



G-Cloud Pricing

Digital Mailroom

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Pricing Document

Restore's Digital Mailroom service is for inbound processing of mail items in both physical (via PO Box) and digital formats. Please refer to the Service Definition for a definition of the core service. Additional optional module packages are available on request.

On-Boarding

Description	On-boarding Charge Per Day	Supplier Terms of Offer
Technical (VPN configuration) and Training	£1000.00	Assumed to require: - 5 days for a Simple Mailroom configuration
Project Consultancy	£1000.00	

Subscription (SaaS) – Enterprise Mailroom

Volumetrics Based (Annually)	Price per unit	Supplier Terms of Offer
0 - 500,000	£0.25	The price per unit refers to a digital image which typically would be one side of a printed document or one email. If a document is double sided this would equate to two digital images.
500,001 - 1,000,000	£0.23	
1,000,000+	POA	

Additional Digital Mailroom Items

Item	Price per unit	Supplier Terms of Offer
Royal Mail PO Box	£500.00	Annual Charge per PO Box
Valuable Item Return	£5.00	Outsort and return of physical documents, excluding postage.
Hard Copy Retrieval	£7.50	Identification and retrieval of hard copy document (per item). Transport / Postage additional
Digital Cheque Banking	£1.50	Per Cheque – subject to access to Customer's digital banking
Metadata Capture per 1000 optical characters	£13.00	Data capture from digital images
Digital Mailroom Operator per Hour: Offsite at Restore Mailroom	£40.00	
Digital Mailroom Operator per Hour: Onsite at Customer Location	£50.00	Expenses not included
Digital Mailroom Supervisor per Hour: Offsite at Restore Mailroom	£55.00	
Digital Mailroom Operator per Hour: Onsite at Customer Location	£70.00	Expenses not included

Any further additional services will be agreed with each customer and pricing will be provided on application to match their needs.

All prices are subject to VAT

Minimum terms of 12 months applies