

# INTEGRATED ERP FOR SMALL TO LARGE ENTERPRISES



OfficeTools ERP is an affordable, superior, and integrated web-enabled ERP solution designed to manage entire business operations across all industries. It enables Small to Large enterprises to gain a competitive edge in a growing economy through its robust functionalities, streamlining capabilities, and seamless integration. Using the finest technology, design, architecture and features, OfficeTools ERP provides a greater user experience in managing end-to-end processes such as financials, purchasing, operations, sales, and human resources.

## BUSINESS CHALLENGES

- ▶ Complex accounting - inability to produce meaningful financial statements, due to manual processes
- ▶ Lack of a comprehensive business management solution that can be customised to meet business specific needs
- ▶ Accessibility to right information for key decision-making
- ▶ Unaffordable business management solutions due to high initial investment cost and maintenance

## FEATURES

- ▶ **Financial Accounting** - Improve margins, reduce errors, and drive more profitable decision-making with a complete set of tools for streamlined financial operations
- ▶ **Sales** - Allow an oversight of the entire sales process and customer life-cycle more efficiently – from initial inquiry to final sale including sales invoices, orders, POS, and Cash counter
- ▶ **Purchase Management** - Optimize purchasing practices and control costs by managing the complete order-to-pay cycle including, purchase orders, requests, invoices, and returns
- ▶ **Asset Management** - Enable holistic views of asset statuses, depreciation, insurance, hired equipment, and manage assets from acquisition to disposal
- ▶ **Inventory** - Manage the complete inventory cycle featuring vouchers, goods received notes, stock transfers and returns
- ▶ **Production/Manufacturing** - Manage job orders, daily production, and the entire production cycle
- ▶ **Human Resources and Payroll Management** - Access an overview of employees and manage salaries, leave, loans, time sheets, bonuses, and holidays

- ▶ **Plant Maintenance** - Proactively manage and optimize plant operations through preventative, predictive, and breakdown maintenance
- ▶ **Quality Control** - Ensure quality in production process, raw materials, and finished goods
- ▶ **Real-time Reports** - Facilitate the creation of timely and accurate reports based on company-wide data with analytics and dashboards
- ▶ **Industry-specific capabilities** - Take advantage of extensive industry-specific functionalities such as retail, wholesale distribution, manufacturing, and construction
- ▶ **Mobility** - OfficeTools ERP is completely web-based for responsive access to the most relevant information to help business from anywhere, any time

## BENEFITS

- ▶ Agile and quick deployments of system
- ▶ Automation of manual processes
- ▶ Access to real-time reports
- ▶ Enhanced business process efficiency
- ▶ Adjust to market conditions faster

## IMPACT

- ▶ Low total cost of ownership
- ▶ Informed, quick, improved decision making and response to customer needs
- ▶ Eliminate overheads, increase profitability
- ▶ In-country support, making annuity fees *much more* affordable



**Integrated**  
(360-degree view)



**Web-enabled**  
(accessible from anywhere)



**Affordable**  
(Straightforward, low-cost licenses)



**Scalable Design**  
(Add functionality as you grow)

## More information?

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