



TRIP TO nepal

A Signature of Excellence...!

14th June 2019

TRIP TO NEPAL PVT. LTD.

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Mr. Sakar Gopal Gurubacharya
Shrestha Colony, House no. 31
Tahachal, Kathmandu

Dear Sakar,

Re: Appointment for Software Development

This is further to our recent conversation regarding the software development to manage our clients' data. I have spread the message among my employees and they are indeed excited and eagerly awaiting the final product.

Accordingly, we would like to appoint you for the same task. We have listed the features as below which we would like to have in this software.

As you know, we have tourists from all over the world every year. Our company being an inbound tourism company, we get a lot of new clients who have chosen our service to assist them with their travel arrangements in Nepal. With so many requests, our existing non-efficient database gets crowded and becomes difficult to arrange and analyse them.

With your new software, not only I, but my team who have been given access should be able to add, edit and delete client data while being able to search the required clients. Please make it as user-friendly as possible and minimalistic. It shouldn't be complicated and should be easily navigable.

Regarding the multi-user function, if possible, it would be nice if you could add a feature that will allow me to check team's activities in the software.

We do not require a billing system integrated as we already have been using another software for the same in our accounts department. However, please add a place where we can show the total expenses of the clients/file, so that we can have a quick glance at it. On the same note, we do not necessarily need a receipt but a basic one would be a welcome feature.

We understand that you will present us the demonstration of the first prototype latest by 31st October 2019 and the final product by 30th November 2019. The total fee for this service as agreed will be NPR 20,000/- which will be paid in two instalments. You will receive 50% of the amount upfront prior to the commencement and the balance after the completion. The necessary tax will be deducted as per the government rule.

Meanwhile, if you require any information, please feel free to contact our Tour department head directly. I wish you all the best.

Sincerely yours

Sukendra Gopal Gurubacharya
Executive Director

