Dynamic Labz

Scope of work for Sanki Events Ticketing Portal

Prepared for:

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Sanki Events

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Dynamic Labz

This Proposal is made on 08th February, 2025 for **Akshat & Sapan** ("you/your") and **Dynamic Labz** ("Dynamic Labz/we"), collectively referred to as "Parties."

Project Scope:

The Ticketing Management Portal is designed to streamline event ticket sales through a structured hierarchy of roles, including Head of Department (HOD), Resellers, and Customers. This system ensures efficient distribution, sales tracking, and reporting for all stakeholders involved.

Key Features & Workflow
1. **Event Creation & Ticket Allocation**
   o The **HOD** (Main Admin) creates events and sets the number of available tickets.
   o HOD assigns a specific number of tickets to multiple **Resellers**, who will further distribute them.
2. **Reseller Ticket Management**
   o Each **Reseller** gets a predefined number of tickets from HOD.
   o Resellers receive a **unique form link** to share with customers.
   o The form automatically captures the reseller's name from the URL when a customer fills it.
3. **Customer Ticket Purchase Process**
   o Customers use the reseller's link to buy tickets.
   o If ticket demand exceeds availability, it will show in **negative values** but will not block sales.
4. **Payment Confirmation & Ticket Issuance**
   o Resellers have a **dashboard** to track sales and confirm payments.
   o Once the payment is verified, the **Reseller approves the transaction** and triggers the next step.
   o The system sends the customer a **ticket containing a unique code** after approval.
5. **MIS Reporting & Analytics**
   o **HOD Dashboard:**
      ▪ View sales performance of each **Reseller**.
      ▪ Track overall ticket sales per event.
   o **Reseller Dashboard:**
      ▪ View individual sales performance and revenue.
   o **Event-Level MIS Report:**
      ▪ Detailed breakdown of ticket sales, revenue, and reseller contributions.

Scope of work:

1. **Event & Ticket Management**
   o HOD will create events and define ticket availability.
   o Ticket inventory will be allocated to resellers.
2. **Reseller Management**
   o Resellers will have their **individual login dashboard**.
   o They will receive a unique form link to share with customers.
3. **Customer Ticket Purchase & Processing**
   o Customers will fill out a form linked to the respective reseller.
   o Overbooked tickets will be recorded as negative without restricting sales.
   o Resellers will confirm payments and issue tickets.
4. **Automated Ticket Issuance**
   o Approved customers will receive tickets with unique codes.

5. **Reporting & Analytics**
   o **HOD will access** event-wide sales data and reseller-wise performance.
   o **Resellers will access** their personal sales data and track payments.

Technology stack:

- **Frontend**: HTML5, CSS3, JavaScript (Bootstrap / jQuery for dynamic elements).
- **Backend**: Django
- **Database**: Sqlite3

Timeline:

Phase 1: Requirement Analysis (Week 1)
- Collaborate to finalize features and workflows.
- Create email templates and define scenarios for email triggers.

Phase 2: Design & Prototyping (Weeks 2-3)
- Develop UI/UX designs for approval.
- Build responsive interfaces for all pages.

Phase 3: Backend Development (Weeks 4-5)
- Set up email services, build APIs, and integrate payment gateways.

Phase 4: Testing & Debugging (Weeks 6-7)
- Ensure email functionality works seamlessly for all triggers.

Phase 5: Deployment & Handover (Week 8)
- Launch the website and provide admin training.

Commercials:

- Total project Cost: **₹40,000**
    - 50% advance before starting the project (i.e. **₹20,000**).
    - Balance payment upon completion of the project.
    - Domain and hosting costs are not included and will be borne by the client.

- Annual Maintenance Contract (AMC)
    - **₹5,000/year** for updates, maintenance, and support.
    - The AMC will begin from the date of project deployment, and the first year's AMC payment will be due along with the remaining cost of the website
    - **Inclusions**: The AMC covers regular system maintenance, bug fixes, performance optimization, and minor frontend updates.
    - **Exclusions**: Any major feature additions or new developments outside the scope of the original project will not be included in the AMC. A separate Change Request (CR) will be raised for any new developments, and pricing will be determined based on the specific changes requested.

*This includes development & deployment for ecommerce website.
*Other cost (Hosting & Domian) related to the website will be borne by client.
*Any costs beyond development & deployment will be borne by the client.

Terms & Conditions:

1. Payment Terms:
   - 50% advance payment before project initiation.
   - Final payment upon project completion and deployment.

2. AMC Renewal: The AMC is renewed annually and the first year's AMC payment will be due along with the remaining cost of the website.

3. Change Requests (CRs): Any new development or major feature additions not covered in the AMC will require a separate CR, and additional costs will apply based on the scope of the changes.

4. Additional Costs: Any additional feature requests or changes after the project scope is defined will be charged separately.

Project Management and Communication:

- **Regular Updates**: We will provide weekly updates on the project's progress via email or call agreed upon by both parties.
- **Meetings**: Bi-weekly (once every two weeks) meetings will be scheduled to discuss progress, address any issues, and ensure alignment on project goals.
- **Feedback**: The Client agrees to provide timely feedback to ensure the project stays on schedule.

Intellectual Property:

- **Ownership**: Upon full payment, all deliverables, including the codebase, designs, and documentation, will become the property of the Client.
- **Portfolio Use**: we retain the right to showcase the project in our portfolio and for promotional purposes.

Confidentiality:

- **Non-Disclosure**: Both parties agree to maintain the confidentiality of all proprietary information, data, and documents shared during the course of the project.
- **Data Security**: We will implement industry-standard security practices to protect the Client's data and project information
- **Ownership of Confidential Information**: The Receiving Party acknowledges that the Confidential Information is provided on a confidential basis, with the Disclosing Party retaining exclusive ownership of all associated intellectual property rights, including patents, copyrights, trade secrets, and trademarks. This Agreement does not grant or imply any transfer or license of such rights to the Receiving Party
- **Treatment of Confidential Information**: Utilize the Confidential Information of the Disclosing Party strictly for the purposes of the Projects, refraining from any unauthorized use, disclosure, or exploitation without explicit written consent.
    - Safeguard the Confidential Information with a level of care no less stringent than that used for its own confidential information, ensuring all associated personnel adhere to the same standard.
    - Restrict Access to the Confidential Information exclusively to individuals who require it for the Project and ensure these individuals maintain confidentiality.
    - Avoid Reproduction of the Confidential Information without prior written approval, except as necessary for internal use in accordance with this Agreement.
    - Return or destroy all copies and records of the Confidential Information upon the Disclosing Party's request, providing written confirmation of such actions.

Termination:

- **Termination by Client**: The Client may terminate the agreement with a 15-day written notice. The Client will be responsible for payment of all work completed up to the date of termination and advance is non-refundable.
- **Termination from our side**: We reserve the right to terminate the agreement if the Client fails to make timely payments or does not provide necessary information, resources, or feedback required for project completion.

Governing Law:

This Agreement shall be governed by the laws of India. Any disputes arising from this Agreement shall be resolved through mediation, and if necessary, in the courts of India.

Acceptance:

By Confirming, the Parties agree to the terms and conditions outlined in this Agreement.