

Your Goals. Our Solutions.



Financial Reports



Budget



Company Structure

**SERVICES &
CONTRACTING
E-ERP**



الحل الأمثل والنظام الشامل لإدارة الأعمال
The Total solution system for your business

A photograph of three business professionals in a modern office setting. On the left, a man in a suit and tie is smiling and looking towards the center. In the center, a woman in a dark pinstripe suit and white shirt is smiling and looking down at a large tablet. On the right, another woman in a dark suit and white shirt is smiling and looking at the tablet. The background is a large glass and steel structure, likely a modern office building. The overall mood is positive and collaborative.

Your Goals. Our Solutions.



Wholesale &
Retail E-ERP

Enabling you to achieve your goals by optimizing your potentials

In today's professional world it has become a need of the hour to stream line the operations of service management industries including the operations of Financial Management with Budgeting, Contracting, Job Cards, Fixed Assets, Procurement Management, Receivables Management, Human Resources and Attendance.

Optimum Services & Contracting is a unique software system, which covers all the operational aspects of service companies in the service industry. It covers the operational cycle starting from leads and opportunities generation, quotations, orders, managing deliveries and it ends with billing, collections and receipt of payments. Further, it is able to operate, control and manage the job card and contracting.

Optimum Services & Contracting is totally browser based. It is true thin client so it can be used easily without any setup over the Intranet and Internet. It uses the latest technologies of Microsoft ASP.Net and SQL server.

Optimum Optimum is furthermore bi-lingual so you can logon in the language of your choice (Arabic-English).



Services Management (E-ERP) Components:

1. Services & Contracting Module.
2. Procurement & Supply Chain Module.
3. Inventory Module.
4. Financial Management & Budgeting Module.
5. Fixed Assets Module.
6. HRMS & Payroll Module.
7. Time Attendance Module.



Company Structure



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Services & Contracting

OPTIMUM Services & Contracting is a fully fledged enterprise resource planning (ERP) total solution software. It is developed to perfectly fit the requirements of the service industry, whether these requirements are operational, financial or administrative requirements. It is a Microsoft Certified ERP product that can run in any type of browser and that operates with the latest cloud technology.

**It is powerful,
yet userfriendly.**

**Data enquiry features
enables the user to
search & retrieve data at
the click of a mouse.**

- Contracting Management
- Billing Management.
- Quotations Management.
- Orders Management.
- Delivery Management.
- Invoice Management (Direct/Against Delivery).
- Settlement & Collections Management.
- Cash Memo Management.
- Customers' Profile Management.
- Reporting & Inquiries Management.



Procurement & Supply Chain Module

The **OPTIMUM** Procurement & Supply Chain Module manages all aspects of the purchases and payment functionalities. It is a multi-currency system starting from departmental request till final payment. It has unlimited workflow levels and user authorization limits.

The **OPTIMUM** Procurement & Supply Chain Module is linked to the budget where controls can be set at the account level, profit centre level, cost centre level or a combination of all these. It has a full-fledged parameterized inquiry and reporting system that allows the user to retrieve any information needed.

- Departmental Requests Management.
- Vendor Requests for Quotation Management.
- Purchase Orders Management (Inventory - Non Inventory Items).
- Delivery Notes Management.
- Invoices Management (Direct & against Deliveries).
- Payment Management (Cheque - Transfer - A/C to A/C).
- Vendor's Profile Management.
- Payables Reporting & Inquiries Management.



Inventory Management

OPTIMUM Inventory Management System controls the organizations' inventory, whether that inventory is for internal use or for resale.

The **OPTIMUM Inventory system** maintains for each stock a fully fledged master file containing all aspects such as the Re-Order level, Re-Order quantity, Lead time and so on. It has a multi-currency, multi-store, multi-location and multi-level inventory structure. The open parameterization structure, drill down facilities, and the inquiries and reporting capabilities give the best control over the organization's inventory.

- Inventory Received Management (Delivery Received Update).
- Store To Store Transfer Management.
- Direct Addition/Deduction Management.
- Assembly Management.
- Delivery Notes Management.
- Inventory Returns Management.
- Store Structure Management.
- Inventory Master Management.
- Inventory Reporting & Inquiry Management.



Financial Management

OPTIMUM Financial Management is a fully-fledged Activity-based Cost accounting (ABC) ledger, that has unlimited segments of chart of accounts, unlimited accounts setup, unlimited profit centres, and unlimited cost centers.

OPTIMUM Financial Management is a multi-company, multi-branch and multi-currency system. It has a fully fledged built-in Customer/Vendor sub-ledger. Its powerful parameterization, drill down facilities, and inquiries and reporting capabilities allow the user to retrieve any information at the click of a mouse.

- Journal Vouchers
- Pre-set Vouchers
- Customers / Vendors.
- Auto-Generation Vouchers.
- Budgeting & Forecast
- Accounts Reconciliation
- Financial Reporting

Our Powerful Accounts Parameterization features facilitates greater flexibility & adaptability to suit any kind of business.

The customers can design their own parameters that are distinctive for their own organization.



Fixed Assets Management

OPTIMUM Fixed Assets Management System is aimed at recording all the fixed assets bought or capitalized, whether these assets are tangible or intangible. It will keep track of all movements of these assets, whether these movements are from staff to staff or department to department or from one location to another.

OPTIMUM Fixed Assets Management System also keeps full track of the financial aspects of the assets i.e. original cost, depreciation, net book value, disposal, remaining life etc. It also keeps all related documents, and it has a full fledged reporting and inquiry system.

Whenever needed, an online context sensitive help system pops up to assist & guide you through all the procedures.

- Assets Management.
- Assets Financials.
- Assets Maintenance.
- Assets Movements.
- Assets Documents.
- Assets Insurance.
- Assets Tracking.



Human Resources & Payroll

OPTIMUM Human Resources & Payroll covers all aspects of Human Resources required by any organization. It has a multi-company, multi-branch, and unlimited departmental structure. It is bi-lingual so you can logon in the language of your choice (Arabic-English).

OPTIMUM Human Resources & Payroll is totally parameterized so it can accommodate the laws, rules, regulations, policies and procedures of any country or organization.

OPTIMUM Human Resources & Payroll allows setting up many payroll templates in multi-currencies, and many payroll generations.

- Recruitment Management.
- Personnel Administration.
- Document Management.
- Attendance Management (Attendance, leave, sick leave etc.)
- Payroll Management.
- Loans Management.
- Organization Structure Management.
- Policies & Procedures Management.
- Appraisals & Forms Management.
- Staff Communication (Bulk Email, SMS etc).
- Training Management.
- Self Services Management.
- Inquiries & Reporting.



Time & Attendance Management

OPTIMUM Time & Attendance Management OPTIMUM Time & Attendance Management system has been designed to manage the manifold and complex processing of your company's employee time and attendance data. The module may be linked to OPTIMUM Personnel Administration and Payroll module, to work as an integrated system.

The users will be able to organize and manage the company's time and attendance data with little effort as well as generate required reports with ease. The employees' time and attendance may be tracked by any type of data capturing machine, such as swipe cards and/or finger prints that can also be linked to door access/main gates.

OPTIMUM Time & Attendance System structure allows the user to parameterize any type of shifts and special policies required by the organization.

Access Control:

- Live Monitoring with Dashboard.
- Remote Door Control.
- Facility to Enter Data Manually.

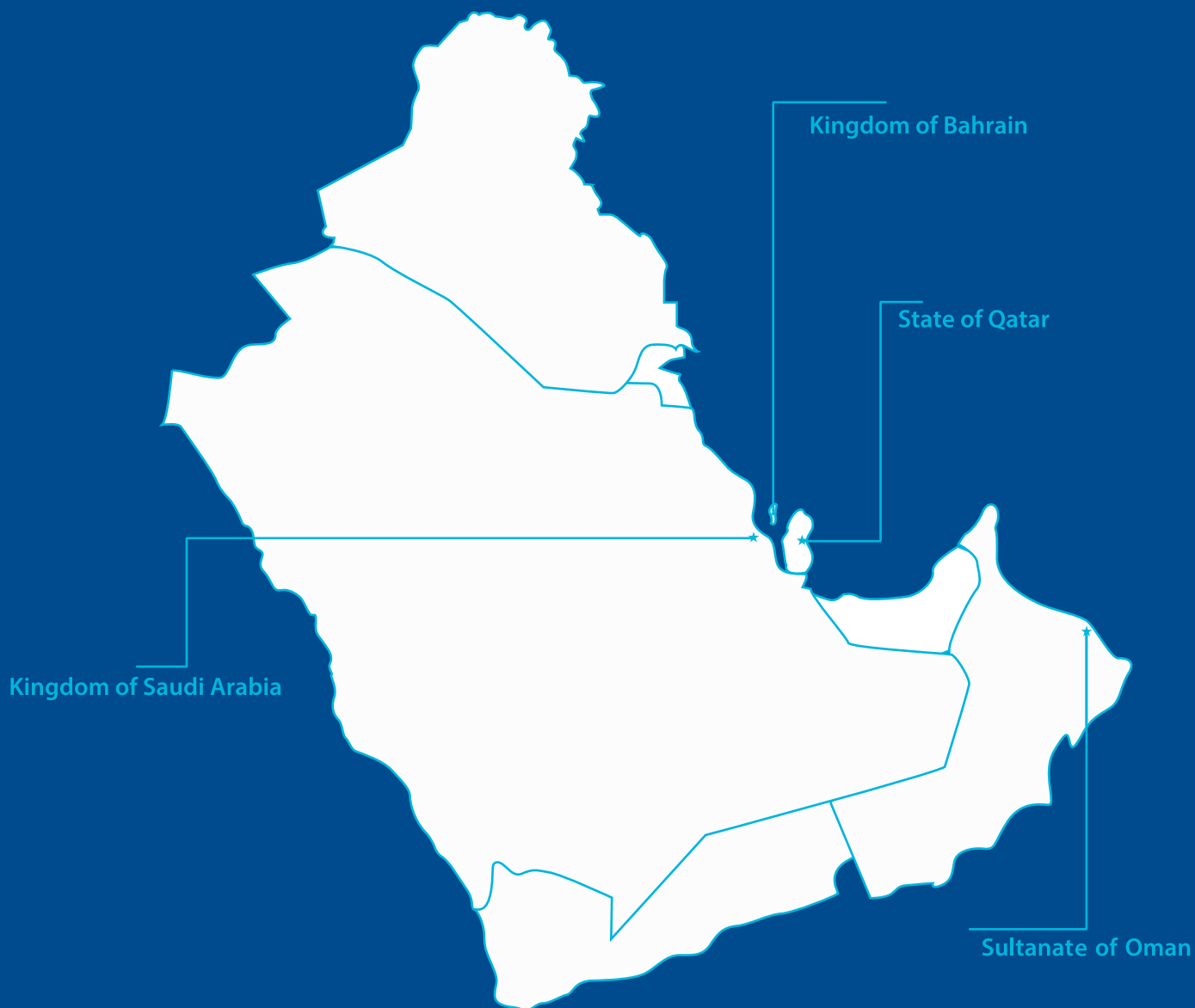
Roster Management:

- Create All Types of Rosters.
- Dashboards for Management & Staff.

Attendance Management:

- Late In Monitoring.
- Early Out Monitoring.
- Break Monitoring (Absence During working hours).
- Absence Monitoring.
- Overtime Monitoring.





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