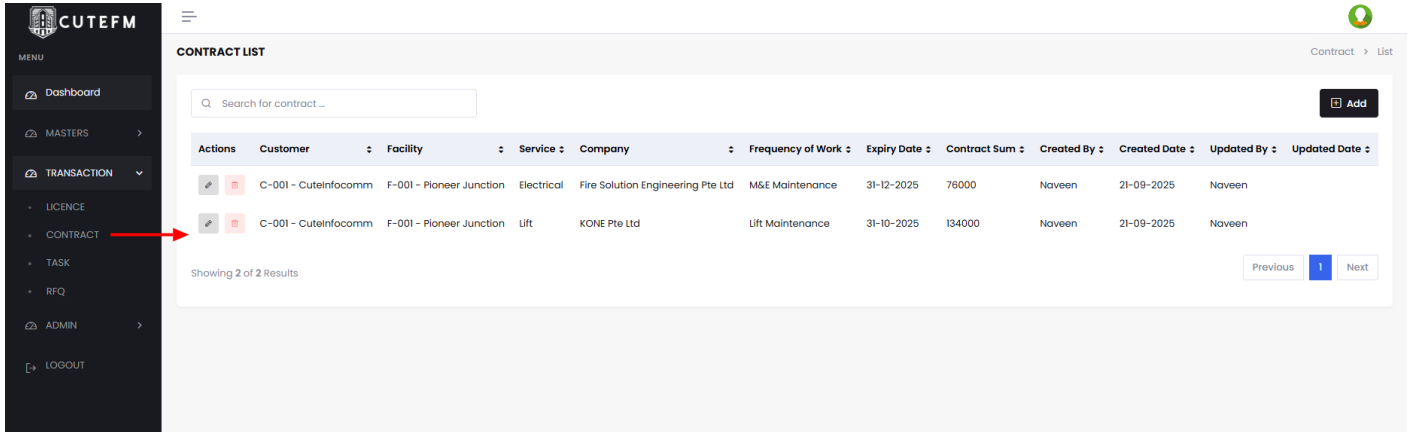


# Contracts Management

Each facility will have many contracts under the management and needs to be managed on time.

Click Contracts to manage it



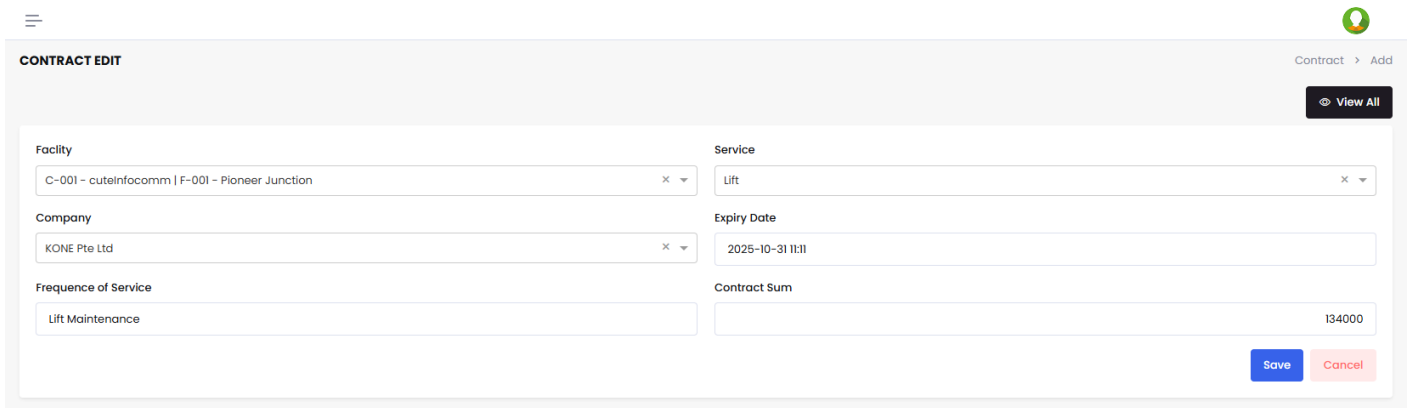
The screenshot shows the CUTEFM web application interface. On the left is a dark sidebar menu with options: Dashboard, MASTERS, TRANSACTION (expanded), LICENCE, CONTRACT (highlighted with a red arrow), TASK, RFQ, ADMIN, and LOGOUT. The main content area is titled 'CONTRACT LIST' and features a search bar, an 'Add' button, and a table with the following data:

Actions	Customer	Facility	Service	Company	Frequency of Work	Expiry Date	Contract Sum	Created By	Created Date	Updated By	Updated Date
	C-001 - Cuteinfocomm	F-001 - Pioneer Junction	Electrical	Fire Solution Engineering Pte Ltd	M&E Maintenance	31-12-2025	76000	Naveen	21-09-2025	Naveen	
	C-001 - Cuteinfocomm	F-001 - Pioneer Junction	Lift	KONE Pte Ltd	Lift Maintenance	31-10-2025	134000	Naveen	21-09-2025	Naveen	

Below the table, it says 'Showing 2 of 2 Results' and includes 'Previous', '1', and 'Next' navigation buttons.

Click Add

Here there are two lists Service and Company which requires to be added in the master data to be maintained.



The screenshot shows the 'CONTRACT EDIT' form in the CUTEFM application. It contains several input fields for editing contract details:

- Facility:** C-001 - cuteinfocomm | F-001 - Pioneer Junction
- Service:** Lift
- Company:** KONE Pte Ltd
- Expiry Date:** 2025-10-31 11:11
- Frequency of Service:** Lift Maintenance
- Contract Sum:** 134000

At the bottom right of the form are 'Save' and 'Cancel' buttons. A 'View All' button is also visible in the top right corner of the form area.

To add the Service and Companies, Go to Admin - > Other Types Menu

**OTHER TYPE LIST**

Search for other type...

**Add**

Actions	Name	Code	Created By	Created Date	Updated By	Updated Date
	Service Type	Electrical	Naveen	21-09-2025		
	Service Type	Lift	Naveen	21-09-2025		
	Service Type	PEST Control	Naveen	21-09-2025		
	Task Type	Renewal	J Navaneethan	01-08-2025		
	Company	Mech-Power Generator Pte Ltd	daintreeresidence	01-07-2025		
	Company	Reflex-O Recreations Pte Ltd	daintreeresidence	01-07-2025		
	Company	Anticimex Pest Management Pte Ltd	daintreeresidence	01-07-2025		
	Company	Yi Wee Pools Pte Ltd	daintreeresidence	01-07-2025		

Showing 8 of 16 Results

Previous 1 2 Next

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Click Add

Select Service Type and Add the service such as Pest Control etc and Save.

**OTHER TYPE EDIT**

Othertype > Add

**View All**

Name: Service Type

Code: Enter your code

Code is required.

**Save** **Cancel**

Similarly Select Company and enter the company names one by one and save.

**OTHER TYPE EDIT**

Othertype > Add

**View All**


Name: Company

Code: Enter your code

Code is required.

**Save** **Cancel**

Add Contract

≡ Contract > Add 

**CONTRACT EDIT** [View All](#)

<b>Facility</b> C-001 - cutelInfocomm   F-001 - Pioneer Junction	<b>Service</b> Lift
<b>Company</b> KONE Pte Ltd	<b>Expiry Date</b> 2025-10-31 11:11
<b>Frequency of Service</b> Lift Maintenance	<b>Contract Sum</b> 134000

[Save](#) [Cancel](#)

Now Select Service and company and enter the expiry date.

Enter frequency of service and enter contract sum value.

Click Save to create and maintain new contracts.

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Revision #2

Created 21 September 2025 03:11:50 by Jnaveen

Updated 21 September 2025 11:31:11 by Jnaveen