**Scope of Work**

Date: 13/08/2025

Prepared For: **Future Inclusive Center**

Prepared By: **KonnectGeek**

# 1. Project Overview

This Scope of Work outlines the deliverables, timelines, and costs for developing a static custom web site for **Future Inclusive Center**.

# 2. Project Scope

The project includes the following tasks:

• Task 1 – Static Website Development

• Task 2 – Implementation

• Task 3 – Monthly maintenance, Silver Plan. (2-3 content changes, priority support)

# 3. Deliverables

1. Fully updated static websites with given contents

2. Monthly content update and maintenance of the website

# 4. Timeline

|  |  |  |
| --- | --- | --- |
| Milestone | Description | Completion Date |
| Phase 1 | Design & Wireframing | 12-August-2025 |
| Phase 2 | Setting up domain & Mail Host. | 21-August-2025 |
| Phase 3 | Testing & Launch | 31-August-2025 |
|  |  |  |

# 5. Pricing

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Item / Task | Description | Qty | Subscription scheme | Unit Price (Initial Cost) | Total |
| Static Website | Development, testing and Implementation | 1 | Monthly  150 AED | 400 AED | 400 AED |
| Domain | 3 Year subscription, after 3 year 300 AED for renewal | 1 | Every 3 years  300 AED | 200 AED | 200 AED |
| Zoho Email Hosting | Starting with free version, 1.25 dollars per additional user | 1 | Yearly, based on user count | 0 | 0 |
| Total |  |  |  |  | 600 AED |

# 6. Payment Terms

• 50% upfront payment before project start

• 50% upon project completion and client approval

• Payments via [Bank Transfer]

# 7. Acceptance

By signing below, the client agrees to the terms outlined in this Scope of Work.

|  |  |
| --- | --- |
| Company |  |
| Full Name |  |
| Title |  |
| Signature |  |
| Date |  |