

16 Modules in In4Suite[®] ERP



LAND



Business Development: Land Banking

The Business development module essentially captures the starting point of the core development process.

- Land Banking and Land details management.
- Details of Land purchased, or to be purchased with workflows and plan.
- Includes detail land survey map achieving, storage of DWGs. Etc.
- Captures all details of land purchase and payment schedules including ownership information, title information, agent associated.
- Captures essence of transactions: JD, JV, Outright purchase, or redevelopment.
- TDR applicability on purchase.
- Land Details with FSI available is mapped onto information for costing.
- Workflow detail on purchase of land and approval of purchase to ensure
- 100% clarity of land purchase.
- Google API integration with Google Maps, can check demographics and facilities available alongside land being purchased.

LEGAL

Court Cases & Legal Documentation



- Court Case Management.
- All legal document management associated to various modules across the application.
- Creation of Lawyer Work Orders.
- Managing Legal Fees, Court Fees, etc.
- Documentation Templates for all transactions.
- Linked to Liaison and Business Development to manage land purchase process. Linked to Sales to manage Agreement of sale and closure process.

LIAISON

Clearances & Certifications



- Linked to Business Development to update status of various certifications, NOC's and clearances required on or prior to purchase of land.
- Can maintain documentation related to all Liaison works.
- Maintain a checklist and schedule of clearances.
- Linked to post purchase activities, construction closure activities as well.
- Master for all clearances and certifications maintained, with steps required.

PROJECTS

Projects Setup & Control



- Location of master setup to create projects from Land bank.
- Executive Management control center.
- All key parameters for a project are setup using this module.
- Engineering Budgeting triggers, as well as Sales/Marketing budgeting triggers are initiated from here.
- Sales payment plan creation, control of pricing escalations, PLCs, Car Park Stock, etc.
- Definition of check lists for hand over.
- Maintenance Deposits definition.
- Closure of projects and Criteria.

ENGINEERING



Budget Control, Work Orders, Schedule, Contracting

- Budgeting and Estimation of works.
- Creation of a budget by work category for issue and control of Work Orders.
- Create a budget by Material Type for issue and control of Purchase Orders and ordering of material by Purchase department.
- BOQ Master upload, Issue Work Orders, Maintain Contractor Master
- Indenting from site against WO for Materials as per schedule (creation of indenting schedule).
- Receive goods at site (GRNs) and update of Inventory.
- Issue goods against Indent/WO/BOQ.
- Frequent Real time updates via Abstracts from site.
- BOQs/WO linked to schedule and bill certification.
- Planning and Scheduling (Options MSP, Primavera)
- Leverage Material Coefficients.
- Generate Material ordering schedule.
- Track Estimated Material Consumptions Vs. Actual.
- Quality Checks.

PURCHASE

Purchase Orders, Inventory



- Receive alerts on receiving Indents for materials from site.
- Collate indents on similar materials to produce Purchase Order.
- Maintain Supplier Master and Material Master and Quotations.
- Manage returns to supplier. Keep list of best suppliers/supplier performance in check.
- Inventory Management.
- Transfer of Materials from one-site to another.
- Transportation / Transporter management.
- Import of Material PO's for international Ordering.
- Scrap Sales of Materials.

LEADS



- Tracking all leads from all sources.
 - Mapping of leads and qualification process by internal sales teams.
 - Follow up process map and trigger point setting at each stage.
 - Tracking efficiency of Pre-Sales and Leads management.
 - Managing the sales funnel.
 - Capturing of all interactions at all levels with customer and pushing the deal towards closure.
- Inbound / outbound calling, emails, voice call tracking, CTI integration (inbound and outbound) possible with auto - recording of interaction facility.
 - Targets per sales person and actuals performed.

SALES

Sales Booking, Payment plans, Collections



- Maintain Sales Stock : Sold, Available, Blocked, On Hold, unReleased.
- Customer Profile: CRM, Customer interaction Management, Sold
- Units Management. Customer management via self-service Customer Portal.
- Booking form, creation of payment schedule, receipts against schedule.
- Receipt creation, Interest on Delayed payments, Excess Amounts,
- Auto Demand letter generation, Payment Reminders.
- Collection reminders and collection aging lists.
- Transfer of units. (Resale)
- Marketing planning, Budgets/Forecasting.
- Brokerage and Agent Management.
- Email Templates: Birthday Wishes, Greetings, Payments, general bulk email to customers, SMS messages, etc.
- Prospecting/pre-sales to sales closure lifecycle of sales mapping.

FINANCE

Liability Booking, Cash Flow, Accounts, Payments.



- Approvals of all payments - Land, Legal, Liaison, Projects, WO/Certificates, Supplier Certificates, Sale Receipts, Leasing Receipts, Property Management Receipts and Expenses, General Expenses, etc.
- Adjusting of appropriate Taxes.
- Auto JV Posting into Accounting System.
- Creation of COA and mapping to transactions for auto posting.
- Review of Financial Statements :Day Book (Bank, Cash), Balance Sheet, Profit and Loss, Cash Flows.
- Schedule of Payments based on Cash flows.
- Form 16a, VAT Reports, eTDS Extract into Excel.

HR & PAYROLL



- Employee profiles maintained in a structured and standard format..
- Feature to upload employee photograph and resume.
- Detailed record of the employee skills with their ratings and experience.
- Managing of organization and employee calendar.
- Record of employee's family, medical insurance, bank details, etc.
- Travel related personal preference of employees.
- Workflow based Leave requisition and approval system.
- Configuration and maintenance of review details of employees.
- Configuration of Holidays based on region and location.
- Multiple company salary processing.
- Multiple salary structure.
- Salary calculation can be done based on either calendar days/Fixed Average days.
- Payroll item configuration (Income/Deduction).
- Tax slab configuration.
- Professional Tax configuration.
- Override options for payroll items & Tax items.
- Handling LOP & overtime Details.
- Handling Advance ,Arrears & Gratuity.
- PF, ESI.
- Generation of forms and TDS calculation.
- Statutory reports.

EXPENSES

Reimbursement, Imprest, COA Control



- Submission of daily expense Bills
- Operational Expense Booking at Corporate Level or Misc expenses associated to project.
- Workflow based on expense type, COA with Budget control.
- Expense Reimbursement including the likes of Imprest payments.
- Auto JV posting at line item level.
- Printing of Expense Statement.
- Allocation of Expenses to appropriate heads.

ASSETS



- Asset register
- Asset periodical maintenance
- Asset Insurance and warranty tracking
- Depreciation calculation
- Allocation of asset to project and tracking of usage.
- Tracking utilization of assets.
- Raising the purchase requests for procurement as required by projects or as capital purchase for company.

RENTALS

Leasing, Revenue Shares, CAMS.



- Customer Management/Tenant Management.
- Creation of Term sheet with appropriate terms and conditions including rent free period management, deposits, car parks, amenities, right of first refusal, etc.
- Issue of LOI to multiple customers during negotiation.
- Workflow approval of Term Sheet and Terms and Conditions which multi-term sheets are active.
- Revenue Share agreements.
- Common Area Billing (CAMS).
- Bulk generation of invoice.
- Definition of various types of Stock
- Mall Management features.

FACILITES

Property/Facility Management



- Define Property Management projects to manage both Internal (self built) and external.
- Define budgets for Management of Property including billing and revenue schedule.
- Manage sub contracts / issue Work Orders to manage sub contractors. E.g. for Security, House Keeping, etc.
- Issue Payments as per budget planned.
- Collect monthly receivables.
- Create work check lists and activity based optional reporting matrices.

FILES

Document Management System



- A Complete Document Management Solution.
- All common document formats supported for Indexing.
- Leverages Microsoft's Index server technology to not only index key words tagged to document but also what is relevant info inside the document.
- Tagging and Search facility.
- Versioning of Documents.
- Workflows on Document control.
- Alerts on subscribed folders.
- Linked into all modules to create a knowledge management solution.
- Access controls and moderators.

TRAVEL



Manage all Billable and non-billable travel for projects, clients and other activity.

- Ability to allocate an internal or external travel desk and assign a person(s) responsible for making all reservations.
- Workflow to get approval for any travel requests.
- Ability to raise a travel request, get the appropriate approvals and direct the request (with alerts) for the bookings to be done and tickets attached back in the workflow.
- Ability to book Airlines, Trains, Hotels, Cars, etc. in one request. Reporting to track - who is traveling from which location to what location and do necessary analysis to optimize travel.
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