optimum

BEST TOOL TO MANAGE SERVICES & CONTRACTS

Services Management

Service Categories

Contracts Management

SERVICES & CONTRACTING e-ERP

THE TOTAL SOLUTION SYSTEM FOR YOUR BUSINESS
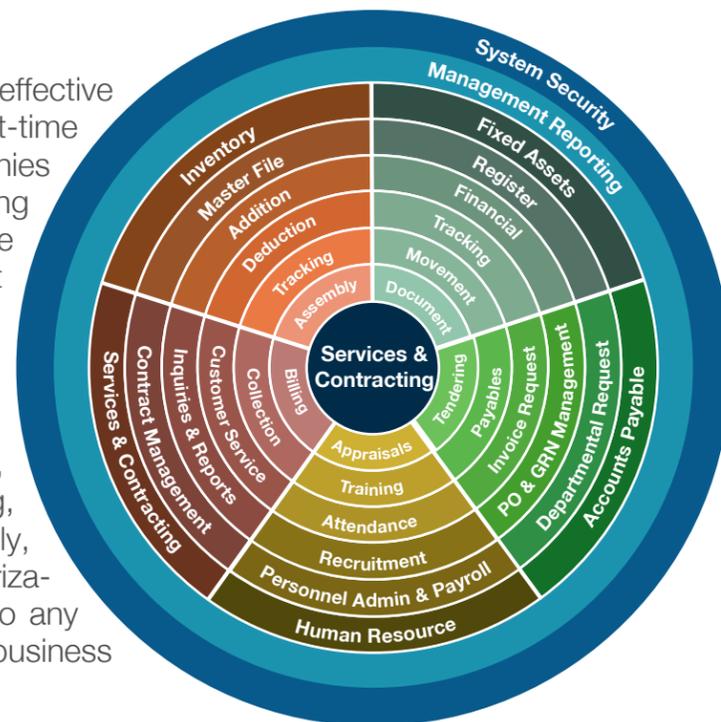
OPTIMUM SERVICES & CONTRACTING

Optimum Services & Contracting ERP is a document driven total solution designed and developed to manage all types of Services and Contracting businesses. It can adapt to all types of Services & Contracting businesses simply by configuring its parameters.

Optimum offers the most effective bilingual ERP solution to the first-time user as well as to companies wishing to upgrade their existing total solution systems while availing themselves of the latest technological advancements.

Optimum caters to all Services and Contracting businesses such as bureau processing, business process outsourcing, construction, manpower supply, etc. With its powerful parameterization, Optimum can easily fit into any Services and Contracting business type.

Optimum products can be implemented as stand-alone modules or as a full suite of modules (ERP). Further to this Optimum can also be implemented with limited or full functionalities of any module.

Optimum has earned the reputation of one of the best ERP solutions provider in the Middle East within a short period of time. The product is Microsoft Certified for Windows Server.

CONTENTS

SERVICES & CONTRACTING
"Best Tool To Manage Services & Contracts"

Optimum Services & Contracting Software is a full-fledged e-ERP (Electronic Enterprise Resource Planning – Browser Based) solution that covers full operations cycle of services & contracting businesses including fully integrated modules for services & contracting, procurement and inventory management.

Optimum Services & Contracting includes comprehensive contracting module which provides unlimited types of contracts with automated periodical billing along with e-Commerce functionality. Its powerful integrated management information system provides multiple dashboards and drill-down facilities.

Why Optimum?

Product Specific:
- *Customer/Vendor Contracts*
- *Unlimited Service Categories*
- *Full Contracting Cycle*
- *Full Procurement Cycle*
- *Customer/Vendor Portal*
- *Multi-Store / Multi-Location*
- *Multi-Branch / Multi-Currency*

Product General:
- *Business Intelligence Reporting*
- *In-Built Document Workflow*
- *Bi-Lingual Arabic/English*
- *Powerful Security Control*
- *Fully Integrated ERP*

Technologies:
- *Intranet / Internet based*
- *Accessible Through Any Browser*
- *ASP.NET & C# Development Tools*
- *Microsoft SQL Database*
- *Mobile Application*

Services & Contracting (E-ERP) Modules:
- Services & Contracting
- Procurement & Supply Chain
- Inventory Management
- Financial Management
- Fixed Assets
- HRMS
- Time & Attendance
- CRM
- Business Intelligence Reporting

SERVICES & CONTRACTING
"Best Tool To Manage Services & Contracts"

Optimum Services & Contracting is an integrated system comprising of full documentary cycle of operations from daily / monthly / annual contracts or providing direct services, follow through contracting process and then billing the client periodically as per the contract or directly.

Why Optimum?

Product Specific:
- *Customer Portal Dashboard*
- *e-Quotations*
- *Customer Contracts*
- *Customer Ageing*
- *e-Payment*
- *User Friendly Interface*

Product General:
- *Business Intelligence Reporting*
- *In-Built Document Workflow*
- *Bi-Lingual Arabic/English*
- *Powerful Security Control*
- *Fully Integrated ERP*

Specific operational roles that can be defined at user or user group levels. A powerful security and document workflow which ensures a smooth flow of documents. Ability to define any number of approval levels according to the nature of document.

Technologies:
- *Intranet / Internet based*
- *Accessible Through Any Browser*
- *ASP.NET & C# Development Tools*
- *Microsoft SQL Database*
- *Mobile Application*

Service & Contracting Functionalities:
- Contract Management
- Services Management
- Customer Services Management
- Billing Management (Direct/AgainstDelivery)
- Cash Memo Management
- Collection Management
- Inquiries & Reports

PROCUREMENT & SUPPLY CHAIN
"Control Your Expenses"

Optimum Procurement & Supply Chain covers the full procurement cycle, from departmental / purchase request, quotation request, purchase orders, deliveries and invoices to payments. It is fully integrated with Optimum Inventory and Fixed Assets Modules.

It includes full fledged Vendor Contracts module where you can manage all general expenses and support contracts in terms of contract administration, payment schedule with reminders and expense amortization.

Why Optimum?

Product Specific:
- Full e-Procurement Cycle
- Vendor Portal
- Contracts Management
- All Type Of Payments
- Integrated With Inventory
- Integrated With Fixed Assets

Product General:
- Business Intelligence Reporting
- In-Built Document Workflow
- Bi-Lingual Arabic/English
- Powerful Security Control
- Fully Integrated ERP

Technologies:
- Intranet / Internet based
- Accessible Through Any Browser
- ASP.NET & C# Development Tools
- Microsoft SQL Database
- Mobile Application

Procurement & Supply Chain Functionalities:
- Purchase Reconciliation Management
- Quotation Request Management
- Quotation Evaluation Management
- Purchase Order Management
- Goods Received Note Management
- Invoice Register Management
- Payment Voucher Management
- Vendor Contracts Management
- Vendor Portal
- Dashboards, Inquiries & Reports

INVENTORY MANAGEMENT
"Multiple Stores, Central Control"

Optimum Inventory Management module controls the organizations inventory, whether it is for internal use or for resale. It maintains a fully-fledged inventory profile containing all aspects such as Product Information / Specifications, Re-Order level and quantity, Lead time, etc.

It has a multi-currency, multi-store, multi-location and multi-level inventory structure. The open parameterization structure, drill down facilities, the inquiries and reporting capabilities give the best control over the organization's inventory.

Why Optimum?

Product Specific:
- Inventory Profile
- Inventory Specifications
- Multi-level Structure
- Multi-level Categorization
- Multiple Stores & Locations
- Assembly Management

Product General:
- Business Intelligence Reporting
- In-Built Document Workflow
- Bi-Lingual Arabic/English
- Powerful Security Control
- Fully Integrated ERP

Technologies:
- Intranet / Internet based
- Accessible Through Any Browser
- ASP.NET & C# Development Tools
- Microsoft SQL Database
- Mobile Application

Inventory Management Functionalities:
- Inventory Profile
- Goods Received Notes Management
- Goods Returns Management
- Inventory Deductions Management
- Inventory Additions Management
- Physical Inventory Management
- Direct Delivery Management
- Assembly Management
- Dashboards, Inquiries & Reports

FINANCIAL MANAGEMENT
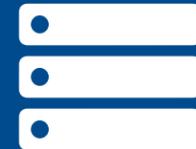**"Total Control Of Your Financials"**

Optimum Financial Management module is a fully-fledged Activity-based Cost accounting (ABC) ledger that has unlimited segments of chart of accounts, accounts setup, profit centers, and cost centers. It is a multi-company, multi-branch and multi-currency system.

Why Optimum?

Product Specific:
- Online Real-time Financials
- Budget Vs. Actual Reporting
- Sub-ledger Financials
- Accounts Reconciliation
- Automated Journal Vouchers
- Dynamic Reporting

Product General:
- Business Intelligence Reporting
- In-Built Document Workflow
- Bi-Lingual Arabic/English
- Powerful Security Control
- Fully Integrated ERP

It has a fully-fledged built-in Customer sub-ledger.

It has powerful parameterization, drill down facilities, inquiries and reporting capabilities allowing the user to retrieve any information at the click of a mouse.

Technologies:
- Intranet / Internet based
- Accessible Through Any Browser
- ASP.NET & C# Development Tools
- Microsoft SQL Database
- Mobile Application

Financial Management Functionalities:
- Journal Vouchers Module
- Preset Journal Vouchers Module
- Budget Module
- Account Reconciliation Module
- Financial Reporting Module
- Financial Structure Module
- Activity/Cost (ABC) Structure Module
- Customer/Vendor Sub-Ledger Module

FIXED ASSETS
"Know The Real Value Of Your Assets"

Optimum Fixed Assets module records all the fixed assets bought or capitalized, whether tangible or intangible. It manages assets related documents, assets tracking, and assets maintenance. It keeps track of all assets movements.

Why Optimum?

Product Specific:
- Assets Tagging
- Assets Barcoding
- Assets Depreciation
- Assets Administration
- Assets Register With Pictures
- Assets Documents

Product General:
- Business Intelligence Reporting
- In-Built Document Workflow
- Bi-Lingual Arabic/English
- Powerful Security Control
- Fully Integrated ERP

The system maintains full financials related to Fixed Assets.

Depreciation can be calculated using all universally accepted depreciation methods. It manages all types of asset disposal. It has a full-fledged reporting and inquiry system.

Technologies:
- Intranet / Internet based
- Accessible Through Any Browser
- ASP.NET & C# Development Tools
- Microsoft SQL Database
- Mobile Application

Fixed Assets Functionalities:
- Assets Registration & Profiling
- Assets Documents
- Assets Tracking
- Assets Maintenance
- Assets Financials
- Dashboards, Reports & Inquiries

HRMS
"A To Z Of Human Resources Management"

Optimum HRMS covers all aspects of Human Resources required by any organization. It is parameterized to accommodate labor and social insurance laws of any country. The company structure and specific policies and procedures can be easily mapped in the system.

Why Optimum?

- *Labor Law Compliance*
- *Social Insurance Law*
- *Map Company Structure*
- *Map Company Policies*
- *e-Recruitment Management*
- *Personnel Management*
- *Leaves Management*
- *Payroll Management*
- *Loans Management*
- *Training Management*
- *Appraisals Management*
- *Staff Development Management*

The system covers full processes of e-recruitment from online vacancy posting to hiring personnel with full employee profile, leaves and documents, payroll and loans. Additionally it includes full training, appraisals and staff development modules.

Technologies:

- *Intranet / Internet based*
- *Accessible Through Any Browser*
- *ASP.NET & C# Development Tools*
- *Microsoft SQL Database*
- *Mobile Application*

HRMS Functionalities:
- Recruitment with Online Portal
- Personnel Administration
- Documents Management
- Leaves Management
- Payroll Management
- Loans Management
- Training Management
- Appraisals Management
- Organization Structure
- Dashboards, Inquiries & Reports

TIME & ATTENDANCE
"The Only Complete Time Attendance Solution"

Optimum Time & Attendance covers access control, roster and workforce management, project time sheet and attendance. It can manage all type of shifts and rotations with the functionalities of work-force management and time sheet for project management companies.

Why Optimum?

Product Specific:
- *Real-Time Access Control*
- *Shifts Management*
- *Attendance Control*
- *Workforce Management*
- *Project Time Sheet*
- *Time & Attendance Indicators*

Product General:
- *Business Intelligence Reporting*
- *In-Built Document Workflow*
- *Bi-Lingual Arabic/English*
- *Powerful Security Control*
- *Fully Integrated ERP*

It's Access Control provides centralized online real-time view of the time in and out of employees. Workforce Management is used to allocate manpower to projects with Time Sheet generated for each project.The module can be linked to Optimum HRMS module.

Technologies:

- *Intranet / Internet based*
- *Accessible Through Any Browser*
- *ASP.NET & C# Development Tools*
- *Microsoft SQL Database*
- *Mobile Application*

Time & Attendance Functionalities:
- Access Control Management
- Roster Management
- Attendance Management
- Project Time Sheet Management
- Workforce Allocation
- Dashboards, Inquiries & Reports

CUSTOMER RELATIONSHIP MANAGEMENT (CRM)
"Every Potential Realized"

Optimum Customer Relationship Management (CRM) covers the complete cycle of sales module from creation of Customer Account, Contact, Lead & Opportunity Follow-up, Quotations and Order to Invoice Generation.

Why Optimum?

- Centralize Customer Information
- Automate Marketing Interactions
- Provide Business Intelligence
- Facilitate Communications
- Track Sales Opportunities
- Analyze Data
- Responsive Customer Service
- Business Intelligence Reporting
- In-Built Document Workflow
- Bi-Lingual Arabic/English
- Powerful Security Control
- Fully Integrated ERP

The Marketing module can plan, manage and track the marketing campaigns from development to launch. The Customer Services module includes the Contracts, Case Management and Service Scheduling with online Customer Interaction and Feedback.

Technologies:

- Intranet / Internet based
- Accessible Through Any Browser
- ASP.NET & C# Development Tools
- Microsoft SQL Database
- Mobile Application

Customer Relationship Management Functionalities:

- Sales Module
- Marketing Automation Module
- Customer Services Module
- Analytics and Reports

BUSINESS INTELLIGENCE REPORTING
"Hassle Free Reports!"

Optimum Business Intelligence provides the most user-friendly mechanism to transform, access, analyze and present your business data in the most stunning way. It helps users to turn complex data into actionable insights that can be easily understood.

Why Optimum?

Product Specific:
- Transform Your Data
- Access Any Data
- Deliver Insights Anywhere
- Modernize Enterprise Reporting
- Create Interactive Reports
- Pivot Reporting
- Electronic Alerts

Product General:
- Business Intelligence Reporting
- In-Built Document Workflow
- Bi-Lingual Arabic/English
- Powerful Security Control
- Fully Integrated ERP

Users can connect virtually to any Optimum ERP data, both in the cloud or the local server. They can also analyze the data and share insights on the web or on mobile devices. Users can generate and share rich and interactive reports to visualize and analyze your data.

Technologies:

- Intranet / Internet based
- Accessible Through Any Browser
- ASP.NET & C# Development Tools
- Microsoft SQL Database
- Mobile Application

Business Intelligence Reporting Functionalities:

- Data Transformation
- Data Analysis
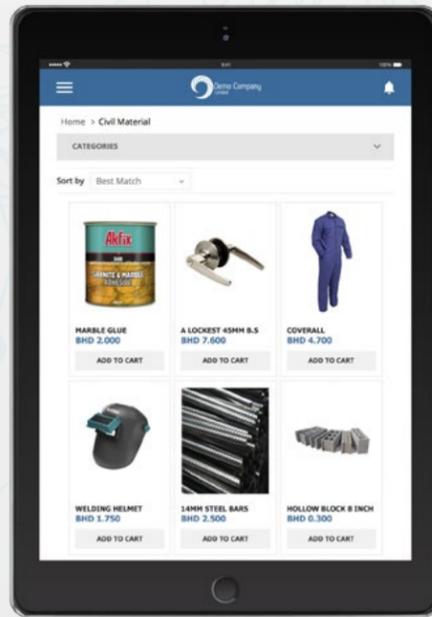- Data Delivery
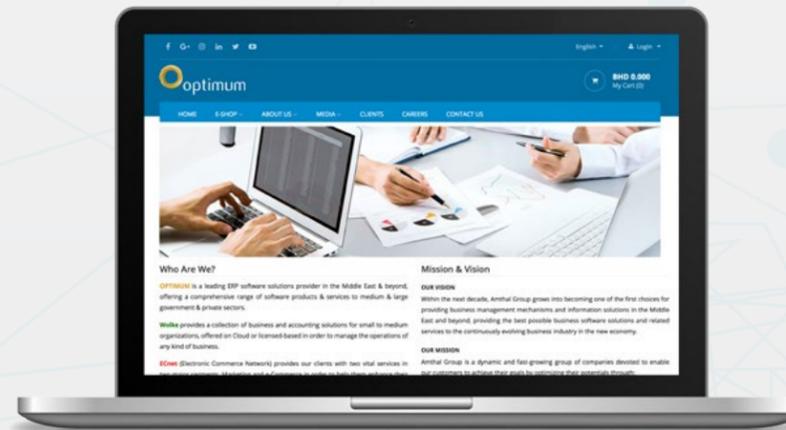- Interactive Reports Creation

Inventory Management

Services & Contracting
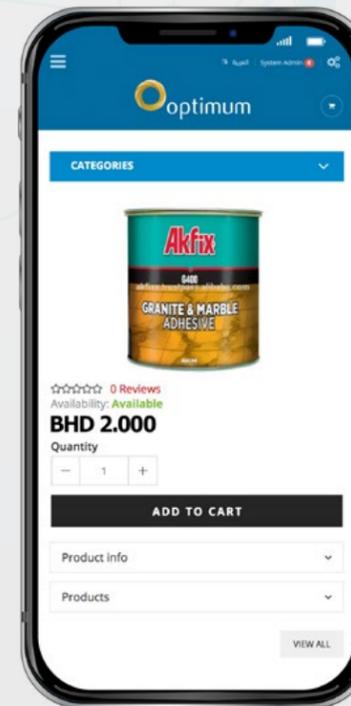
Time & Attendance

Financial Management

ERP

HRMS

Procurement & Supply Chain

CRM

Service Portal

Website & Customer Portal

Services & Contracting e-ERP

Mobile Application
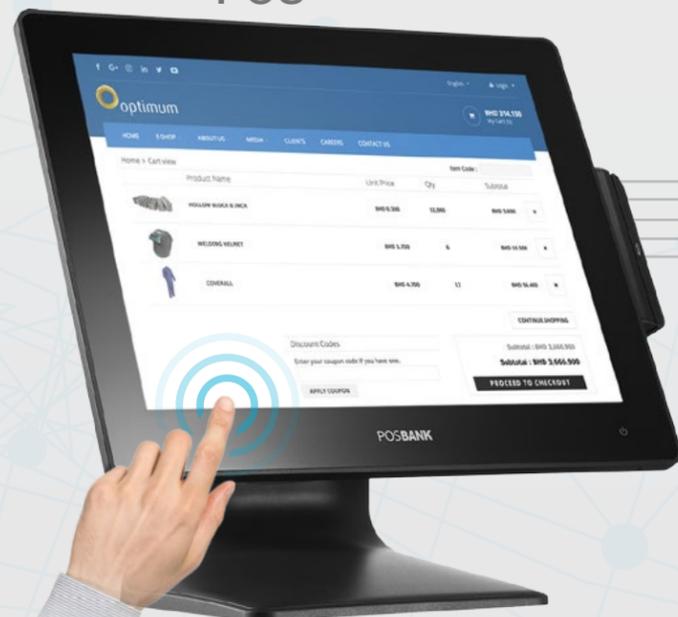
Construction

Electrical Contracting

Finance Contracting

Maintenance Contracting

Manpower Supply

POS

e-Shop

POS
Peripherals

Receipt Printer

In-Counter Scanner

Cash Drawer

Handheld Scanner

Barcode Printer

Kingdom of Bahrain

State of Qatar

Kingdom of Saudi Arabia

Sultanate of Oman
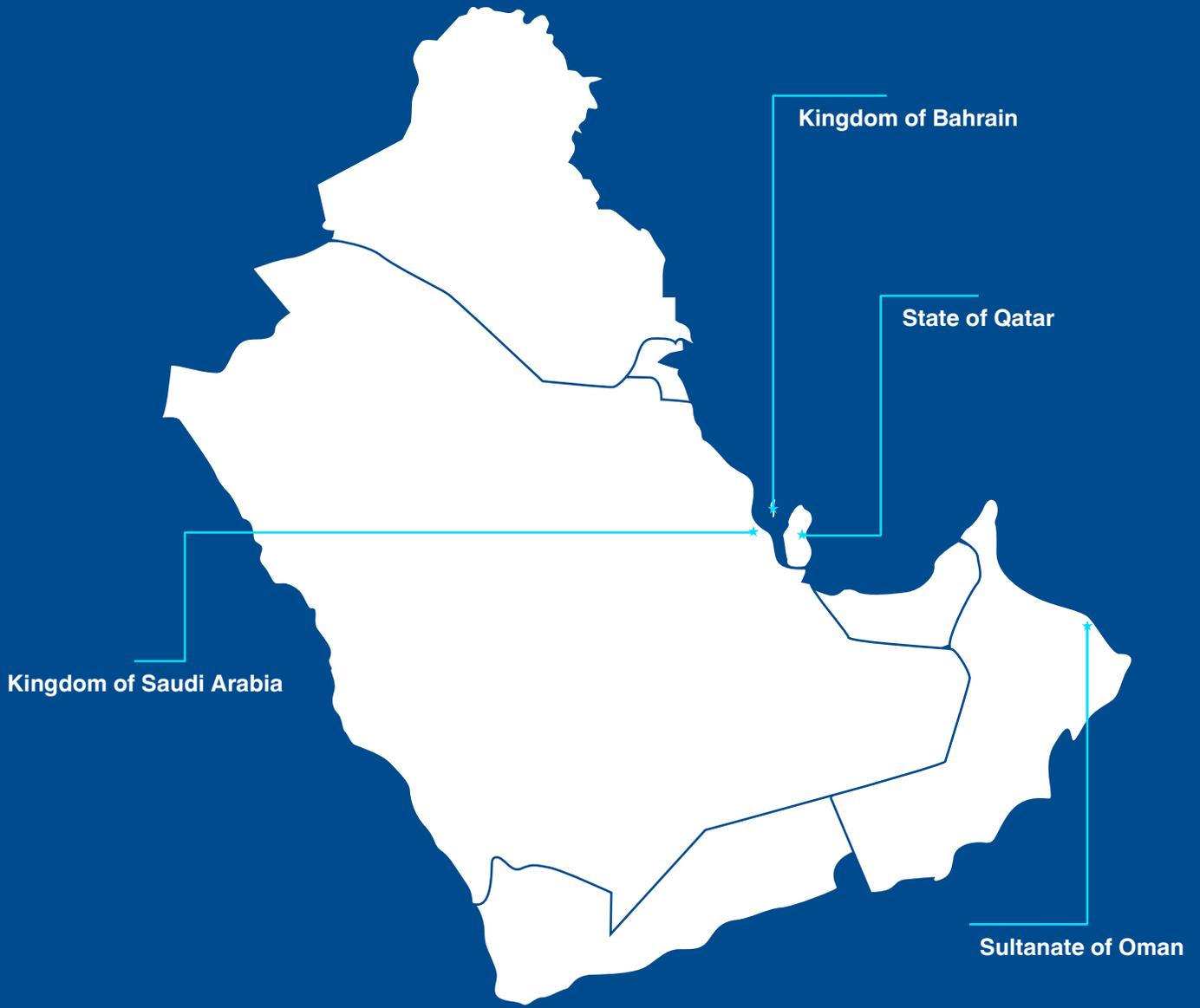
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