Detailed Proposal for

"Design and Development of GBT Software Transformation Solution"



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1. Executive Summary

Aayan India is an ISO 27001 certified company headquartered at Lucknow with Development centers across India in Ludhiana, Chandigarh, Saudi Arabia and Germany with a team of 250+ in-house professionals. We are a leading Mobile app development, Website Development and Digital Marketing service provider.

2. Few Advantages of using Aayan India

- Quick Response Time
- Specialized team Certified Professionals
- Proven Track Record
- SLA Based agreements
- Specialized and focused service area
- Agile Methodology
- World class infrastructure

3. Project Overview

Proposed project comprises the design and development of GBT Software.

The project aims to develop a web-based software application for GBT (Global Business Tools) to convert their manual-type business educational tool into a fully digitized version. The software will replace the current delivery method using PowerPoint, flip charts, and whiteboard with a more efficient and user-friendly system. The software will facilitate the GBT Action Management Plan, a two-day program designed to improve business efficiency and worker satisfaction by overhauling the entire business through core function analysis and improvement suggestions.



Project Scope and Deliverable Components

This project scope comprises the design of the following components to deliver:

- Web-based Software Application: A fully functional software application meeting the specified requirements.
- User Interface (UI) Design: An intuitive and user-friendly interface for both administrators and department managers.
- User Management System: The ability to create, manage, and authenticate user accounts for administrators and department managers.
- Profile Management: Functionality for administrators to view and edit department manager profiles, including personal details and core functions.
- Core Function Management: A system for department managers to add,
 edit, and approve core functions, with notifications for pending changes.
- Calendar Integration: A built-in calendar feature for tracking and visualizing core function deadlines.
- Export Functionality: The ability for administrators to export printable lists of information from department manager profiles.
- Notifications: Email or in-app notifications for department managers and administrators regarding pending changes and approaching deadlines.
- Business Objectives: A section for administrators to enter and update company goals and objectives, automatically added to department manager profiles.
- Reporting and Analytics: Reporting features to track business efficiency, improvements, and budget vs. actual targets.
- Maintenance and Support: Ongoing support, troubleshooting, and maintenance on a fee-for-service basis.
- Documentation: User-friendly instruction tutorial manual in English.



4. Project Estimation

Proposed quote is \$ 23,400 only and total efforts estimate would be 125 Business days. On your approval and confirmation, we will be working on project delivery schedule on the basis of our resources allocation plan.

- ** 4% of Credit Card fee will applicable in case of payment via Credit Card.
- ** No Additional payment processing fee will be applicable if payment is processed through Bank Wire Transfer.
- ** The cost is estimated on the basis of high level requirements however theremay be a variation of + 10% based on the final requirements freeze.

5. Technologies

Development Phases		Tools & Technology
Requirement Analysis, Proposal Drafting, SRS writing and Wire framing		 MS Office Word 2023 MS Office Visio 2023 MS Office Power Point 2023 Axure
Development	Web Panel	> PHP
	Backend Panel	➤ Node.js
Quality Assurance& Testing		Test Cases & Plans – MS Office Word 2023Testing – Manual

6. Commercials and Payment terms:

S.N	Tasks	Amount
1	Upfront Payment – Prior to kick off the Project	7,800 USD
2	On Design Completion and Beta Release	7,800 USD
3	On Final Completion	7,800 USD
	Total Quote	23,400 USD Only



7. Scope of Work

The proposed software will consist of two main components: the GBT Action Management Plan and the GBT Software. The GBT Action Management Plan is a two-day program aimed at improving business efficiency and worker satisfaction. The GBT Software will support the program by providing administrative and department manager functionalities.

2.1 GBT Action Management Plan:

 The software will facilitate the following activities during the two-day program:

Day 1:

- Introduction to the program
- Illuminating business objectives
- Department Managers login to their profiles
- Listing all core functions

Day 2:

- Hot seat sessions
- Review of agreed-upon core function improvements
- Closing remarks and thank you

2.2 GBT Software - Key Features:

 The GBT Software will provide the following features for administrators and department managers:

Admin Features:

- Creation of profiles for Department Managers (up to 12) with unique logins and temporary passwords
- Company Objectives section to be displayed on all DM profiles



- Viewing and editing of information within DM profiles
- Approval process for changes made to the Core Functions section
- Exporting printable lists of information from DM profiles
- Department Manager Features:
 - Secure login with the ability to change passwords
 - o Personal details section
 - Core Function section for adding and managing roles
 - Option to accept or reject changes made by the Admin to the Core Function section
 - Access to the calendar for viewing new Core Functions
- Core Function Screen:
 - Allows DMs to add and remove Core Functions
 - Shows changes made by Admin pending approval
 - Enables DMs to approve pending changes
- Calendar:
 - Built-in calendar functionality
 - Automatic addition of information from Admin and DMs to the calendar based on time and date metadata
 - Printable DM profile information and calendar details
- System Requirements:
 - The proposed software solution will meet the following requirements:
 - Custom-built Project Management System licensable to unlimited businesses
 - Administrator login for businesses to access the system
 - Ability for the Administrator to create profiles for up to 12 Department
 Managers



- o Information editing capabilities for the Administrator within each profile
- Approval process for changes made by the Admin
- Department Managers can only access and edit their own profiles
- Time and date association for information inputs
- Web-based system compatible with the GBT website
- Packaging and branding for GBT, in English language
- Ability to download and integrate with the GBT website for reselling purposes
- Troubleshooting and maintenance support from the software supplier
 on a fee-for-service basis
- Provision for adding missing business functions and tasks for managers
- Budget tracking and reporting features with graphical representation
- Integration with a generic database for data storage
- User-friendly interface and mobile phone compatibility
- Instruction tutorial manual in English
- Multi-currency support, including a generic currency option
- Optional enhancements to improve user experience and functionality



8. Feature List (Administrator Features)

User Management:

- Secure login mechanism for administrators using unique credentials.
- Ability to create and manage department manager profiles.
- Generation of unique usernames and passwords for each department manager.
- Password reset functionality for department managers.
- User access control and permissions management.

Profile Management:

- View and edit personal details of department managers, such as contact information, job title, and department.
- Access to the Core Functions section in department manager profiles.
- Ability to edit and update information in the Core Functions section.
- Approval process for changes made by department managers,
 including the ability to accept or reject proposed changes.

Export Functionality:

- Generate printable lists of information from department manager profiles, including personal details and core functions.
- Export options for various formats such as PDF, Excel, or CSV.

Company Objectives:

- Enter and update detailed goals and objectives for the company.
- Automatic addition of business objectives to each department manager profile.

Calendar Management:

View the calendar with all core functions and associated deadlines.



- o Receive notifications when core function deadlines are approaching.
- Approve or reject core function changes suggested by department managers.
- Ability to add, modify, or delete calendar events and deadlines.

Reporting and Analytics:

- Generate reports and analytics on business efficiency, improvements,
 and budget vs. actual targets.
- Visualize data using graphs, charts, and other visual representations.
- Advanced filtering and sorting options for data analysis.

Maintenance and Support:

- o Provide ongoing support and maintenance services for the software.
- Troubleshoot issues and address any technical concerns.
- o Regular updates and bug fixes to ensure optimal performance.

Documentation:

- Prepare a comprehensive user manual with instructions on software usage, functionalities, and troubleshooting.
- Provide clear and concise documentation for administrators to reference when needed.



9. Scope of Work (Department Manager Features)

Secure Login:

- Login using a unique username and password provided by the administrator.
- Ability to change passwords for enhanced security.

Profile Management:

- Fill in personal details in the profile, including contact information and job-related information.
- o Add, edit, and remove core functions in their own profile.
- Provide detailed descriptions and information for each core function.
- Receive notifications when changes are made to their core function by the administrator.

Core Function Approval:

- Receive notifications about changes made by the administrator to their core functions.
- Option to review, accept, or reject changes to core functions and associated deadlines.
- Commenting feature to communicate with the administrator regarding proposed changes.

Calendar:

- View the calendar with all core functions and associated deadlines.
- Access detailed information about each core function, including deadlines, descriptions, and assigned responsibilities.
- Receive notifications when core function deadlines are approaching.
- Ability to update and modify core function details based on changing circumstances or requirements.



- Notifications and Reminders:
 - Receive notifications and reminders about upcoming core function deadlines.
 - Alerts for pending approval of core function changes by the administrator.
 - Email or in-app notifications to ensure department managers stay informed and up-to-date.





Highlights 10.

- Logo will be provided.
- Project Start: Project would start within one week of awarding
- Staging server provided for interim and fast paced delivery
- Source code protected under NDA & IPR and is owned by Bill Culleton
- Project Collaboration and Management tools available for tracking
- Any third party tool, module or component would be paid and owned by Bill Culleton

Requirements from Bill Culleton 11.

- Giving sign-off on designs shared. Ensuring feedback on UI and UX concepts within 2 business days. Any delay will increase the timeline by that many days.
- Ensuring testing of the system development release testing by their users starting 15 working days before the system release date. Ensuring they have appropriate devices to test the website and app at least 7 days before the delivery date.
- Feedback on system flow within 2 business days of receiving the web and mobile system flow.
- Buying servers and account details and providing Aayan India with the credential.

IN WITNESS WHEREOF, both parties here have to agree the finalized scope for this project as of the date.

For: Bill Culleton	For: Aayan SM India Pvt. Ltd.	
Signature:	Signature:	



12. Project Management

Before Project is awarded			
Business Analysis	Project Management/Software Development	Business Development/Sales	Accounting
Project Identify/ Analysis Develop one- page proposal overview	Project Evaluation by technical teams Introduction call 1 on 1 interaction with Bill Culleton	Introduction call Deliverables discussed with Bill Culleton Milestones	Proof of concept provided to Bill Culleton User system approval of POC
3. Create project management overview 4. Bill Culleton assigned to business manager GBM GBM :Global	 System appropriate services determined Requirements / System application architecture Project needs analysis Detailed proposal development Cost and Time effort estimation 	discussed 4. Project success discussed 5. Future growth alignment 6. Detailed proposal provided 7. Payment instructions	 3. Invoice submitted to Bill Culleton 4. Payment received 5. Payment confirmation sent to Bill Culleton 6. Account forwarded to PM POC: Proof of Concept

After Project is awarded			
Phase 1	Phase 2	Phase 3	Phase 4
5. Project manager assigned	10. Design, Development / technical teams assigned	16. Testing / Quality	20. Periodic project maintenance
6. Project initiation/	11. Project start	Assurance	21. Data backups
introduction call 7. Online project	12. Bill Culleton feedback on weekly	17. Live server testing	22. Web site –System application
profile created	13. Weekly project feedback	18. Final bugs	upgrades
8. Weekly project	session- 30 min	issues fixed	23. On line marketing
meetings scheduled	14. Reports available on-line	19. Campaign completed	** Optional
9. Reporting formats explained to Bill Culleton	15. Online Bill Culleton catering access of PM system application		



13. Proposed Team of Project

The proposed team to achieve the deliverables in a time span of 25 business weeks comprising of 40 hrs. / Week is as follows

Designation	Availability
Project Manager	Part Time
Business Analyst	Part Time
Designers	Full Time
Developers	Full Time
Quality Analyst	Full Time

14. Work Model

- The resources shall work from Aayan India place of business Lucknow, India.
- For requirement gathering, a Project Manager shall coordinate with Bill Culleton point of contact.
- Weekly meeting shall be set up for status meeting between the Bill Culleton (Point of Contact) and Aayan India Point of Contact (Project Manager).
- Project Manager & Designer shall be the point of contact for any technical issues related to the project.

15. Project Methodology & Timelines

- Project shall be executed on Agile Methodology, which promotes adaptive planning, evolutionary development and delivery, a time-boxed iterative system approach, and encourages rapid and flexible response to change
- As we gather better understanding of the project, a project plan shall be created with tentative timelines mentioned.



16. Process Flow Diagram

Our Methodology... Best quality with the best design



17. Terms and Conditions

- Invoice shall be raised on each milestone, to be defined at the time of creation of Project Plan.
- In case the need to make the resource(s) available on-site for study/delivery or any other purpose the cost shall be borne by Bill Culleton (a separate scope of work is provided by Aayan India as the need arises).
- This proposal will be only valid once we receive a signed copy of the same from Bill Culleton along.
- Deliverables listed in the proposal above will be referred to during the
 development of the project. Any new features, additional modules, major
 changes in work flow or any other element which is out of scope as per the
 above will attract a fresh ETA and quote which will be submitted separately by
 Aayan India.
- All content, images, texts, videos, third party integration, services, API, Plug-in
 etc. information will be provided by Bill Culleton. If any of those attracts any
 cost to be acquired, same will be borne by Bill Culleton.
- Aayan India is not liable to write or publish the content on the project.
- Aayan India is not responsible for the delay of the project if the necessary information required by Bill Culleton like API's information, third party plug-ins,



Payment gateways and shipping gateways info etc. is not provided timely by Bill Culleton .

- Aayan India will provide 3 design concepts for Design work and there will be 2-3
 revisions can be done as per Bill Culleton 's remarks if more revisions required
 then these will be billable.
- Aayan India is not responsible for the delay caused by the malfunctioning of any third party software integrated with some other system appreciated works.
- General features not described in detail will carry out as per industry standards and will be supported by open source scripts when available.
- Domain Registration & Hosting Server for the installation of final product will be bought by Bill Culleton and provided to Aayan India.
- Neither party can hire/ contact/ work with either of its employees/ resources/ former employees directly or indirectly during the term of this contract and till 5 years without the written permission from the directors of the company.
- Bill Culleton will ensure that the hosting server provided is compliant to the requirements for hosting server provided by Aayan India.

:::: Systems & Processes ::::

Aayan has highly evolved systems and processes for project management, work-flowmanagement, time sheet management, bug tracking, milestone tracking, project execution and reporting and Client communication.

:::: Warranty Period and Maintenance ::::

Aayan shall give a warranty for all its code, provided a third party does not alter the same. Any changes or bugs shall be addressed absolutely free of cost until it does not involve adding new modules which will be billable. Warranty shall be valid only afterclearance of full and final payment of the project for a period of 3 Months.