the entire application. Following are the various features available in this module.

### **ADMINISTRATON**

**Role creation** In an organization there are people working in a different type of roles like Clerks, Officers, and Managers etc. Application usage of these people more or less similar in nature. Hence the authorization is communalized and forms a set of Groups. By doing this we assigning to any employee instead of assigning the entire authorization, by defining the role and do minimal addition or omissions.

**User Creation** User who has administrative rights can create a user. At the time of creation, they define a default password. The respective user should change the password through 'Change Password' Form.

**User Authorization** To define authorization power to various forms, reports & approvals on Role based or user based.

**Change Password** Ability to change the password by the user

### **CONTROL**

**Calendar Definition** System enables to define their business calendar, so that reports and operation closing can happen based on the calendar defined.

### **Module Closing**

Ability to close the modules on basis of calendar defined. so that the system prevents from doing transaction in that period of the currency year

### **Year Closing**

To close the year and move the balances for the subsequent year, so that the system prevents from doing transaction in that currency year

### **Tax Definitions**

To define various types of Taxes such as VAT, Service Taxes, TDS, Exercise Duty this is common to an organization.

## **Work Flow Management**

Over and above the modules mentioned above, the system has been configured with an rule based workflow, where by the system automates the process and approvals. More detail as follows:

### **What is Workflow?**

Workflow is automation of procedures where documents, information or tasks are passed between participants according to a defined set of rules to achieve, or contribute to, an overall business goal. Whilst workflow may be manually organized, in practice most workflow is normally organized within the context of an IT system to provide computerized support for the procedural automation and it is to this area that the work of the Coalition is directed.

***In a nutshell Workflow Management is "The computerized facilitation or automation of a business process, in whole or part".***

Workflow Management Module is a separate layer will be embedded on the application, which enables to define policies and procedures. This module establishes the communication between the departments. That is, it predominantly used in inter-department communication, Task assigning, approvals, Feedback mechanism, Knowledge base material Sharing, document movements etc.

(for eg., an enquiry is received to submit a quotation, in a workflow environment:

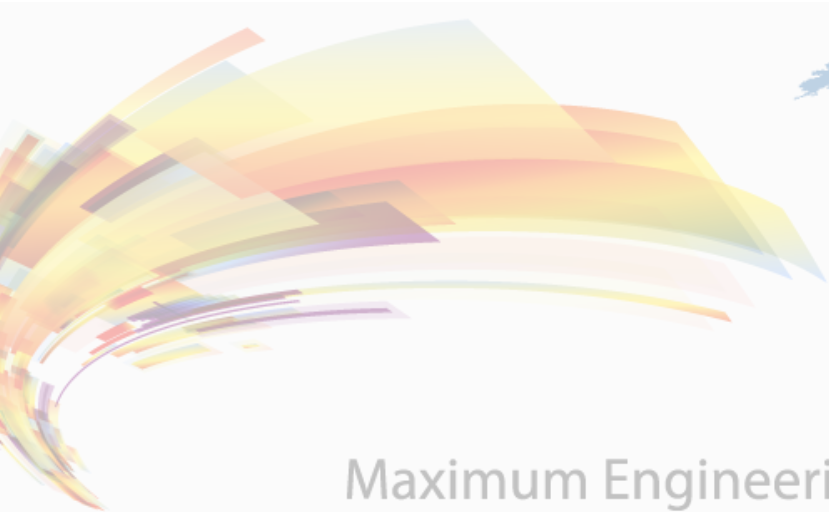
1. The Sales team logs enquiry and forwarded to Design Department with a notification
2. The Design department prepares the design, BOM, Process Plan and forwarded to Materials and production department for the inputs of material cost & lead-time and Production cost & lead-time respectively.
3. Material department prepares the material cost and forwarded to Marketing

4. Similarly Production department prepares the production and lead-time and forwarded to Marketing
5. Marketing department consolidates the details and prepares the quotation and sends to the Prospect/Customer.

Likewise the entire process can be defined and automated with electronic document movements. Similarly this can be extended to all modules and to any extent based on the organization's comforts & facility.

### **Critical Objective in Work Flow Management requirement**

- Work doesn't get misplaced or stalled — expeditors are rarely required to recover from errors or mismanagement of the work.
- The managers can focus on staff and business issues, such as individual performance, optimal procedures, and special cases, rather than the routine assignment of tasks. The physical person is not required to deliver and track the work status
- The procedures are formally documented and followed exactly, ensuring that the work is performed in the way planned by management, meeting all business and regulatory requirements.
- The best person (or machine) is assigned to do each case, and the most important cases are assigned first. Users don't waste time choosing which item to work on, perhaps procrastinating on important but difficult cases.
- Parallel processing, where two or more tasks are performed concurrently, is far more practical than in a traditional, manual workflow.
- Checklist verification for every task and every stage, with feedback mechanism for the request of document also automatic update of receipt of documents.
- Maintenance and share the knowledge base materials across all departments
- Ability to retrieve the history of details for ready reference.
- Automatic reminders in advance which facilitate for better management of work.
- Over and above by implementing this will achieve the *paper movements between the departments for approval and concurrence will be minimal.*



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