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| <b>Company</b>  | Acc Pro (Singapore) Pte. Ltd.  |
| <b>Digital Solution Name &amp; Version Number<sup>1</sup></b> | Xero - Full Transformation Packages for SMEs Version 2021 - Xero Premium - Full Digital Transformation Package - Essential |
| <b>Appointment Period</b>                                     | 14 October 2021 to 13 October 2022   |
| <b>Extended Appointment Period<sup>2</sup></b>                | 14 October 2022 to 13 October 2023   |

wef. 10 November 2022

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

| Cost Item   | Unit Cost (\$) | Unit        | Quantity | Subtotal (\$) | Qualifying Cost * (\$) |
|---|----------------|-------------|----------|---------------|------------------------|
| 1) Software   |                |             |          |               |                        |
| Xero Premium Plan for up to unlimited users per Company for one year<br>Modules include: e-sales quotations, e-invoices, fixed asset modules, customised Goods and Services Tax (GST), e-purchase orders, capture bills and receipts with Hubdoc, multiple currencies, integrated inventory and reports, automatic bank feeds with local banks"   |                | per company | 1.00     |               |                        |
| Registration of InvoiceNow and linkage to Xero  |                | per company | 1.00     |               |                        |
| 2) Hardware   |                |             |          |               |                        |
| Not Applicable  |                |             |          |               |                        |
| 3) Professional Services  |                |             |          |               |                        |
| Understanding of business processes and to perform gap analysis to customise Xero to client's needs. This involves:<br>- To understand and go through the current sales and receipts processes and perform gap analysis<br>- To understand and go through the current purchases and payment processes and perform gap analysis<br>- To understand and go through the current month-end and year-end adjustment processes and perform gap analysis<br>- To understand and go through inventory management processes and perform gap analysis |                | per manday  | 1.00     |               |                        |
| Customise sales and expenses forms to customers requirements  |                | per manday  | 0.50     |               |                        |
| Implementation of Xero Premium includes the following:<br>- Kick off meeting and proposed project timeline<br>- Setting up of company profile<br>- Setting up Master data for customers, suppliers, inventory and fixed assets<br>- Setting up of taxes (GST) function<br>- Setting up the COA Chart of Accounts<br>- Setup of mobile apps for user<br>- User Acceptance Test   |                | per manday  | 2.00     |               |                        |
| Migration of figures to Xero Premium Includes:<br>- Migration of prior year balance sheet items (including Accounts Receivable, Accounts Payable, inventory and fixed assets)<br>- Migration of past and current monthly Profit Or Loss Statements  |                | per mandays | 2.00     |               |                        |
| Customise management reports and recurring transactions to the client's requirements  |                | per manday  | 1.00     |               |                        |

|                               |  |  |  |                    |                    |
|-------------------------------|--|--|--|--------------------|--------------------|
| 4) Training<br>Not Applicable |  |  |  |                    |                    |
| 5) Others<br>Not Applicable   |  |  |  |                    |                    |
| <b>Total</b>                  |  |  |  | <b>\$ 4,707.48</b> | <b>\$ 4,707.00</b> |

<sup>1</sup> A higher upgrade of the software version is acceptable, for example solution version 3.x allow anything from 3.0 to 3.99999

<sup>2</sup> 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