

CoolWorks is an integrated procurement system with powerful projects proposal management, contracts management, recruitment, engagement, timesheet, invoicing and payment management features.

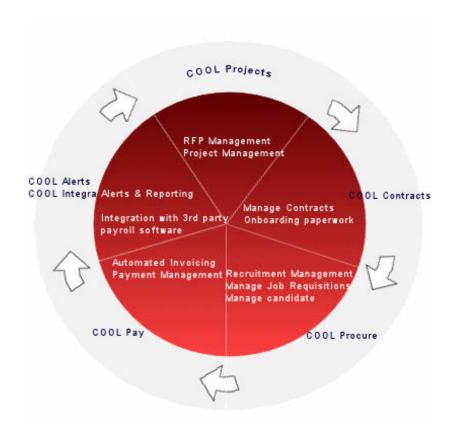


Figure 1: Integrated Procurement Management System

Why CoolWorks?

- ♣ RFP Management with Cost and Technical evaluation of proposals.
- ♣ Manage contracts & get alerted on contract expiration and many more important alerts.
- Recruitment management integrated with job boards.
- ♣ Automated timesheet integrated with payroll software.
- Powerful E-mail blast feature to vendors, candidates with opt-out feature.

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CoolWorks Features

COOL Projects

- ♣ Add new projects, timelines, Milestones.
- ♣ Ability to Publish the RFP on company site and Email interested parties
- ♣ Add Qualifying Criteria for Vendors
- ♣ Add Further Technical and evaluation criteria
- Add Cost Criteria.
- ♣ Ability to add Percentage for the cost Versus execution
- Ability for vendors to upload RFP responses
- ♣ Response tabulation and reporting

COOL Contracts

- **♣** Create and confirm contracts
- ♣ Ability to convert the details from Project module to SLA-Service level agreements.
- Develop Contract wording on Milestones.
- → Ability to confirm Contracts online.
- ♣ Storage and retrieval of Contracts
- ♣ Store executed Contracts
- ♣ Alert on contracts that are going to expire soon.

COOL Procure

Requisition Management

- ♣ Requisitions are approved by procurement manager(s)/department heads.
- ♣ The system sends the requisition to (configurable) recruiters, vendors, candidates and posts on online job boards.
- ♣ The submissions are done by the vendors, recruiters, candidates directly into the system.
- Managers can evaluate these submissions based on cost and technical proposals.(if applicable)

Candidate Sourcing

- ♣ Candidate profiles can be created, searched and managed in the system. Word resumes can be uploaded.
- ♣ The system keeps all the resumes submitted so far.
- ♣ Security permissions can be configured on the candidate profiles on who can view and edit these and what sections are editable by whom.

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COOL Alerts - Alerts & Reports

- ♣ The system has a powerful reporting engine combined with alerts on upcoming/past due activities.
- ♣ Alerting system for sending Contract end dates in advance
- ♣ Alerting direct hire end dates on Work
- ♣ Alerts on Projects behind schedule
- ♣ Alerts on Payment authorization for Vendors
- ♣ Alerts on Timesheets and non submitted invoices

COOL Pay - Invoicing and Payment Module

- ♣ In cases where candidates are sourced through vendors, invoices can be submitted by vendors through the system.
- ♣ Upon approval, checks can be printed or wire transfer of the amounts can be done from the system.
- Payment System for Paying vendors depending on project completion and milestones
- → Payments based on Client payments
- ♣ Payments based on Contract terms
- ♣ Monthly reporting of pending payments
- ♣ Ability to post client payments from input Payment files

COOL Integra

- For Direct Hires and maintaining pay related data
- **♣** Reports to indicate profits on each resource
- ♣ Interface with leading payroll software like OuickBooks and ADP
- ♣ Ability to generate output files in excel, pdf or Comma separated format to load any payroll software

Time Reporting Module

- → All candidates on assignments/engagements can submit timesheet through the system.
- ♣ The timesheets are sent to managers who approve them.

Employee Maintenance

- ♣ The system has capability to keep track of employee details as well.
- ➡ The approved timesheets can be directly integrated with payroll software (for direct hires).

Engagement Management

- ♣ Once a candidate has been selected, the person will be automatically moved to the engagement system.
- ♣ Based on predefined checklist, contract paperwork will need to be uploaded to the system.

CoolWorks

We provide

- Dedicated onsite support during implementation.
- ♣ Customized solution for temporary staffing and full-time staffing/direct-hire.
- ♣ Solution for government and commercial organizations.
- ♣ Solution for staffing companies.

Benefits

- **♣** Quickly hire the right resources.
- Satisfy your customer through faster and efficient hiring processes.
- **♣** Significant cost and time savings.

Contact Us

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