Sample Company

ADD-ON RESEARCH

FINDINGS

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Section 1 - Current Set-up

You are currently using XXXX for your stock, sales orders and invoices, purchase ordering and invoices and all other financial records.

With XXXX, you are having to double enter sales into the system. These are first dealt with in XXXX and then you are having to enter into XXXX manually. This is causing a lot of admin work which is time consuming.

Reconciling the banks can also be time consuming due to the number of banks and transactions. This is a very manual process.

XXXX are discontinuing their support of the Manufacturing module from 2022.

You want to be able to have an inventory system which controls your stock, allowing for the different lead times you have for the different components. This system must be able to cope with the combinations of Bills of Materials you currently have in XXXX, the subcontractor process you have for some part-assemblies and be able to plan purchases of components based off lead times, to ensure that you are able to fulfil the orders you receive. Purchase orders would be raised in the add-on and flow through to the accounting software (Xero). You would like XXXX to be integrated directly, to feed through to Xero to minimise admin time on sales.

You like the Business Intelligence module within XXXX and would like to be able to run similar reports from a new system.

Section 2 - Researched Options

Solution 1 – XXX

XXX is a cloud-based software which gives clarity and control across your business. Modules include; Purchases, Inventory, Production, Sales and Reporting.

Solution 2 – YYY

YYY is a cloud-based software which allows you to evolve, manage, analyse and automate every aspect of your business with a centralized online platform and enterprise-level tools. Modules include; Ecommerce, Manufacturing, Purchasing, Sales, Inventory Management and Warehouse management.

Section 3 - Summary of Findings

Solution 1 – XXX

The modules on XXX will fit the needs of XXXXXX as follows;

Sales

XXX integrates directly with XXXX. All XXXX orders can be pushed through to XXX on a regular basis. These will be pushed through once fulfilled in XXXX – although there are tweaks available to the settings (as shown in the short demonstration we had). Delivery notes, picking lists etc can then be produced in XXX and invoices raised. These feed directly through to Xero as drafts where they can be checked and approved. These will then match to the receipts coming in on the bank feeds in Xero.

Stock Tracking and control

Stock levels can be monitored real-time. Alerts can be set which trigger when products need to be reordered, allowing you to plan purchases based on the sales orders you have entered. Although you can add lead times in on a supplier basis in XXX – these are only for the purposes of generating a suspected delivery date on POs. They are not taken into account when planning stock levels and when components should be ordered.

There are further add-ons which plug into XXX that allow more detailed inventory planning and control.

Manufacturing

XXX allows you to create Bills of Materials with sub Bills of Materials within them. This allows for the multi-level processes you currently have set up in Sage.

Accounting

XXX integrates directly with Xero to feed through your sales and cost of goods sold for accurate reporting of monthly figures.

Business Intelligence

XXX has its own Business Intelligence module which gives a good variety of reports, including basing these off individual products, customers and time periods to see how they are performing.

Solution 2 – YYY

Like XXX, YYY offers a similar solution. However, because of these restrictions (zzzz) we did not continue to look at testing YYY

Section 4 - Costs

Costs table to be inserted

Notes

-   Above totals are based on the monthly subscription costs

There will also be an additional cost for BookCheck time for assisting with the installation and integration of XXX. This will involve ensuring the Chart of Accounts and relevant information is pulled through correctly to XXX so that both sales and purchase invoices are mapped correctly when pushed through to Xero. Allow up to 4 hours

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Section 5 - Savings and Benefits

XXX provides a solution to streamline your current processes and save time;

Cloud based software for ease of access

Accurate cost of goods calculations to enable better decision making

Fully customisable sales invoices and documents to send to customers

Manage customer information all in one place

Ensure products are ordered when they are needed (subject to additional add-on)

Direct integration with Xero – save time on processing of invoices, customer receipts, purchases and payments

Section 6 - What Next?

Following our demonstrations, you have indicated that you would like to go ahead with the migration from XXXX to Xero with XXX.

Please confirm that you would like us to go ahead and we will get started with the processes. A separate Xero Migration Proposal will be sent for your consideration.