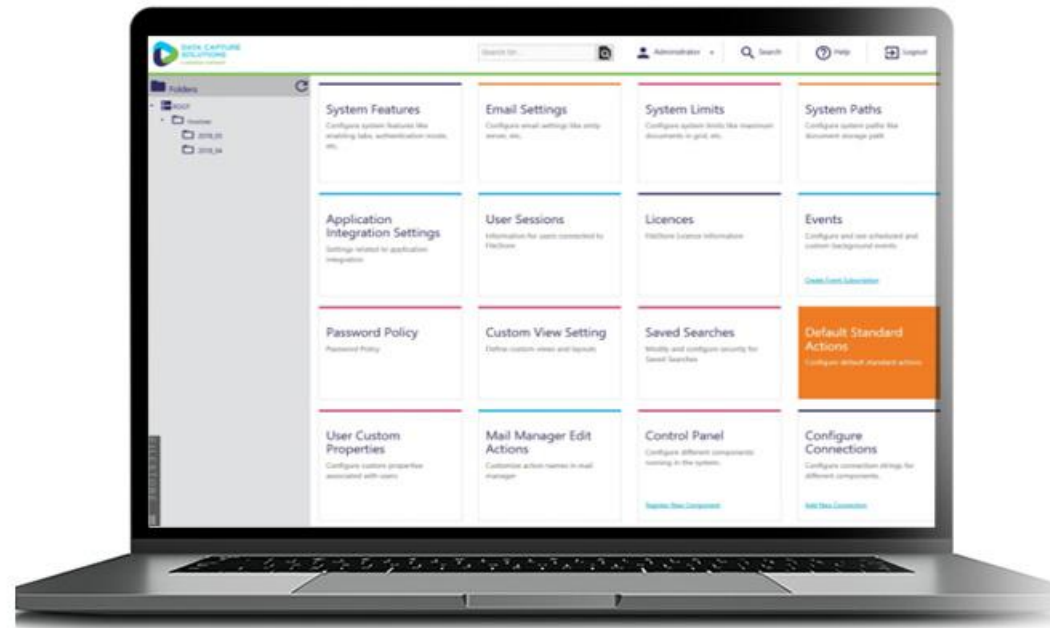




Quadient Digital Mailroom Bundle & FileStore

G-Cloud 15 Pricing Document

FileStore EDM and BPM



Quadient FileStore (specifically FileStore EDM) is a web-based Electronic Document Management system that securely stores, manages, and retrieves digital and scanned paper documents. It enables businesses to automate document-heavy processes, integrate with applications like Microsoft Office and SAP, and improve accessibility via a centralised repository.

Key Capabilities and Features

- **Document Management & Capture:** FileStore allows for the capture of data from paper (via scanning), email, mobile, and web sources. It supports a wide range of file types, ensuring all business documents are in one location.
- **Search and Retrieval:** The system provides a single, fast search interface to locate information across metadata, emails, PDF files, and CAD drawings.
- **Security & Compliance:** It offers secure, access-controlled storage at the folder and document level, facilitating regulatory compliance.
- **Workflow Automation (FileStore BPM):** Enables the design of automated workflows using drag-and-drop functionality, allowing for efficient, visual, and secure approval processes.
- **Integration:** Integrates with third-party applications, including Microsoft Office, SharePoint, SAP, Oracle, Salesforce, and Sage.

Benefits

- **Cost Reduction:** Minimizes the need for physical storage and reduces administrative time spent on filing and retrieving documents.
- **Efficiency:** Streamlines business processes, such as accounts payable, by reducing manual tasks.
- **Accessibility:** Provides 24/7 access to information, facilitating remote work.

Description	Core Module: Monthly Subscription Cost							
SaaS FileStore, Full Text Search, Change Control, Audit Log Search, MS Office Integration, 5 concurrent users inc basic setup & training	£350.00 + Vat							
Up to 1TB of total storage	£65.00 + Vat							
Import Module	£75.00 + Vat							
Active Directory Single Sign On Module	£75.00 + Vat							
Download Manager	£75.00 + Vat							
Packs of 10 concurrent users	£95.00 + Vat							
Professional service days charged at £1095.00 + Vat (Per day)								



Outsource your Mailroom

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- 1 Do you have a remote or home-based workforce?
- 2 Is your physical office becoming redundant?
- 3 Can you risk critical business communications falling through the cracks resulting in costly fines?

A missed piece of critical information can cost your business a lot.

Quadi^{ent} solves these problems by putting mail at your fingertips in a single, intelligent, and easy-to-manage solution.

Here is how Quadi^{ent}'s outsource document processing can help your remote worker access:

Learn about how our intelligent, easy to manage platform can work for your business.

Explore the various packages to fit your needs.





Mailroom Bundle includes:

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	Setup		Full Text Search
	Access to a fully hosted FileStore & MailManager Web-Based Application		3 CSV lookup data feeds Document Types, Recipients, Departments
	3 Keyed Index Fields (captured from first two pages) Document Type, Recipient, Department		Physical Document Retention (90 Days) Including secure destruction
	PDF + Text Output		Email Notifications Daily inbox notification
	5 FileStore Users (Concurrent / Named, Full / Read Only) & up to 100 MailManager users		1 Royal Mail PO Box
10GB	10GB Storage		Explore the various options and discuss your needs 

Digital Mailroom Bundle | Pricing



Digital Mailroom Bundle	Core Module: Monthly Subscription Cost	Additional Documents
• Access to FileStore • 5 Concurrent Users • 10GB Storage • 3 Index Fields • Full Text Search • 3 CSV lookup data feeds • Email notifications • £250 bureau credit • Setup	£1,000.00	£0.15 per image