V BARQEE
Concept to Reality

Date: May 05, 2020.

Quote #   20-05-0010

Service Provider	Customer
Mr. Aamir Hussain Mr. Asad Nisar Awan Contact Info: +92 321 4943016 Email: chughtaiah@barqee.com Email: asad.awan@barqee.com	Mr. Irfan Ullah Mr. Kamran Ali

Product Description:

Website Development – 01ea

Project Kick Off Meeting Minutes:

In reference to our final project kick off meeting on May 02, 2020, the following agreements have been agreed between participants:

- Domain Registration: Client Responsibility
- Web Hosting: Client Responsibility
- Service Agreement: Category 05 (One-time payment with 03 revisions)
- Project Timelines: 1.5 Months from the day of Initial Payment
- Project Delivery: Updates will be shared every Saturday 9pm Pakistan Standard Time.

Detail scope of project has been provided in Appendix A

Special Notes and Instructions		
	Subtotal	
	Discount	
	Tax	
	Shipping and Handling	
	Total	

Please confirm your acceptance

Date and Name	Signature

Thank you for your business

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Project Scope (Appendix A)

The finalized scope of project as discussed with customer is as follows:

- The design and function of the website should match https://hhrd.org. It would not be an exact replica of this website, infact, it should have the functionality matching this website.
- The focus of the project will be on design and functionality of the website. Content of the website will be updated later by client. It has been communicated to client that the updating interface will not be very simple. It would require to navigate between different windows and pages. Proper training will be provided, once, to the client to properly update content. It has also between offered to client that the developers can provide them with a complete website if contents are provided to us, in order to avoid future mess ups.
- No shopping cart/ payment system/ donation system is required. 'Donate Now' button will simply navigate to a page where detail of donations will be listed.
- Zakat page without Zakat calculator will be added.
- Sign in will be provided where Audit reports will be available to see.
- Website will be Mobile and Tab compatible.
- Admin Panel will be provided.
- Email Accounts for users will be created. Three users have been provided i.e., admin@teachmynation.org, kamran.ali@teachmynation.org, and irfanullah@teachmynation.org will be configured.
- The Main Pages will be Home, News, About, Campaigns, Programs and Sign in.
- News and About will have 10 pages as listed in hhrd.org. For campaigns and programs, 02 pages with different functionalities will be added as reference.
- Social Media integration will be provided as an Add-on.
- Any other points, if any, which does not affect the design, functionality and performance of the website will be treated as Add-ons and will be evaluated on need basis.