PROFESSIONAL SERVICE CONTRACT (REMOTE)

Client:	Service Provider:
Name: Sulman Sajid	**Name:** SULMAN SAJID C/O BITBURJ WLL
Address: FLAT 101 BLDG 185 ROAD 330	**Address:** OFFICE 34, BUILDING 106, ROAD 333, QUDAIBIYA 321, MANAMA, BAHRAIN
Email: sulman.gsn@gmail.com	**Email:** INFO@BITBURJ.ORG
Phone: +97333637860	**Phone:** +973 3363 7860
Country: Kuwait	**Country:** Bahrain

Contract Effective Date:	Jul 2, 2025
Contract Duration:	24 Months
Total Contract Fees:	KWD 550.00/-
USD Equivalent:	USD 1,787.50/-

1. PARTIES TO THE AGREEMENT

This Professional Service Contract (Remote) ("Agreement") is entered into and effective as of **Jul 2, 2025**, by and between **SULMAN SAJID C/O BITBURJ WLL** (Service Provider) and **Sulman Sajid** ("Client"), duly organized and operating under the laws of Kuwait.

2. SCOPE OF SERVICES

The Service Provider shall provide the following professional services (collectively, the "Services") to the Client in accordance with the terms and conditions set forth in this Agreement:

■ Professional Services – (Professional services)

Bookkeeping & Accounting

The Service Provider shall provide bookkeeping and accounting services, including:

- Comprehensive bookkeeping and maintenance of accounting records in accordance with internationally recognized accounting standards (IFRS/GAAP)

- Bank and account reconciliations on a monthly, quarterly, or as-needed basis

- Accounts payable and receivable management and oversight

- General ledger maintenance and journal entries

- Chart of accounts setup and management

Budgeting & Forecasting

The Service Provider shall provide budgeting and forecasting services, including:

- Strategic budgeting, forecasting, and cash flow management analysis

- Annual budget preparation and monitoring

- Financial modeling and scenario analysis

- Cash flow projections and working capital management

- Budget vs. actual variance analysis

■ Professional Services – (Professional services)

App Development Services

The Service Provider shall provide mobile and web application development services, including:

- Mobile application development for iOS and Android platforms

- Cross-platform app development using modern frameworks

- App design, prototyping, and user experience optimization

- App store deployment and submission assistance

- Ongoing app maintenance and updates

Cloud Solutions & Infrastructure

The Service Provider shall provide cloud infrastructure services, including:

- Cloud infrastructure setup and management (AWS, Azure, Google Cloud)

- Cloud migration and optimization services

- Hosting coordination, domain management, and SSL certificate management

- System backup, disaster recovery planning, and business continuity services

- Cloud cost optimization and monitoring

Cybersecurity Services

The Service Provider shall provide cybersecurity and security assessment services, including:

- Cybersecurity assessments and vulnerability scanning

- Implementation of security best practices and protocols

- Security audit and compliance review

- Penetration testing and security hardening

- Security incident response planning

■ Professional Services – (Professional services)

Payroll Processing & Management

The Service Provider shall provide payroll services, including:

- Comprehensive payroll processing, calculation, and disbursement coordination

- Payroll reporting, tax withholding calculations, and compliance documentation

- Benefits administration support and coordination

- Final settlement calculations and processing

- Payroll system setup and management

■ Professional Services – (Professional services)

Business Strategy & Planning

The Service Provider shall provide strategic planning services, including:

- Strategic planning, business model development, and growth strategy formulation

- Business plan development, financial modeling, and investor presentation preparation

- Market research, competitive analysis, and industry benchmarking

- International expansion strategy and market entry planning

- Digital transformation and technology adoption strategy

Sales & Revenue Optimization

The Service Provider shall provide sales and revenue consulting services, including:

- Sales strategy development, pipeline management, and revenue optimization

- Sales process design and implementation

- Customer relationship management (CRM) strategy

- Sales team training and performance improvement

- Pricing strategy and revenue modeling

3. FEES AND PAYMENT TERMS

In consideration for the Services rendered under this Agreement, the Client shall pay the Service Provider a total fee of **KWD 550.00 Kuwaiti Dinars** (**550.0 KWD**). The USD equivalent is approximately **USD 1,787.50**. Payment terms shall be net thirty (30) days from the date of invoice, unless otherwise mutually agreed upon in writing.

3.1 Bank Details for Payment

All payments under this Agreement shall be made to the following account:

• Account Name: BITBURJ WLL

- Bank Name: AL SALAM BANK

- IBAN / Account No.: BH78ALSA00790039100100

- SWIFT / BIC: ALSABHBM

4. TERM AND TERMINATION

This Agreement shall commence on **Jul 2, 2025** and shall continue for a period of **24 Months**, unless terminated earlier in accordance with the provisions herein. Either party may terminate this Agreement upon thirty (30) days' prior written notice to the other party. Termination shall not relieve either party of obligations incurred prior to the effective date of termination.

5. CONFIDENTIALITY

Both parties agree to maintain the confidentiality of all proprietary and confidential information disclosed during the term of this Agreement. This obligation shall survive the termination of this Agreement for a period of five (5) years. Confidential information shall not include information that is publicly available, independently developed, or lawfully obtained from third parties.

6. INTELLECTUAL PROPERTY RIGHTS

All intellectual property rights in any work product, deliverables, or materials created by the Service Provider in the course of providing Services under this Agreement shall be transferred to the Client upon full payment of all fees due, unless otherwise agreed in writing. The Service Provider retains the right to use generic methodologies, tools, and know-how developed during the engagement for other clients.

7. LIMITATION OF LIABILITY AND INDEMNIFICATION

The Service Provider's total liability under this Agreement shall be limited to the total fees paid by the Client under this Agreement. Neither party shall be liable for any indirect, incidental, consequential, or punitive damages, including but not limited to loss of profits, data, or business opportunities, even if advised of the possibility of such damages. Each party agrees to indemnify and hold harmless the other party from any claims, damages, or expenses arising from their own negligence or willful misconduct.

8. GOVERNING LAW AND JURISDICTION

This Agreement shall be governed by and construed in accordance with the laws of the State of Kuwait. Any disputes arising from this Agreement shall be subject to the exclusive jurisdiction of the courts of Kuwait.

Applicable Laws:

- Kuwait Commercial Companies Law (Law No. 1 of 2016)

- Kuwait Civil Code (Law No. 67 of 1980)

- Kuwait Labor Law (Law No. 6 of 2010)

Regulatory Compliance:

The parties agree to comply with all applicable Kuwait regulations including but not limited to Central Bank of Kuwait regulations, data protection laws, and industry-specific licensing requirements.

9. GENERAL PROVISIONS

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements, whether written or oral. Any amendments or modifications must be in writing and signed by both parties. If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

10. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

SERVICE PROVIDER   **CLIENT**

_____   _____

Authorized Signature   Authorized Signature

Name: SULMAN SAJID   Name: Sulman Sajid

Title: _____   Title: _____

Date: _____   Date: _____

_____   _____

Company Stamp (if applicable)   Company Stamp (if applicable)

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