



Lets Not Fear **ERP**,
Fear Lack of **ERP**

Meeka Software Pvt Ltd Profile

“Meeka Software Pvt Ltd” concern established in 2012 by Mr. Bhavin Garg situated at Ahmedabad Gujarat. Over a period of time, Meeka Software has evolved as a company driven by knowledge and ambition. It has created a name for itself in the area of ERP software solutions, which is core competence in the area of ERP software, India. Meeka software is specialized in Engineering ERP.

Meeka Software is the sister concern company of “Meeka Machinery Pvt. Ltd”. Meeka Machinery private limited established in 1983 by Late Mr. Dinesh T. Garg as a proprietary concern named as Meeka Engineers has turned to become private limited company in the year 1995, situated at Ahmedabad Gujarat in a well developed GIDC Industrial Estate.

Meekasoft product named Matflow (Material Flow) is a total integrated solution which enables agile flow of information across the departments hence, bringing synchronization and efficiency in the working of an organization. It manages the needs of all departments of manufacturing units.

ERP Benefits

www.meekasoft.com

Enterprise resource planning (ERP) integrates external and internal management information across an entire organization, embracing financial accounting system, production, purchase, sales, inventory, system administration and control and human resources management. ERP links all the departments across the corporation into a single centralized computer system. It is not so easy task to cover the entire company in a centralized computer system; however, ERP software unites various departments together into a single integrated system, so that the various departments can share information and communicate easily. There are abundant benefits of ERP system followed by,

- Higher quality, shortened lead times, reduced time-to-market, and higher productivity can help to increase sales and market share, and improve customer service as well as margins.
- Analysis and simulation capabilities can help companies to forecast future and react more effectively to change demand, supply chain distribution, and competitive actions.
- It Improves efficiency of workflow
- Yield collection is more faster through better visibility into accounts and fewer billing errors
- It reduced vendor pricing by having better advantage of quantity breaks and tracking vendor performance
- One of the most instant benefits from implementing an ERP is reduced operating costs: such as lower marketing costs, lower production costs and lower inventory control costs by avoiding duplication of work. An ERP delivers opportunities for cost reduction and value-added tasks leading to increase margins.
- Organizations can track inventory levels on a daily basis due to the centralized nature of ERP systems including present inventory and future consignments. This clarity can enable organizations to run their enterprise in accordance with their strategy and also controls their working capital requirements to a great extent while empowering them to make quick decisions to track opportunities.



Matflow Modules (Chart)



matflow

Financial Accounting System

- Voucher Entries
- Reconciliations
- Approvals
- Payment Planning
- Assets Management
- Excise
- Payment Advice
- RTGS and NEFT reports
- Trial Balance Tree
- Cash Flow
- Profit and Loss
- Balance Sheet

Account

- Multiple Level of Account Grouping & Control Account.
- All Accounting Vouchers like Receipts, Payments, JV, Contra, Credit Note and Debit Note.
- Add, Edit, Delete and view operations are rights base.
- Transaction locking after prescribed period.
- All Vouchers Printing, Register & Summary.
- All Voucher Approval & Posting in Trial Balance & Balance Sheet.
- Bill wise Payment, Receipt & Bill wise Advance Payment or receipt Settlement.
- Bill wise Expense booking.
- Bank wise Auto and Manual Reconciliation.
- Cheque printing for Bank Payments.
- Trading account, Profit & Loss account, Trail balance, Balance sheets with schedules.
- Bank Reconciliation Report,. Group Ledger report, Reference Account Ledger Report.
- Cash and Bank Book.
- Cash and Bank Balance Report.
- Payment Payable Report, Party Ledger, Payment due as on Date report. Also in Supplier or Customer Currency.
- Supplier wise or Customer wise, credit limit and Credit days for due out standing & receivables and payables. Credit limit amount and days wise control.
- Tax deduction at source. Nature of payment (NOP) as per Supplier. Percentage setting in masters.
- TDS structure is open and user definable. TDS structure will work at the time of transactions on bound accounts TDS limit criteria. The percentage of TDS will be calculated based on deduct type (Supplier Type) and Nature of Payment.



Financial Accounting System

- TDS (Tax Deducted at Source)
 - Entry at PV, Bill wise Expense, also at Payment (Bill wise and Advance both – for cash as well as Bank).
 - Pending TDS as per partial and full limits.
 - TDS payment to Govt. and it's Challan, Form 16 and Form 16A Entry and print.
 - Challan & TDS Statutory Reports.
 - TDS Deduction Report – Supplier wise, Section wise, Deduct wise, NOP wise and some of the combinations wise, From date To Date wise.
 - TDS - Form 26 Q Challan Report – Supplier wise, Deduct wise, NOP wise and status wise.
 - TDS – Form 26 Q Annexure Report.
 - TDS – Form 27 Q Report – Status wise and Date wise.
 - TDS – Challan Report – Date wise and Supplier wise.
 - Party TDS Report.
- VAT reports
 - Form 201 A, Form 201 B and Form 201 C
 - VAT wise Sales Detail Report and Purchase Detail Report
 - Local Purchase Report, Import, OGS, Tax Free Purchase report, Local Sales Report, Export Sales report, ODS Sales report
- Service tax reports –
 - Service Bill Register
 - Service Tax Payment Register
 - Service Tax “Service tax Category Wise”
 - Service Tax Credit - “Service tax Category Wise”
 - Service Tax Pending - “Service tax Category Wise”
- Age wise Analysis Report, Party Statement, and Confirmation of Accounts Report.
- Multiple general ledger printing.
- Forms Pending –
 - Form “H” and “C” etc (Any Form – for Sales or Purchase)
 - CT 1 Form and its tracking for pending and statutory reports.
 - Form CT 3 and report.
- Excise Reports
 - RG 23 A part 1, RG 23 A Part 2, RG 23 C Part 1, RG 23 C Part 2
 - Part 2 Summary Report, ER.1, P.L.A Report, D.S.A RG 1, Sales Annexure, RT 12
- Multiple Document Printing in one click (Including Ledger)

Financial Accounting System

Distinct Features

- Multiple Company, Division and Cost center supportive.
- Multiple Currency handling.
- Complete Asset Management.
- Voucher type with extra rights handling.
- Payment advice generation against due payments.
- Multiple division wise auto division transaction.
- Order wise Currency Gain & loss calculations. User definable Tax structure with activation and deactivation date.
- Reference Account concept and its ledger. Account Group Ledger.
- Year ending process a click away with verification report.
- Foreign Currency Bank Account (ex. Dollar account) and Auto Bank Reconciliation. Cheque returns handling. Postdated Cheque handling.
- Reports and Challan - TDS, Excise, VAT, Service tax, all sorts of Forms.



Fixed Asset Management System

- Fixed Asset Master / asset type /Item Grouping with identification no.
- Depreciation calculation based on different method (SLM or WDV).
- Purchase from different division / departments with its approval.
- Asset Purchase Indent, Inquiry, Quotation, Quotation comparison, Order, GRN and Purchase Voucher.
- CWIP (Capital Work In Progress) to Fixed Asset Conversion.
- Asset Sales Invoice.
- Account code to transfer transaction entry to Financial accounting System.
- Asset transfer from one division to other division.
- Day wise depreciation calculation.
- Asset Re valuation, Asset Write-off / additions in asset in between.
- Division wise depreciation calculation. Day wise depreciation in multiple divisions based on number of day's usage in the division.
- Registers Division wise — Fixed Asset Register, Fixed Asset Purchase Register, Fixed Asset Write-Off Register, CWIP To FA Register, Fixed Asset Revaluation Register, Fixed Asset Transfer Register, Fixed Asset Sales Register, Fixed Asset Stock Report, Fixed Asset Summary, Fixed Asset Summary Detail.



Production

- **Bill of Material**
- **Job Card**
- **Process Management**
- **Approved Vendor for Job Work**
- **Quality Check**
- **Costing and Estimation**
- **Purchase and Production Planning**
- **Work Order**
- **Material Booking**
- **Production Maintaining and Control**
- **Shop Floor Live Feed**



- BOM – Multiple for one equipments, Work Order wise BOM (Customer specific and order specific), BOM expansion and implosion. Hierarchy wise view, Copy and tag facility. BOM approval so that it cannot be changed.
- Machine type master.
- Man Power and Skill Set.
- Process and Process sequences.
- Job Card – Multiple for one Product (Process Route Card).
- Cost estimation based on BOM against Sales Inquiry- RM cost, Sub contracting cost, internal process cost and other cost.
- Work Order against Sales Order (make to order), Sales Forecasting & internal.
- Procurement Planning work order wise: For every sales order every Finish Item - Raw material / component required based on stock available.
- Material allocation (booking) and de-allocation (release) against Work Order.
- Machine and process wise scheduling of work order.
- Store Indent generation against Work Order.
- Material placement work order wise.
- Production start and done entry.
- Approved Vendor for Job Work with rates.
- Job Work out for Sub Contracting.
- Job Work In.
- “labor Bill” passing as per Process wise vendor wise rate.
- QC based Labor bill passing.
- QC done parameter wise with tolerance.
- Job Work Rework chargeable and non chargeable.
- Rejection settlement.
- Material movement on shop floor.
- RM used in multiple BOM list.



Production

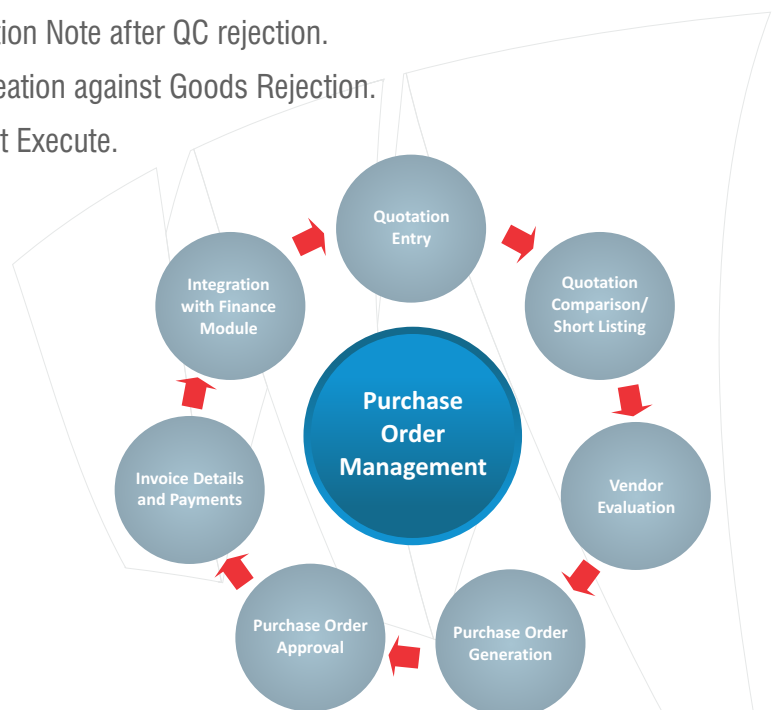
Distinct Features for Production

- Man, Machine, Process, Material, Quality check and Money (costing) – get controlled, monitored, get account for, tracked and planned with complete ease.
- Easy entry point for all the Production related transaction as per single work order for multiple processes and against multiple work order for Single Process.
- Total material Flow control on production floor.
- Job Card - The total number of Processes to be done for one work order is defined in stages where type of process with specific sequence, machine type required and input material and output material with quantity is defined. BOM is prepared automatically against this.
- Work order wise - for every process / stage wise Production monitoring. System will show number of Process pending and done.
- Production monitoring.
- For Quick Look, different color indication for different status like processes done/ pending/ material out for job work / Quality check required, whether stage in independent or dependent on any other stage. Total material lying at Vendor location and pending jobs of vendor also at single click.
- System will show material lying on machine or not. This will help supervisor to get material from store and can make store indent quickly with minimum data entry.
- Transactions entries can be done with minimum data entries from dynamic buttons for every stage. So no need of entering work order and stage details, input material, output material qty required etc. This will reduce data entry for production team and reduce errors as well. Any lay man can operate easily with minimum training knowledge.
- Direct Transactions like Store indent - Job work issue out - QA testing, Rejected material placement on previous stage can be done easily from interactive monitoring form.
- System provides for Material Consumption and wastage report for each production process.
- Production supervisor can make faster decision for work allocation to machine operator by looking at total work pending / scheduled on the machine and material available- work order wise.
- Material lot wise - produced and consumed item for tracking.
- Lot number wise tracking.
- Lot number wise -Produced Items raw material used - supplier name- purchase date.
- MIS report for calculated costing- actual costing.
- Easy Production Entry by Direct Production facility where we do not wish to maintain detailed data but want to maintain consumption and production based on BOM, Work order or internal.
- Daily Production reporting: Machine usage- process wise, work order wise.
- Operator wise Daily production done report- work order wise.
- Work order wise production: stage wise work in progress report.
- Work order wise pending report.
- Vendor wise pending process report.
- Decision Support System Reports.

Purchase

- Indent
- Inquiry
- Quotation
- Quotation Comparison
- Purchase Order
- Service Order
- Purchase Order Follow-up
- Goods Receipt Note
- Quality Check
- Purchase Return
- Gate pass Returnable Note
- Goods Rejection Note

- Purchase Indent creation – With Approval
 1. Auto Indent from “Purchase and Production Planning”.
 2. Based on Minimum, maximum and Reorder level
 3. Direct
- Purchase Inquiry to Multiple Vendors based on Indent or direct.
- Purchase Quotation based on Inquiry or Direct.
- Quotation Comparison and Approval.
- Purchase Order based on Inquiry, Quotation and direct with Approval. PO edits facility.
- CT-3 handling and its required reports.
- Purchase follow-up.
- GRN against Indent, PO and Direct.
- Excise Gate Pass Entry.
- Purchase QC with Item wise Parameters and compulsory QC cycle on item.
- Purchase Voucher- against PO, GRN and Direct.
- Purchase Return against Purchase Voucher.
- Goods Rejection Note after QC rejection.
- Debit note creation against Goods Rejection.
- PO and Indent Execute.



Purchase

Distinct Features of Purchase Module



- Configuration for all the transaction of Purchase to control its series, item type wise item and Division.
- Complete cycle of Purchase possible for RM, Finished, Semi Finished, Non Inventory and Service Item and Asset items.
- PO follow up – PO and PO type wise, Supplier wise, Item Group wise and Item wise and “From Date To date” wise. With new Delivery date in case of delay.
- DSS (Decision Support System) reports on Indent, Inquiry, Quotation, PO GRN and PV.
- Supplier History and performance - contains complete Vendor details (Address, contact persons with contact details) along with Inquiry, Quotation, PO, GRN, QC passed, rejected and delay in supply.
- Approvals at Indent, Quotation, PO and PV.
- Generation of Commercial Invoice, Actual Invoice and Supplementary Invoice.
- Quotation Comparison on Excel sheet - Item wise, Supplier wise landed cost considering Tax and other expenses.
- Auto MLN number generation and Manual Batch Number entry on GRN.
- Landed Cost calculation based on Item rate, taxes and other expenses occurred after PV booking.
- Returnable and Non-Returnable Gate pass.



Sales & Marketing

- Inquiry
- Quotation
- Quotation Approval
- Sales Order
- SO approval
- Dispatch
- Performa Invoice
- Sales Invoice
- Sales Return
- Sales Register
- Sales follow up
- Price List



- Price List.
- Cost Estimation based on BOM and Job Card (based on Standard RM cost and Standard Process Cost and standard Job work cost by vendors). Keeping History of it against Sales Inquiry.
- Sales Inquiry – Product type and specifications with inquiry source detail, and lost or converted with reason.
- Sales Quotation along with amendments & Approvals. Lost reason wise analysis against Sales person.
- Sales Quotation Follow up and pending follow-up report.
- Sales Order booking with approval.
- Dispatch Planning against Sales Order and Dispatch Memo to Store and not available stock is shown to Production team.
- Dispatch Note.
- Performa Invoice and its approval.
- Invoice generation with all taxes.
- Commercial invoice generation with account details.
- Sales Return.
- Reports for Marketing and sales,. Sales Register. Product wise,. SR wise, Area wise.
- Order pending report – For Invoice, for Dispatch / Packing Slip.
- Item group and Sub Group wise Sales analysis.



Inventory Management

- **Indent**
- **Requisition sleep**
- **Issue**
- **Consumption**
- **Stock Adjustment**
- **Wastage settlement**
- **MLN wise ans
batch wise stock**
- **Age wise Analysis**

- Items technical specification wise search, filtration and binding on Transactions.
- Company, Division and Location Wise Inventory handling, stock report and other detailed reports.
- Transaction and internal Unit of measurement (UOM) handling in Purchase and Sales Cycle and on Stock reports.
- Each and every Inventory Transaction is MLN (Material Lot Number) wise and Batch number wise.
- Inventory calculation.
- Location wise stores valuation & closing stock.
- Inventory Reports, Stock Ledger, Stock Summary as per Item grouping and sub grouping with rate and amount.
- Issue, Wastage and Consumption Entry.
- Issue, Wastage and Consumption registers.
- Back tracking of any material up to Supplier, vendors bill number and GRN number along with batch number.
- Material booking against work order. Material booking and release facility against “Purchase and Production planning”.
- Material Requisition- From any department and Issue of material against it, - user wise.
- Store indent from Production department – work order wise.
- Inventory at Vendor Location can be taken from System.
- Automatic Costing of each material produced.



System Administration and Control

- **Group Wise and Order Wise Rights**
- **Division wise user Rights**
- **Module wise P.C Control**
- **Company Master**
- **Division Master**
- **Item Master**
- **Supplier Master**
- **Currency Master**
- **Year-End Utility**
- **Transfer Utility**

- **USER MANAGEMENT**
 - User creation with password and other details.
 - User can change his own password.
 - User group creation.
 - User group wise Rights allocation for each and every form for add, edit, view, delete, print and approval and Disapprovals.
 - Company and Division wise rights.
 - PC wise Module control.
 - Voucher type wise rights on specific forms of Accounts.

- **ITEM MANAGEMENT**
 - Technical specification wise item creation.
 - Category and sub category wise item generation.
 - Multiple measuring units (UOM).
 - Reorder level.
 - User can upload and view item picture.
 - Item wise document attachment.
 - Different types of items can be created like asset, raw material, purchase, service and non-inventory

Here you can manage your Item wise approved vendor, customer and consignee details like contact, emails, department wise details and other details as per ISO format, and also add premises and location of your stores.



Human Resources

- Leave Application, Approval, status and balance.
- Over time calculation.
- Shift Master, Department wise Shift Scheduling.
- Multiple Week Off and shift rotation period can be defined.
- Employee type wise parameter binding for flexibility programmable. Required for Late coming, early going, Lunch hours, minimum time required for presence or half day, for over time and compensatory off, punch required or not etc.
- Division, Department, Designation, salary earnings and deduction master.
- Employee personal and official details.
- Leave management, Leave and rules can be programmable employee wise.
- Approvals and recommendations are programmable.
- Week Off, Holidays programmable, Week Off change request and swap facility.
- Daily processing of Punch data to decide present and absent and many other things.
- Exception handling of punches.
- Tours and On Duty intimations and their approval.
- Monthly pay slip – auto and Manual.
- PF register, EPF, ESIC and professional tax register.
- Government statutory reports such as 3A, 6A and 12 A etc.
- Salary registers.
- Bank Payment transfer report for direct payment transfer.
- Payment vouchers and approvals.
- Integration with any sort of punching machine.
- Late In and Early going reports from the system.
- Total number of works calculation based on punches and as per policy defined.



Document Management System

It has Built-in feature with ERP for Document, save, access, flow and management with access rights.

- Document can be attached with any ERP transaction or Master.
- ERP transaction / master name, transaction number, date, subject (predefined for transactions).
- ERP module will be automatically become document type. Transaction name will become document sub type; transaction number will become reference number.
- Document can be attached by DOCUMENT button on each form. The related details will be taken automatically by system.
- One transaction document can be seen on other concern transaction.
- Document attached with Item like Design document, specification document, safety document can be seen as and when required after selection of that Item on that form.
- Authority of document view will be as per authority of transaction access to the user.
- Multiple documents can be attached for same reference. System will preserve it as an additional version of that document (Version Control). User can not delete any document once it is attached. Only super admin can remove from different form given for Document management.
- Separate DMS module to access document as per authority. Same document attached in ERP can be viewed / managed.
- Transaction print out can be attached automatically, if configuration is done.





306, Shangrila Arcade, Shyamal Cross Roads,
100ft Road, Satellite, Ahmedabad : 380015
Mobile: +91 8511155666
E-mail: sales@meekasoft.com , info@meekasoft.com
Web: www.meekasoft.com