

CONTRACT

AGGREGATE BILLING (PRE V2.3.0.0)

BPO2 now accommodates **aggregate billing**.

Where the previous aggregate billing work-around was used, with **Aggregate Meter Definitions**, these contracts should now be reviewed and configured as described in the manual below.

Contracts cannot be configured for **aggregate billing** where the customer is **consolidated**.

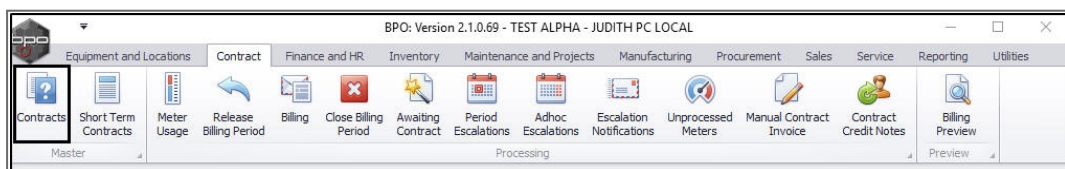
Fees - contract **item fees** are still charged / calculated separately.

Meters

- Meter min (minimum) billing is global per meter **type**.
- Each meter type should be configured with the same cost per copy charges on each machine on the contract.
- An aggregate billing contract only supports a single billing customer on meters.

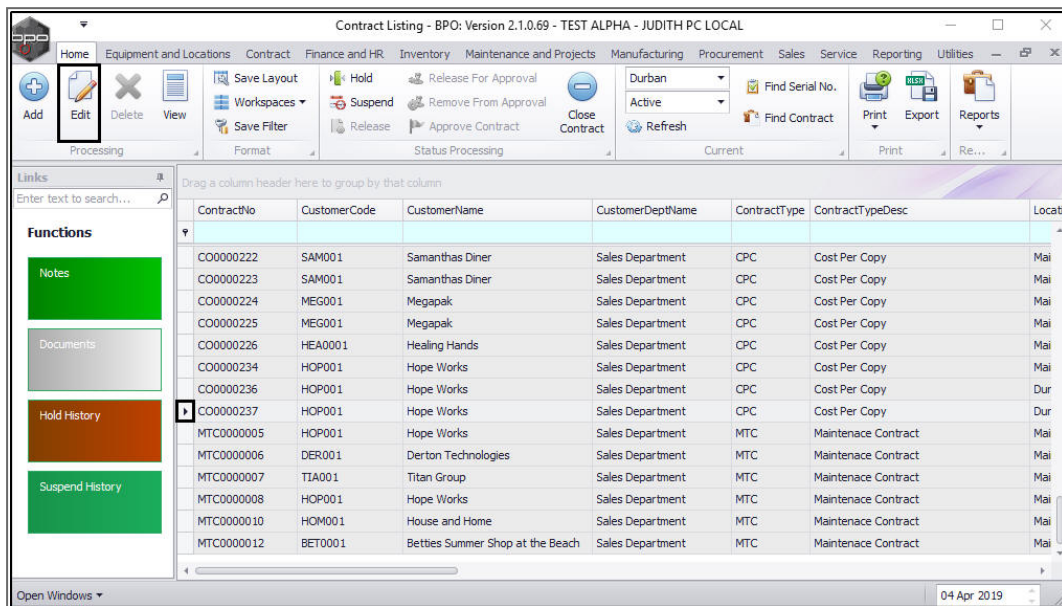
The Aggregate Billing flag can be found in the **Contract Info** panel in the **Add New Contract** screen (when creating a new contract) or the **Maintenance for Contract No.: []** screen (when editing an existing contract).

Ribbon Access: *Contract > Contracts*



The **Contract Listing** screen will be displayed.

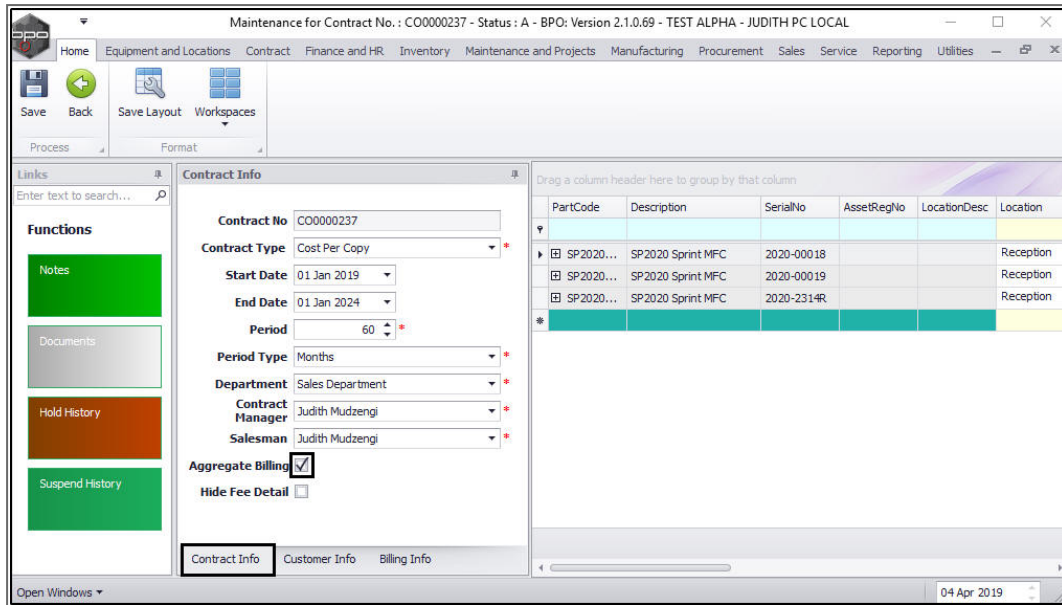
- Click on the **row selector** in front of the contract you wish to view.
- Click on **Edit**.



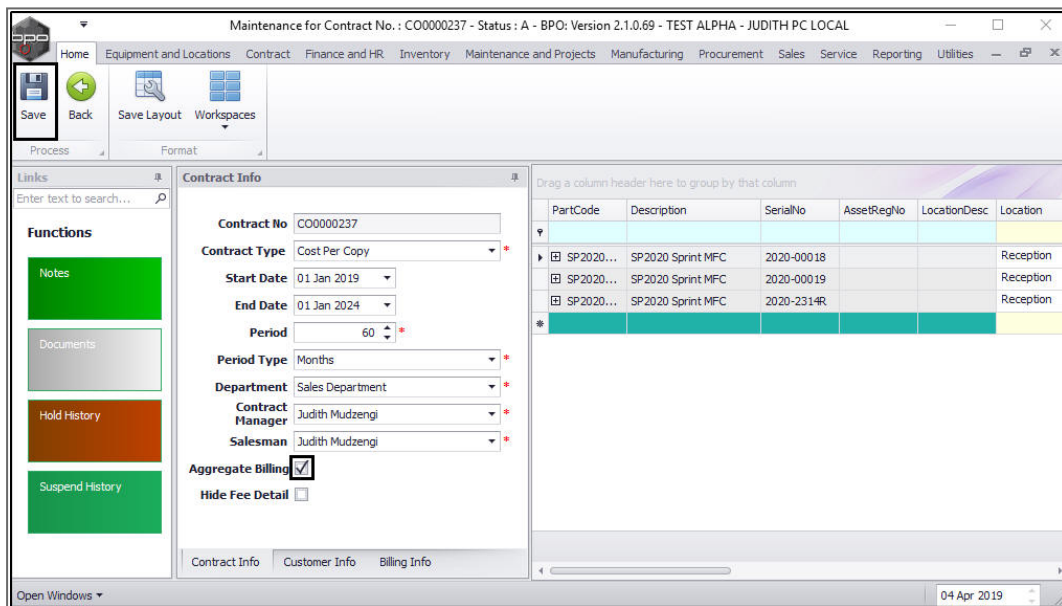
The **Maintenance for Contract No. : []** screen will be displayed.

THE AGGREGATE BILLING FLAG

- Click on the **Contract Info** tab and check whether the **Aggregate Billing** flag is selected.



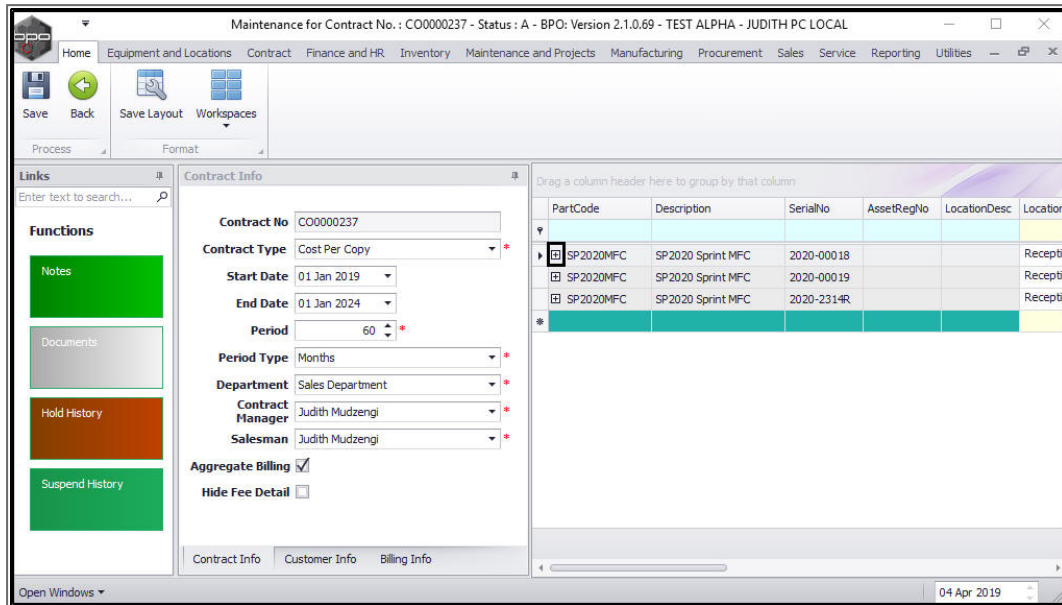
Note: If the Aggregate Billing flag is not selected, select it and click on **Save**.



THE ITEMS FRAME

In the *Maintenance for Contract No.:* [] screen,

- Click on the **expand** button in the row of a **Part Code** linked to the contract.



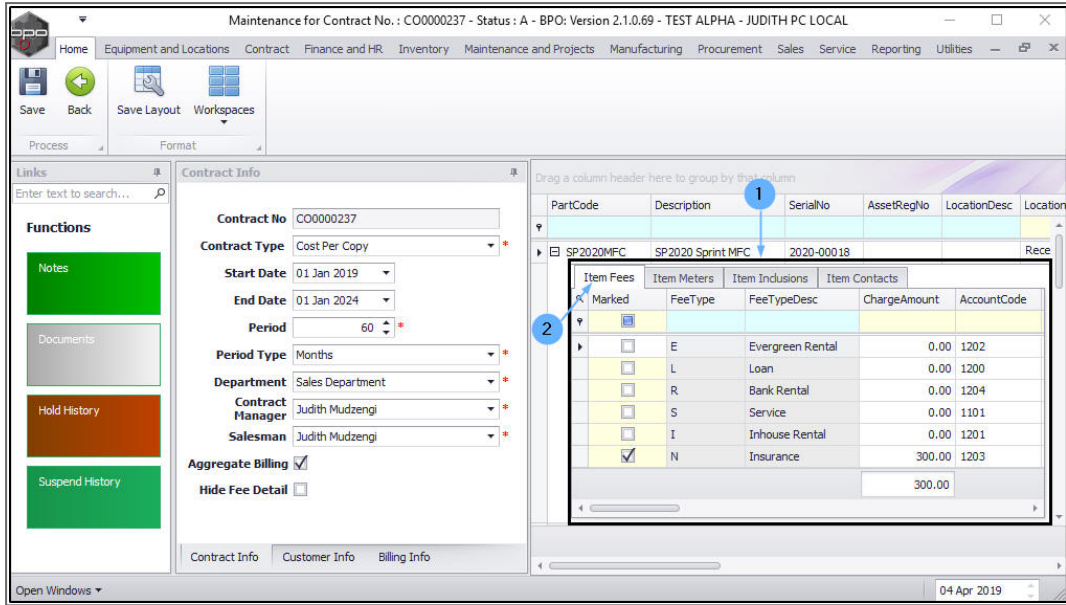
The **Item** frames will be expanded.

1. Here you can view details of the:
 - **Fees**
 - **Meters**
 - **Inclusions** and
 - **Contacts**

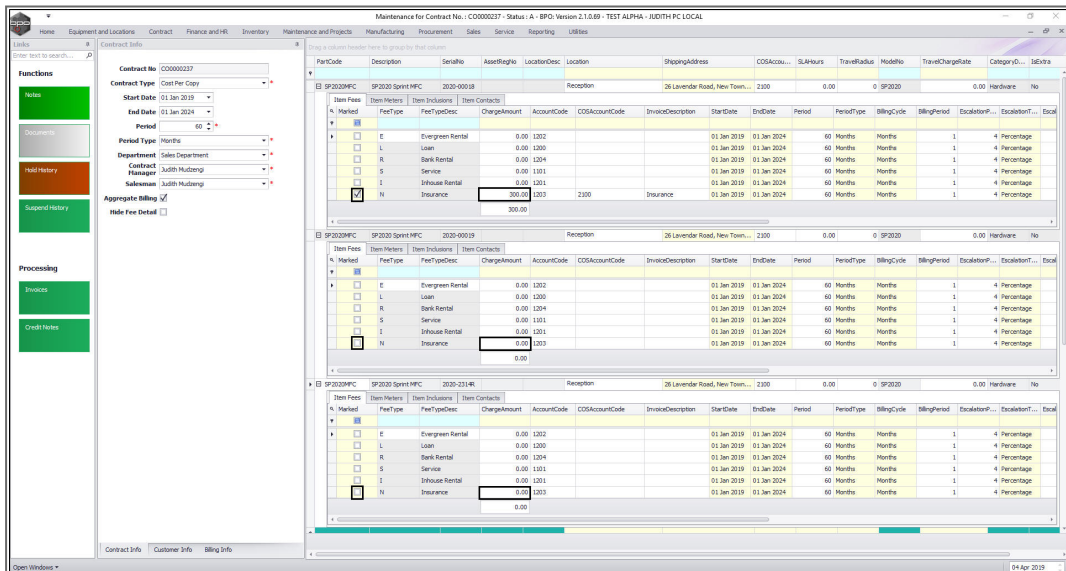
linked to the selected item.

ITEM FEES

2. Select the **Item Fees** tab.



- If you have **1** global fee to charge for all machines, then link that fee to the **first** machine on the contract.
 - In this example, the customer will be billed a **R300** insurance fee for **all three** machines on the contract but only the **first** machine contains the Insurance amount.

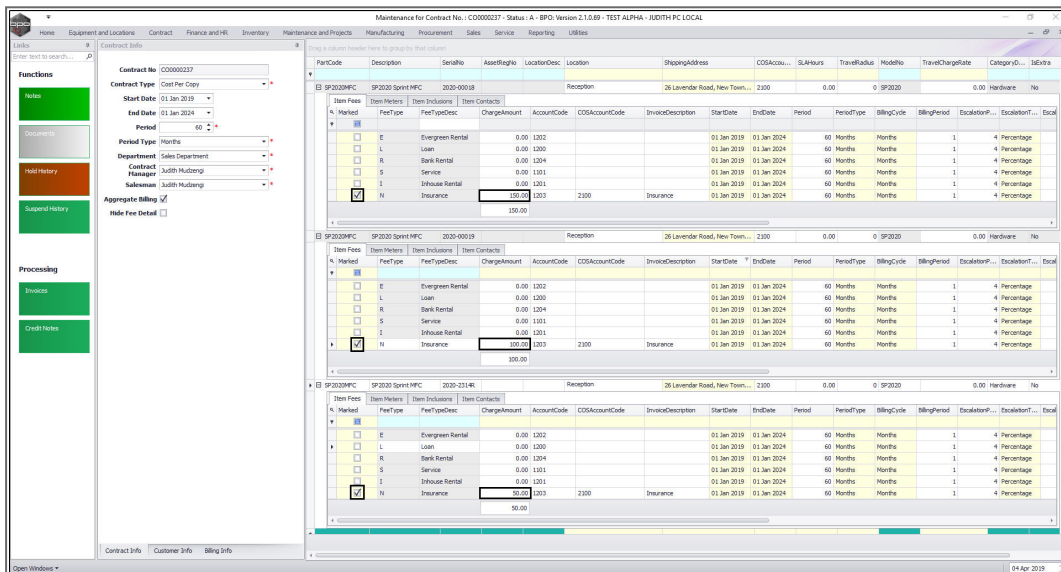


- If each machine has its own insurance charge, then linked those fees accordingly.

For example;

- Serial No: **2020-00018** the charge is **R150**
- Serial No: **2020-00019** the charge is **R100**
- Serial No: **2020-2314R** the charge is **R50**

This will bill the client **R300** in total, but this charge will be **split** per machine.



ITEM METERS

Example:

1. **Mono:**
2. **Min Billing** : R500 (for all three machines)
2. **Min Quantity** : 3000 copies (across all three machines)
3. **Copy Charge** : 5c after total usage of 3000 (across all 3 machines)

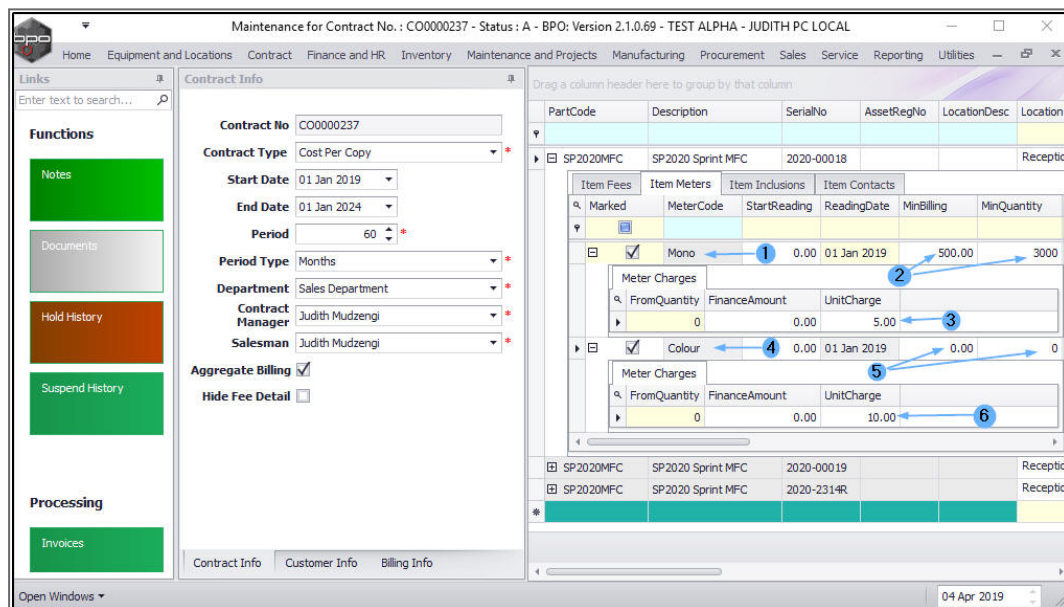
4. Colour:

5. No **Min Billing** or Free Copies
6. **Copy Charge:** 10c

The configuration must be exactly the same on each machine:

- For serial no.: **2020-00018**

1. **Mono Meter**
 2. **Min Billing:** R500, **Min Qty:** 3000
 3. **Copy Charge:** 5c
4. **Colour Meter**
 5. **Min Billing:** 0, **Min Qty:** 0
 6. **Copy Charge:** 10c



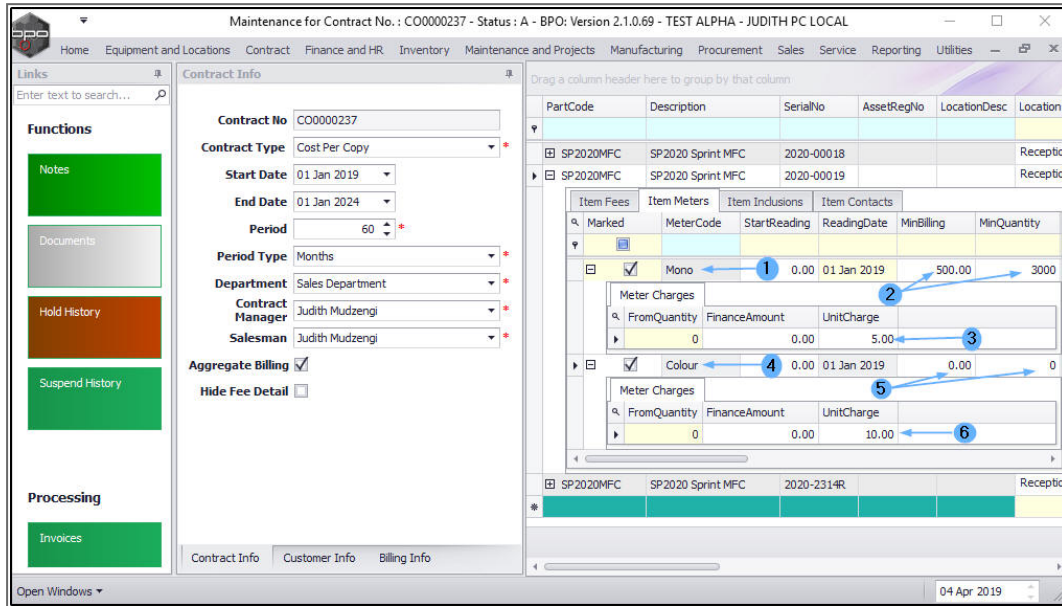
- For Serial No.: **2020-00019**

1. **Mono Meter**
 2. **Min Billing:** R500, **Min Qty:** 3000
 3. **Copy Charge:** 5c

4. Colour Meter

5. Min Billing: 0, Min Qty: 0

6. Copy Charge: 10c



- For serial no.;2020-2314R

1. Mono Meter

2. Min Billing: R500, Min Qty: 3000

3. Copy Charge: 5c

4. Colour Meter

5. Min Billing: 0, Min Qty: 0

6. Copy Charge: 10c

Maintenance for Contract No. : CO0000237 - Status : A - BPO: Version 2.1.0.69 - TEST ALPHA - JUDITH PC LOCAL

Home Equipment and Locations Contract Finance and HR Inventory Maintenance and Projects Manufacturing Procurement Sales Service Reporting Utilities

Links
Enter text to search...

Functions

Notes

Documents

Hold History

Suspend History

Processing

Invoices

Contract Info

Contract No: CO0000237

Contract Type: Cost Per Copy

Start Date: 01 Jan 2019

End Date: 01 Jan 2024

Period: 60

Period Type: Months

Department: Sales Department

Contract Manager: Judith Mudzengi

Salesman: Judith Mudzengi

Aggregate Billing:

Hide Fee Detail:

Drag a column header here to group by that column

PartCode	Description	SerialNo	AssetRegNo	LocationDesc	Location
SP2020MFC	SP2020 Sprint MFC	2020-00018			Reception
SP2020MFC	SP2020 Sprint MFC	2020-00019			Reception
SP2020MFC	SP2020 Sprint MFC	2020-2314R			Reception

Item Fees	Item Meters	Item Inclusions	Item Contacts										
Marked	MeterCode	StartReading	ReadingDate										
<input checked="" type="checkbox"/>	Mono	0.00	01 Jan 2019										
<table border="1"> <thead> <tr> <th>FromQuantity</th> <th>FinanceAmount</th> <th>UnitCharge</th> <th>MinBilling</th> <th>MinQuantity</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0.00</td> <td>5.00</td> <td>500.00</td> <td>3000</td> </tr> </tbody> </table>				FromQuantity	FinanceAmount	UnitCharge	MinBilling	MinQuantity	0	0.00	5.00	500.00	3000
FromQuantity	FinanceAmount	UnitCharge	MinBilling	MinQuantity									
0	0.00	5.00	500.00	3000									
<input checked="" type="checkbox"/>	Colour	0.00	01 Jan 2019										
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0	0.00	10.00	0.00	0									

MNU.112.052

