

To,

Client: Benson polymers limited

To: Mr. Vipul Jain, Mr. Rohit Jain

From: Mr. Adish Jain – Shivit Technologies Pvt Ltd

Date: 17 July 2025

Subject : Business Requirement Document (BRD)

1. Business Background

The client is in the business of manufacturing and distributing glue (adhesive) products with the following infrastructure:

- 1 Warehouse (Godown) in Delhi – Primary dispatch and invoicing point.
- 1 Factory in Sikandarabad – Bulk manufacturing of adhesives in 20kg containers.
- 1 Factory in Dasna – Responsible for tube packaging (30gm, 40gm, 50gm), master carton packing, and sending FG to the Delhi godown.
- Third-Party Vendors – Handle some Job Orders (production + packing + processing) with or without material supplied by the client. Finished goods go to the Delhi godown.
- Pan-India Distributor Network – Includes territory-wise distribution (e.g., Punjab, Delhi).

Problem Identified: Cross-territory sales by distributors, particularly cases where one region's distributor (e.g., Punjab) sells into another's territory (e.g., Delhi). The business needs a solution to track product movement and ensure territorial discipline.

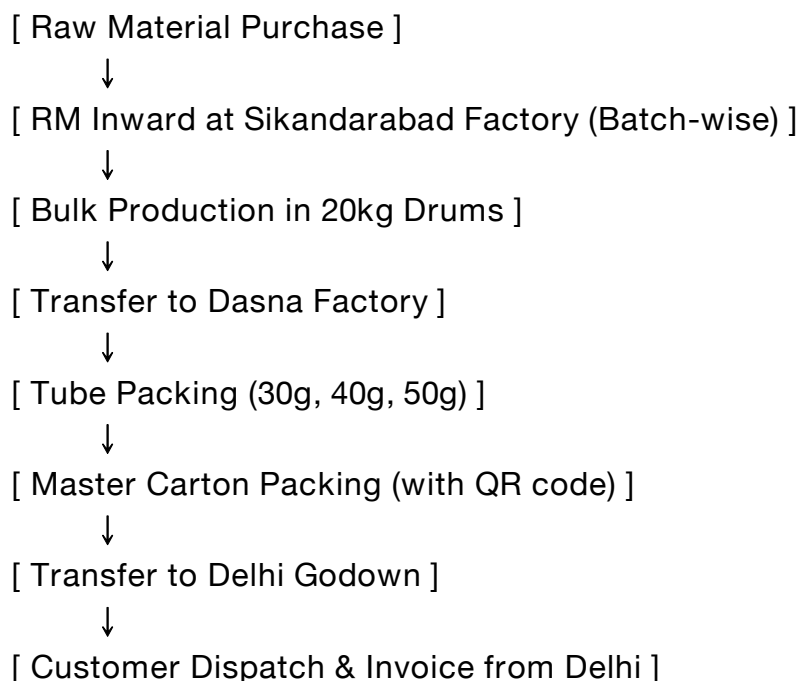
2. Objective of ERP Implementation

Implement a centralized ERP system to manage:

- Sales & Distribution
- Production & Job Work
- Inventory & Warehouse Management
- QR Code-based traceability of Finished Goods
- Purchase Planning
- Material Movement (Inward/Outward, Batch-wise)
- Territory Violation Control via QR code tracking

3. High-Level Workflow

Manufacturing & Distribution Process Flow



Job Work (Alternate Flow)

[Job Order Issued to Vendor]



[Raw Material Supplied (if applicable)]



[Vendor processes, packs as per instructions]



[Finished Goods received at Delhi Godown]

4. Module-wise Features & Requirements

4.1 Sales Module

Key Features:

- Sales Order (SO) creation
- Dispatch planning (as per SO)
- Invoice generation (GST compliant)
- Customer database with territory mapping
- Sales reports & profitability analysis

Special Customization:

- Check scanned QR code (customer-end) against invoice & territory to catch cross-region sales.

4.2 Purchase Module

Key Features:

- Purchase Requests based on MRP
- Supplier Management
- Purchase Order (PO) generation
- GRN with batch number tracking
- Rate contract & supplier comparison reports

4.3 Inventory Module

Key Features:

- Inventory across 3 locations (Sikandarabad, Dasna, Delhi)
- Stock classification as RM, SFG, FG
- Batch-wise inward/outward tracking
- Stock valuation (FIFO, weighted average)
- Alerts for re-order levels
- Inter-plant stock transfer management

4.4 Production Module

Key Features:

- Make to Stock / Make to Order
- BOM creation & maintenance
- Material Issue to Production (Batch-wise)
- Production Order lifecycle tracking
- Output recording with yield analysis
- FG inward at Dasna after tube/carton packing

Special Flow:

- Sikandarabad produces in 20kg
- Dasna does tube and master box packing

4.5 Job Work Module

Key Features:

- Job Order issuance (with/without RM)
- RM tracking (if supplied)
- Job Work inward (FG) at Delhi
- Cost tracking & vendor reconciliation
- Tally-ready reports for accounting

4.6 Barcode / QR Code Module

Key Features:

- Unit QR Code: On each tube
 - Batch No
 - Production Date
 - Invoice No
 - Customer Details
- Master Carton QR Code:
 - Contents summary (qty & batch)
 - Packing date
- QR Scan Log: For every distributor & internal scan
 - Logs region, time, user (mobile app integration)
 - Helps trace territory breach

4.7 MRP (Material Requirement Planning)

Key Features:

- MRP run based on SOs & FG stock
- Automatic PR/PO suggestion
- Lead time & buffer stock configurations

4.8 Gatepass & Dispatch Module

Key Features:

- Dispatch scheduling
- Vehicle gate pass generation
- Link with delivery challans
- Real-time dispatch dashboard

5. Reporting Requirements

- Daily Production & Packing Report
- RM Consumption vs Production Yield
- Batch Traceability Report
- Distributor-wise Sales & Breach Alerts
- Stock Position Report (multi-location)
- Job Work Performance & Reconciliation

6. Key Business Rules

- Every FG must carry unique QR Code
- Sales can be executed only from Delhi godown
- Batch number mandatory at each stock movement
- All Job Work receipts must match PO specifications
- Distributor codes mapped to geographic territories
- SOs must validate distributor code with region of invoice

7. Future Scope / Optional Enhancements

- Mobile App for scanning QR codes and checking product history
- Dealer Portal to manage stock, orders & complaints
- Integration with logistics partner APIs (e.g., Delhivery, BlueDart)
- Geo-fencing for distributor territories

8. Assumptions & Dependencies

- Client will provide master data (item codes, BOMs, distributor mapping)
- QR Code design standards will be finalized before implementation
- Internet connectivity is available at factory and godown for syncing data
- Barcode/QR printers and scanners are to be procured by client or as part of project scope

9. Conclusion

This ERP implementation will streamline production, ensure traceability, manage inter-factory workflows, and control sales discipline across distributor networks. The customized modules, especially around QR code and job work, are essential to fit the client's specific manufacturing and sales processes.

1. Required Data Sets:

- Sales Data:
 - Past Sales Orders, Invoices
 - Customer master details (with territory/distributor mapping)
- Purchase Data:
 - Purchase Orders
 - Supplier details
 - GRN records
- Bill of Materials (BOM):
 - For all products including tube sizes, master cartons, and bulk items
- MRP/Planning Data:
 - Existing reorder levels, lead times
 - Historical consumption trends
- Daily Production Records:
 - Production output logs from Sikandarabad and Dasna
 - Yield reports, batch numbers
- Inventory Data:
 - Opening balances (RM, SFG, FG)
 - Location-wise stock details (Sikandarabad, Dasna, Delhi godown)
- Stock Transfer Records:
 - Inter-plant transfer logs
 - Job work material issues and receipts

- Dispatch & Logistics Data:
 - Dispatch records with vehicle details
 - Gate passes and transporter details

Purpose of Data Collection:

- To align the ERP system's master configurations, processes, and reports with the client's actual working methods.
- To identify gaps and improve process standardization before ERP go-live.
- To facilitate smooth migration and avoid disruption during the transition.

Best Regards,

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