

# SOFTWARE DEVELOPMENT AGREEMENT

**Date:** October 29, 2025

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## PARTIES

### DEVELOPER:

- Name: Kenneth Ayade
- Contact: 09617800476
- Email: ayadekenneth07@gmail.com

### CLIENT:

- Name: Kyle Christian Robillos & Kurt Bhen Casero
  - Contact: 09241012593 / 09611741615
  - Email: robillos.kylechristian@gmail.com / kurtbhencasero@gmail.com
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## 1. PROJECT DETAILS

**Project Name:** SAG Permit Online Application System (Web-Based MVP)

**Platform:** Web Application (Responsive Design)

**Purpose:** Digital transformation of Industrial Sand and Gravel (ISAG) and Commercial Sand and Gravel (CSAG) permit application process for government agencies

### Timeline:

- Start Date: October 30, 2025
  - Delivery Date: November 30, 2025 (1 month from start)
  - Testing Period: 3 days after delivery
  - Bug Fix Period: 7 days after delivery
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## **2. FEATURES TO BE DEVELOPED**

### **Fully Included (Complete Implementation):**

#### **1. User Registration & Authentication System**

- Account creation with email verification
- Secure login/logout functionality
- Password recovery via email
- Profile management (name, email, birthdate, business info)
- Government ID upload capability

#### **2. Application Creation Module**

- Multi-step wizard interface (6+ steps)
- Support for ISAG and CSAG permit types
- Draft saving functionality
- Multiple simultaneous applications support
- Project information forms (area, employees, cost)
- Auto-save feature

#### **3. Document Management System (Basic Version)**

- PDF upload functionality (up to 10MB)
- Document categorization
- View uploaded documents
- Replace/update documents
- Download functionality
- Version control (new upload overwrites previous)

#### **4. Workflow & Communication Module**

- Basic routing to designated offices
- Status tracking (Pending, Under Review, For Action, Approved, Denied)
- Comments and remarks system

- Email notifications for status changes
- "For Action" inbox for pending items
- Routing history visibility

**Partially Included (Simplified Versions):**

**5. Decision & Compliance Module**

- Basic approval/denial status display
- Downloadable decision letters (PDF format)
- Simple compliance tracking
- Manual status updates by admin

**NOT Included (Deferred Features):**

- Multi-level hierarchical routing between offices
- Complex workflow automation
- Notarization tracking system
- Denial letter generation system
- Advanced reporting and analytics
- Integration with external government systems
- Mobile application version
- Offline capabilities
- Advanced search and filtering
- Bulk operations
- API for third-party integration

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### **3. DELIVERABLES**

**Core Deliverables:**

- Fully functional web application (hosted on development server)
- Complete source code with documentation

- Database schema and setup scripts
- Admin panel for system management
- User manual (5-10 pages)
- Technical documentation for developers
- Sample data (5 test applications, 20 test users)

**Technical Specifications:**

- Frontend: HTML5, CSS3, JavaScript (or modern framework)
  - Backend: PHP/Node.js/Python (to be determined)
  - Database: MySQL/PostgreSQL
  - File Storage: Local server storage (upgradeable to cloud)
  - Security: HTTPS, encrypted passwords, session management
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**4. PAYMENT TERMS**

**Total Development Fee:** PHP 25,000.00

(Twenty-Five Thousand Pesos Only)

**Payment Schedule:**

- Down payment (30%): PHP 7,500.00 - Upon signing
- Progress payment (40%): PHP 10,000.00 - After 2 weeks (50% completion)
- Final payment (30%): PHP 7,500.00 - Upon delivery and acceptance

**Payment Methods:** Bank transfer / GCash / PayMaya / Cash

**IMPORTANT: Exclusions from Development Fee**

This PHP 25,000.00 covers DEVELOPMENT ONLY. The following require separate payment(But we opt to use free services as much as possible):

- Web hosting fees (estimated PHP 500-2,000/month)
- Domain name registration (PHP 1,500-2,500/year)
- SSL certificate (PHP 3,000-10,000/year or free with Let's Encrypt)
- Cloud storage services (if needed)

- Email service provider fees
  - Backup services
  - Production deployment assistance
  - Post-delivery maintenance (after 7-day bug fix period)
  - Feature additions or modifications
  - Training sessions beyond initial handover
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## **5. RESPONSIBILITIES**

### **Developer Will:**

- Develop all features listed in Section 2 (Fully Included and Partially Included)
- Set up development/testing environment
- Provide progress updates weekly
- Deliver complete system within agreed timeline
- Fix critical bugs within 7 days of delivery
- Provide one (1) knowledge transfer session (2 hours)
- Deliver all source code and documentation
- Ensure system security best practices

### **Client Will:**

- Provide timely payments as scheduled
  - Supply all necessary content (agency logos, text, sample documents)
  - Provide sample permit requirements and workflow information
  - Review and provide feedback within 48 hours when requested
  - Test delivered features within 3 days of delivery
  - Provide access to testing environment (if required)
  - Designate a single point of contact for the project
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## 6. PROJECT MILESTONES

**Week 1:** Requirements finalization, UI/UX design, database design **Week 2:** User registration, application creation modules **Week 3:** Document management, workflow implementation **Week 4:** Testing, bug fixes, deployment preparation, handover

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## 7. ACCEPTANCE CRITERIA

The project will be considered complete when:

- All "Fully Included" features are functional
  - All "Partially Included" features work as described
  - System passes basic security testing
  - Documentation is provided
  - Knowledge transfer session is completed
  - Critical bugs identified during testing period are fixed
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## 8. INTELLECTUAL PROPERTY

Upon full payment, the Client will own:

- All source code developed for this project
- Database designs and schemas
- Documentation created
- Rights to modify and distribute the system

Developer retains the right to:

- Use general programming techniques in other projects
  - List this project in portfolio (with Client permission)
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## 9. LIMITATIONS & WARRANTIES

- This is an MVP (Minimum Viable Product) suitable for initial deployment
- System is designed for up to 100 concurrent users

- Performance optimization for larger scale requires additional work
  - Developer provides 7-day warranty for critical bugs after delivery
  - No warranty for issues caused by Client modifications
  - No warranty for third-party service failures
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## 10. CONFIDENTIALITY

Both parties agree to:

- Keep all project information confidential
  - Not disclose government processes or workflows
  - Protect user data according to data privacy laws
  - Return or destroy confidential information upon request
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## 11. TERMINATION

- Either party may terminate with 5 days written notice
  - Client pays for all work completed to termination date
  - Developer provides all work completed up to termination
  - Termination does not affect confidentiality obligations
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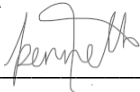
## 12. ADDITIONAL TERMS

1. **Scope Changes:** Any features not listed in Section 2 require written agreement and additional payment
  2. **Delays:** Force majeure events extend timeline accordingly
  3. **Support:** Post-delivery support beyond 7 days at PHP 1,500/hour
  4. **Hosting:** Client responsible for production hosting arrangements
  5. **Compliance:** Client ensures system use complies with government regulations
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## AGREEMENT

By signing below, both parties agree to all terms and conditions stated above.


### DEVELOPER

Signature:  \_\_\_\_\_

Name: Kenneth Ayade \_\_\_\_\_

Date: October 29, 2025 \_\_\_\_\_

### CLIENT

Signature:   \_\_\_\_\_

Name: Kyle Christian Robillos & Kurt Bhen Casero \_\_\_\_\_

Date: October 29, 2025 \_\_\_\_\_

### WITNESS

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

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## FEATURE DELIVERY CHECKLIST

### Upon Delivery, Check:

#### Fully Functional:

- ☐ User registration works
- ☐ Login/logout works
- ☐ Password recovery works
- ☐ Application creation wizard works
- ☐ Draft saving works
- ☐ Document upload works (PDF, <10MB)
- ☐ Status tracking works
- ☐ Email notifications work
- ☐ Comments system works
- ☐ Admin panel accessible

#### Partially Functional:

- ☐ Basic approval workflow works
- ☐ Decision letter download works
- ☐ Simple compliance tracking displays

#### Documentation:

- ☐ Source code provided
- ☐ Database backup provided
- ☐ User manual provided
- ☐ Technical documentation provided
- ☐ Test accounts provided

#### Accepted By:

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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## END OF AGREEMENT

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## APPENDIX A: TECHNICAL REQUIREMENTS

### Minimum Server Requirements:

- PHP 7.4+ or Node.js 14+
- MySQL 5.7+ or PostgreSQL 12+
- 2GB RAM minimum
- 20GB storage space
- HTTPS enabled

### Browser Compatibility:

- Chrome (latest 2 versions)
- Firefox (latest 2 versions)
- Safari (latest 2 versions)
- Edge (latest 2 versions)

### Security Requirements:

- SSL/TLS encryption
- Password hashing (bcrypt or similar)
- SQL injection prevention
- XSS protection
- CSRF tokens
- Session timeout (30 minutes)

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## APPENDIX B: POST-DELIVERY OPTIONS

### **Optional Add-On Services (Separate Quotation):**

**1. Production Deployment:** PHP 5,000(For long term use)

- Server setup and configuration
- Database migration
- SSL installation
- Performance optimization

**2. Monthly Maintenance:** PHP 8,000/month

- Regular updates
- Security patches
- Backup management
- 10 hours support included

**3. Feature Enhancements:**

- Multi-level routing: PHP 15,000
- Advanced reporting: PHP 10,000
- API development: PHP 20,000
- Mobile app: PHP 35,000

**4. Training Package:** PHP 5,000

- 2 sessions (4 hours each)
- Training materials
- Video recordings

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*This agreement supersedes all previous agreements and understandings between the parties.*