**Batch: A1**

**Roll No.: 1911004 ,1911006 ,1911015**

**Experiment / assignment / tutorial No. 2**

|  |
| --- |
| **Title:**  **Writing a Project Proposal** |

**Objective:** To understand what a project proposal contents and prepare a Project Proposal for the request for proposal written as a part of experiment no. 1.

**Expected Outcome of Experiment:**

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| --- | --- |
| **Course Outcome** | **After successful completion of the experiment a student will be** |
| CO 4 | Evaluate and assess the projects and to estimate the project cost using cost benefit evaluation techniques |

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**Books/ Journals/ Websites referred:**

1. *Bob Hughes, Mike cotterell, Rajib Mall“Software Project Management”, fifth Edition, Tata McGraw Hill, Special Indian Edition*
2. *Royce, “Software Project Management”, Pearson Education, 1999.*
3. *Project Management Institute: “A Guide to the Project Management Body of Knowledge (PMBOK Guide)” 5th Edition Project Management Institute.*
4. *John Nicholas, Herman Steyn, “Project Management for Business Engineering and Technology” 4th Edition.*

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**Pre Lab/ Prior Concepts:**

Understand the project phases. The various stakeholders and their roles in the project. A student would be aware of the purpose of each section in the Request for Proposal.

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**New Concepts to be learned:**

* + Importance of various sections in Project Proposal.
  + Selection methodologies and comparison of various project proposals.

**Project Proposal Template**

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**Work-out:**

**As a Project Manager you are asked by the management of your organization to prepare the project proposal as the response to the Request for Proposal.**

**Using the template students will be required to prepare the Project Proposal.**

1. **Executive Summary**

**Sequoia Software Solutions Ltd**. is a firm with a rich culture in the technological sector, we have worked successfully on various projects in all of the latest buzzing technological domains including the ‘Cloud’ domain. Through this specific project, as envisioned by MSN Pvt. Ltd., we would like to create a real time application that ordinary people, organisations, universities and the corporate world can use to conduct virtual meetings, virtual classes or face time at any point of time anywhere in the world with equal ease. We also aim, in both letter and spirit, to finish the project right in time at an unbeatable cost.

1. **Background**

History: **Sequoia Software Solutions Ltd**. has a wealth of past experience in designing a range of applications and managing bogus databases for online grocery shopping, cloud storage and peer-to - peer video call applications. We have been valued for our work in cloud computing as a leading tech company with the latest cloud computing technology. We have been active in implementing peer-to - peer video calls regardless of external servers. Our phones are servers themselves. Our company has a reputation of living by the promises we make and we take every care to maintain that.

Business Problems:

* People face difficulties in getting used to the User interface of an application.
* With the current Crisis & Situation change, as many of the educational and work related activities are going online, people are expected to get used to video conferencing applications, file sharing applications and other such things.
* The corporate sector requires some features which educational institutes or universities do not require. Same thing holds vice versa too.
* Also, technically unsound people find it difficult to use even the simplest of the features.

Business Opportunities:

Currently, no application provides organization specific user interface.

Solution

The solution to the above-mentioned problems is:

* Creation of an extremely user-friendly interface, which has minimal complexity, so as to ensure even the technically unsound people can use it easily.
* Creation of three types of interfaces for different category of users based on their requirement:
  + Corporate
  + College/University
  + General (Simplest of all, for the technically weaker sections)

We must deal with the real-time environment for both front-end and back-end technology in order to integrate the full spectrum of three different systems in a single valued framework. In order to suit the needs of our various categories of customers.

1. **Proposal**
   1. **Vision and Goals**

We at **Sequoia Software Solutions Ltd** have always believed in the principle that “Customer in king” and have shaped our work-strategies keeping the same in mind. As in the past, we will endeavor to create a product that not only meets but also exceeds the expectations of our customer MSN Pvt. Ltd.

Having mentioned our vision the goals that we wish to achieve are:

1. Design a product that is at least 20% more user friendly than the existing competition
2. a product that offers all the functionalities that the end user might need at one place
3. We will improve the user experience with lucid design backed up with powerful and robust technical systems (servers, communication links, etc.) so that the users never have to worry about their performance getting affected due to the Work from Software that they use.
4. We will also provide a strong customer support system which will deal with any and every issue that the users come across.
   1. **Deliverables**

The deliverables are key to the success of the project. They also define the scope of what must be produced. The deliverables of our project are -

1. Accuracy – We assure the highest accuracy in meeting the expectations laid down by MSN Pvt. Ltd.
2. Easy interface – The interface of our project will be user friendly and will follow all the heuristic design principles.
3. We assure a working prototype ready by the time promised.
4. Testing - We assure that the product will be Tested across different kinds of audiences across different platforms.
   1. **Timeframe**

As stated earlier, one of our key deliverables is our accuracy, and this includes punctuality as well. In order to ensure punctuality, we have set the following time frame

August 2022 - July 2023

|  |  |  |
| --- | --- | --- |
| **Task** | **Start Date** | **End Date** |
| Literature Survey | 31.08.2022 | 15.09.2022 |
| Requirements Analysis | 16.09.2022 | 05.10.2022 |
| System Design | 06.10.2022 | 20.10.2022 |
| Implementation | 21.10.2022 | 25.12.2022 |
| Testing | 26.12.2022 | 20.03.2023 |
| Deployment | 21.03.2023 | 15.05.2023 |
| Maintenance and Support | 16.05.2023 | 15.05.2023 |

* 1. **Resources**

The major resources required are:

1. Employees – For various tasks to be performed, around 50 employees would be needed to plan, design, develop, test, deploy and maintain the system.
2. Devices – The major device required would be of computer systems to work on for all the employees.
   1. **Budget**

After checking with the budget mentioned in your response, and finalising the same with our team, we have decided that the whole cost will be Rs. 17,45,000 This cost will be inclusive of designing, prototyping, testing and maintenance.

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Labor Cost** | **Material Cost** | **Total** |
| Project Coordination | 2,00,000 | 20,000 | 2,20,000 |
| Design and Development | 4,50,000 | 15,000 | 4,65,000 |
| Software Purchase | 2,00,000 | 25,000 | 1,25,000 |
| Hardware Purchase | 4,50,000 | 50,000 | 5,00,000 |
| Assembly | 1,00,000 | 15,000 | 1,15,000 |
| Testing | 65,000 | 25,000 | 90,000 |
| Final Installation and test | 40,000 | 20,000 | 60,000 |
| Cloud maintenance | 50,000 | 20,000 | 70,000 |
| **Total** | 15,55,000 | 1,90,000 | **₹17,45,000** |

* 1. **Ownership**

|  |  |  |
| --- | --- | --- |
| Role | Name | Contact |
| Project Sponsor | Mayank C | 6662588958 |
| Customer | Shubh G | 6662590292 |
| Project Manager | Nidhi B | 6690666250 |

* 1. **Reporting**

We at MSN, give the customers a major weight in all the matters related to the project. The environment is such that the customers have a say in all aspects of the project, of how it is being built from the scratch. If a customer isn’t happy at any point of the project, the corresponding changes are rolled over to a previously committed point. The customers are in continuous contact with the software development team, which enables the customers to constantly monitor even very small changes made to the project, and enables faster delivery of project, as not huge amount of changes have to be rolled back.

* 1. **Risks and Issues**

|  |  |  |
| --- | --- | --- |
| **Project Risks** | | |
| **Risk** | **Details** | **Likelihood** |
| High investment | Maybe people won’t switch to new applications, as they are comfortable with the existing ones | Moderate to low |
| Failure of security system | Black hat hackers trying to get sensitive information about companies from their meets | Low |
| **Project Issues** | | |
| **Issue** | **Details** | **Impact** |
| Improper segregation of employees into tree | Maybe due to invalid data entry | Low |
| Monitoring attendees | Monitoring attendance of a meet, timing of participants | Average |

* 1. **Implications**

The various implications of NOT taking up the project would be:

* We will leave the Indian market without a good Indian alternative of such an application at a time when pro-local sentiments are at an all-time high.
* We can gain public acceptance and government assistance by promoting the project as one under the ‘Make in India’ initiative.
* People would be virtually forced to use the non-Indian video conferencing applications even after having a strong inclination to switch to an Indian alternative because without this project there will be none.
  1. **Success Criteria**

As stated in our vision, the project will be considered successful when all the deliverables agreed upon with the customer will be met before the set deadline. The success of the project shall be measured against the goals set earlier in this document.

* 1. **Authorization**

**Project Sponsor**

*Name: Mayank C*

*Position: Co-founder and CEO*

*Date: 23/09/2022*

**Post Lab Activities (with reference to your Project):**

1. Justify the importance of each section in a Project Proposal.
2. How are various Project Proposals compared? Explain the process of selection or rejection of any proposal.
3. What are the different types of Contracts? Explain the merits & limitations of each type of contract, from Sponsor’s as well as Solution Providing Organizations.

PDF - <https://drive.google.com/drive/folders/1dBW1COipHLHYh2YS4YJG1zlf0G8tk3WL?>