

<b>Company</b>	Harvest Accounting Pte. Ltd.
<b>Digital Solution Name &amp; Version Number<sup>1</sup></b>	Harvest Accounting - Xero - Software, Setup, Migrate, Trg
<b>Appointment Period</b>	08 June 2023 to 07 June 2024
<b>Extended Appointment Period<sup>2</sup></b>	08 June 2024 to 07 June 2025

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

Cost Item	Unit Cost (\$)	Unit	Quantity	Subtotal (\$)	Qualifying Cost* (\$)
<p>1) Software Xero Subscription for 12 months for unlimited number of users</p> <p>Modules and Features: Multi- Currency, Bank Feeds and Reconciliation, Quotes, Invoices (Accounts Receivable) and PEPPOL E- Invoicing, Purchase Orders, Bills (Accounts Payable), Fixed Assets, Products and Services, Contacts and Reports</p> <p>(Unit Cost: \$610, Unit: Year, Quantity: 1.00)</p>		Year	1.00		
<p>2) Hardware Not Applicable</p>					
<p>3) Professional Services Xero Set Up:</p> <ol style="list-style-type: none"> <li>Set up Chart of Accounts in Xero.</li> <li>Enter relevant company information into Xero.</li> <li>Review and finalise GST and tax settings.</li> <li>Import of ending balances for latest financial year end or conversion balance date as opening balance.</li> <li>Bank feed set up and import of historical bank statements</li> <li>Import outstanding AR/AP invoices as at latest financial year end or conversion balance date</li> <li>Import of Fixed Assets / Intangible Assets (Intellectual Property) and depreciation / amortisation schedule</li> <li>Import of products and services</li> <li>Import of customer and supplier contact information</li> <li>Set up of up to 2 invoice templates using Xero's standard or custom template.</li> </ol> <p>Migration:</p> <ol style="list-style-type: none"> <li>Import monthly Profit and Loss figures into Xero for past 12 months.</li> </ol> <p>Total: 5 man-days (Unit Cost:\$2,800, Unit: Setup, Quantity: 1.00)</p>		Setup	1.00		
<p>4) Training Xero training on-site or online screen sharing for unlimited number of staff for 2 sessions at 0.5 man-days per session</p> <p>Total: 1 man-day (Unit Cost:\$800, Unit: Training, Quantity: 1.00)</p>		Training	1.00		
<p>5) Others Not Applicable</p>					
<b>Total</b>				<b>\$ 4,210.00</b>	<b>\$ 4,210.00</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