

# HCF Accounting System Software

## RFP Requirements List:

- I. Accounting system required modules.
  - a. General ledger
  - b. Accounts payable
  - c. Accounts receivable
  - d. Reporting and Billing
  - e. Advanced Security
  - f. Bank Reconciliation'
  - g. Budget
  - h. Data Import/Expert
  - i. Form Designer
  - j. Allocation management
  - k. Fixed Asset
  - l. Purchase Order with Encumbrances
  - m. Payroll
- II. Vendor will install and create an Accounting system with modules required in Item I for ROPHCF.
- III. Data Migration Specification
  - a. Vendor will surgically extract, and Migrate ROPHCF historical data from SSA/HCF MIP Accounting system to HCF accounting system.
  - b. ROPSSA MIP Accounting system historical date must be kept intact.
  - c. Vendor will train HCF Accounting staff on all module processes
- IV. Remove Records from SSA systems.
  - ROPHCF historical records removed from ROPSSA system if required.
- V. Propose Annual maintenance contract for Accounting System Proposed.
  - Vendor proposal for yearly maintenance support and service.