

Statement of Work

KATLEGO MOKHETHI

software@katlegomokhethi.com

SOW 001 for Agreement to Perform Software Development/Maintenance Services to Forex Masters (hereafter refer to as the Client)

Date

August 14, 2021

Services Performed By:

KATLEGO MOKHETHI

software@katlegomokhethi.com

Client Represented by:

ASHLEY KUDZASHE

kuzaisheashley@gmail.com

1. Preamble

This Statement of Work (SOW) is issued pursuant to the Development Services Master Agreement between ASHLEY KUDZASHE ("Client") and KATLEGO MOKHETHI ("Contractor"), effective August 14, 2021 (the "Agreement"). This SOW is subject to the terms and conditions contained in the Agreement between the parties and is made a part thereof. Any term not otherwise defined herein shall have the meaning specified in the Agreement. In the event of any conflict or inconsistency between the terms of this SOW and the terms of this Agreement, the terms of this SOW shall govern and prevail.

This SOW # 001 (hereinafter called the "SOW"), effective as of August 14, 2021, is entered into by and between Contractor and Client, and is subject to the terms and conditions specified below. The Exhibit(s) to this SOW, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this SOW and the terms of the Exhibit(s) hereto, the terms of the body of this SOW shall prevail.

2. Period of Performance

The Services shall commence on August 14, 2021, and shall continue through August 28, 2021.

The Services is roughly estimated to take about two weeks of work as this is influenced & determined by the scope of the website latest updates. Should this exceed the estimated time, the Contractor will explain that in writing, and make everything clear to the Client.

3. Engagement Resources

Forex Masters Web Application.

4. Scope of Work

Contractor shall provide the Services and Deliverables as follows:

- Main Page – Make an editable section for leadership (pictures & bios).
- Courses structure change.
- Registration Welcome Letter/Email & Passwords Resets.
- Main Page – Add Newsletter subscription feature & indicate enrolled students.
- Forex Masters Welcome Page update, list topics and indicate progress per student.
- Gallery feature – Upload & manage media content.
- Pre-Market Analysis feature.
- Shop collection feature.
- Deploy the latest version of the Web Application.

5. Deliverable Materials

Latest updated version of Forex Masters Web Application.

6. Contractor Responsibilities

Deliver the Services & Deliverables specified in "Scope of work" section.

7. Client Responsibilities

Provide full updates specifications and all needed information pertaining the project.

8. Fee Schedule

This engagement will be conducted on a Time & Materials basis. The total value for the Services pursuant to this SOW shall be broken down below instead of an hourly rate (which is about R340/hr. for the Contractor on [JOBVINE Freelance](#)). The underlying website updates are estimated to take about two weeks of development (putting in at least 4 hours of work per day). So, an hourly rate might be an overstretch for the Client hence a fixed rate is proposed unless otherwise agreed to by both parties via the project change control procedure, as outlined within. A Project Change Request will be issued specifying the amended value.

This figure is based on fixed costs of professional services. The Contractor will provide up to 8 resources/updates based on the following functional/rate structure.

Item Description	Estimated cost
Main Page – Editable section for leadership	R200
Courses structure change	R400
Registration Welcome Letter & Passwords Resets feature	R400
Main Page – Add Newsletter subscription	R200
Forex Masters Welcome Page update	R200
Gallery feature – Upload & manage media content	R600
Pre-Market Analysis feature	R400
Shop collection feature	R600

The total estimated costs per update as shown in the above figure amounts to R3000. For the UI Designs procedure, the Contractor has concluded that each page will be re-developed and implemented on a fixed rate of R200 per page. The Client will then decide which pages needs to be re-designed and communicate that with the hired UI/UX Designer and provide the designs to the Contractor. The total number of pages to be re-designed & implemented will then be added to the above-mentioned R3000 fixed costs (which excludes resources & electricity used for this latest updates). Upon completion of this Performance Period, the Contractor and the Client will have the

option to renew this agreement for an additional then-stated updates for those resources identified.

Bill To Address	Client Project Manager	Client Contact Number
kudzaisheashley@gmail.com	Ashley Kudzaishe	+263 71 761 9529

9. Invoice Procedures

Client will be invoiced upon completion of the development services. Standard Contractor invoicing format is assumed to be acceptable. Invoices are due upon completion of work and submission to the Client on the agreed upon format.

Invoices shall be submitted by the end of the project, referencing this Client's SOW Number (001) to the address indicated above. Each invoice will reflect charges for the time period being billed and cumulative figures for previous periods. Terms of payment for each invoice are due upon receipt by Client of a proper invoice. Contractor shall provide Client with sufficient details to support its invoices, including time sheets for services performed and expense receipts and justifications for authorized expenses, unless otherwise agreed to by the parties. Payments for services invoiced that are not received within 14-days from date of invoice will be subject to a 5% penalty per calendar month.

10. Completion Criteria

Contractor shall have fulfilled its obligations when any one of the following first occurs:

- Contractor accomplishes the Contractor activities described within this SOW, including delivery to Client of the materials listed in the Section entitled "Deliverable Materials," and Client accepts such activities and materials without unreasonable objections. No response from Client within 2 business days of deliverables being delivered by Contractor is deemed acceptance.
 - Contractor and/or Client has the right to cancel services or deliverables not yet provided with 2 business day advance written notice to the other party.
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11. Project Change Control Procedure

The following process will be followed if a change to this SOW is required:

- A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must describe the change, the rationale for the change, and the effect the change will have on the project.
- The designated Project Manager of the requesting party (Contractor or Client) will review the proposed change and determine whether to submit the request to the other party.
- Both Project Managers will review the proposed change and approve it for further investigation or reject it. Contractor and Client will mutually agree upon any charges for such investigation, if any. If the investigation is authorized, the Client Project Managers will sign the Project Change Request, which will constitute approval for the investigation charges. Contractor will invoice Client for any such charges. The investigation will determine the effect that the implementation of the Project Change Request will have on SOW price, schedule and other terms and conditions of the Agreement.
- Upon completion of the investigation, both parties will review the impact of the proposed change and, if mutually agreed, a Change Authorization will be executed.
- A written Change Authorization and/or Project Change Request must be signed by both parties to authorize implementation of the investigated changes.

12. Confidentiality

Parties agree to maintain the confidentiality of this agreement. The ownership of all document supplied to the Contractor will remain private property of the Client and the Contractor may not use it without the permission of the Client for the financial gain.

13. Termination

The agreement will automatically terminate upon completion of work and payment of service.

IN WITNESS WHEREOF, the parties hereto have caused this SOW to be effective as of the 14th of August 2021.

ASHLEY KUDZAISHE

KATLEGO MOKHETHI

By: _____
Title: Forex Masters CEO

By: 
Title: .NET Software Developer