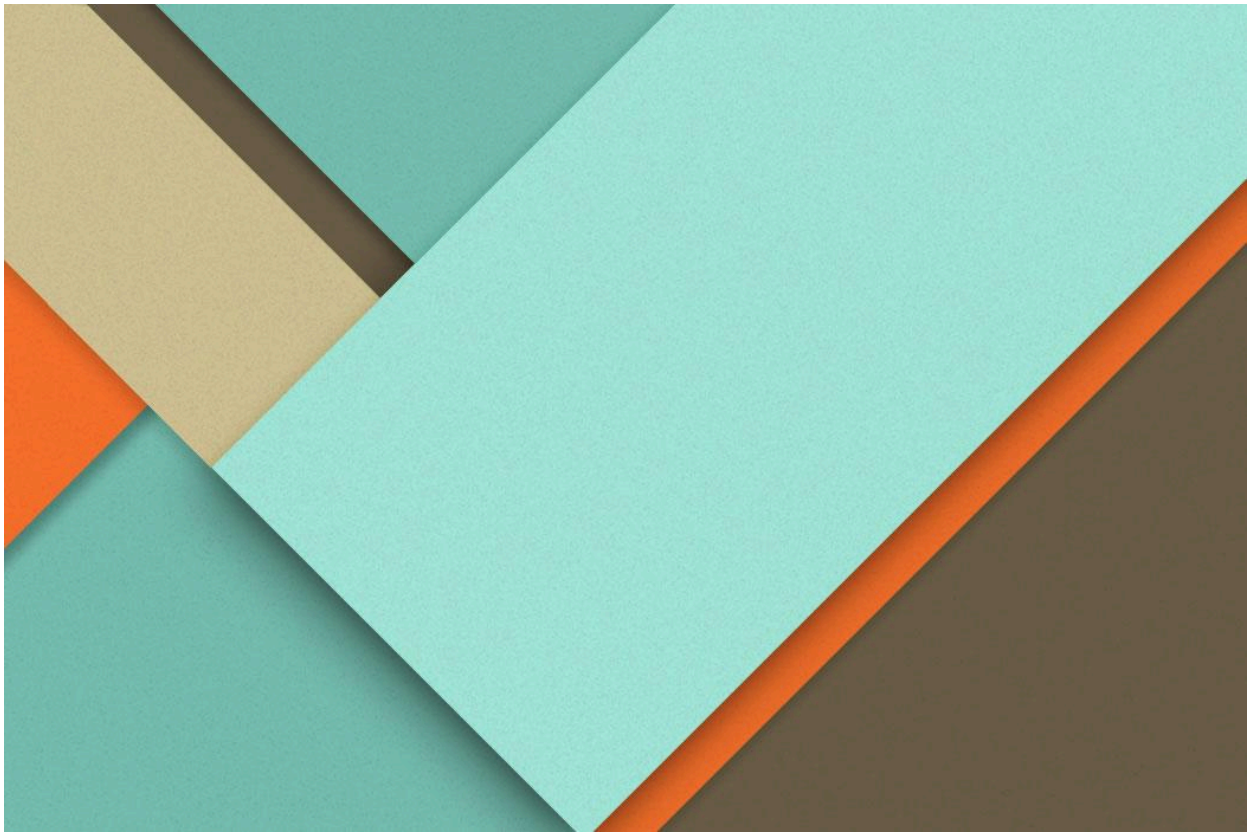

Inventory Management System

19.02.2026

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SCOPE OF WORK (SOW)

Wubbleyou

Remote, North East UK

Overview

This document defines the scope of work for the design, development, deployment, and initial support of a custom Inventory Management System (IMS). The purpose of the system is to replace the client's current spreadsheet-based inventory tracking process with a secure, scalable, and integrated web-based platform aligned with existing warehouse operations. The proposed solution will centralise stock management, improve data accuracy, enhance operational visibility, and reduce manual administrative overhead. The system will be built using modern web application architecture principles, incorporating secure authentication, structured role-based access control, robust data models, and real-time inventory tracking capabilities. The platform will integrate with existing warehouse workflows and third-party services where required. The solution will be delivered in three structured phases over a 12-week engagement, with clearly defined milestones and review checkpoints.

Goals

1. Eliminate manual spreadsheet-based inventory tracking processes.
2. Establish a centralised, secure inventory database accessible to authorised users.
3. Provide real-time stock visibility across warehouse locations.
4. Implement SKU-level tracking and low-stock alerting.
5. Deliver executive dashboards and operational reporting capabilities.
6. Enable CSV and PDF exports for compliance and reporting needs.
7. Integrate with selected third-party systems via API

Phase 1 – Foundation (Estimated Duration: 3 Weeks)

Phase 1 establishes the core infrastructure and architectural foundation for the system. This phase ensures that the platform is secure, scalable, and maintainable prior to implementing business-specific functionality. Key deliverables include: • Application infrastructure setup (cloud or on-premise as agreed). • Database architecture design and implementation. • Secure authentication framework (username/password, password encryption, session handling). • Role-Based Access Control (RBAC) implementation (e.g., Administrator, Warehouse Manager, Staff). • Core data models including Users, Warehouses, Locations, Products, and SKUs. • Development environment configuration

and version control setup. • Initial deployment to staging environment. At the conclusion of Phase 1, stakeholders will have access to a secure, working system skeleton with foundational components implemented and validated

Phase 2 – Inventory Management (Estimated Duration: 5 Weeks)

Phase 2 delivers the core functional components of the Inventory Management System. This is the primary operational layer of the platform. Functional capabilities delivered in this phase include: • Stock tracking across multiple warehouse locations. • SKU creation, categorisation, and management. • Batch and serial number support (if required). • Goods-in and goods-out transaction logging. • Transfer tracking between warehouse locations. • Real-time stock level updates. • Low-stock threshold configuration. • Automated low-stock alerts via email or in-app notification. • Audit logs for inventory adjustments. • Search and filtering capabilities. This phase also includes user interface refinement to ensure efficient data entry, operational clarity, and usability for warehouse personnel. User Acceptance Testing (UAT) will be conducted at the end of this phase, and feedback will be incorporated before proceeding to Phase 3.

Phase 3 – Reporting & Integrations (Estimated Duration: 4 Weeks)

Phase 3 enhances visibility, analytics, and system interoperability. Deliverables include: • Executive dashboard displaying inventory valuation, stock levels, and movement trends. • Operational dashboards for warehouse managers. • Customisable reporting module. • CSV export functionality for reporting and compliance. • PDF report generation. • Integration with selected third-party APIs. • Data synchronisation mechanisms. • Final system optimisation and performance tuning. A mid-project review will be conducted to validate system alignment with business objectives. Following completion of this phase, the system will be prepared for production deployment.

Timeline & Governance

Total Project Duration: 12 Weeks The engagement will follow an agile-informed delivery model with fortnightly check-ins. Each check-in will include progress updates, demonstrations (where applicable), risk identification, and alignment discussions. A formal mid-project review will occur at Week 6 to confirm scope adherence and prioritisation. Final acceptance review will occur at project completion. Milestones: • Milestone 1 – Completion

of Phase 1 • Milestone 2 – Completion of Phase 2 • Milestone 3 – Completion of Phase 3 and Production Deployment.

Investment & Payment Terms

Total Investment: £45,000 Payment Structure: • Milestone 1 Payment – 33% upon completion of Phase 1 • Milestone 2 Payment – 33% upon completion of Phase 2 • Milestone 3 Payment – 34% upon final deployment All payments are due within agreed invoice terms. Any scope changes beyond this document will be managed via formal change request and may affect cost and timeline.

Assumptions & Exclusions

Assumptions: • Timely stakeholder feedback will be provided. • Required third-party API documentation will be accessible. • Hosting environment access will be provided where applicable. Exclusions: • Hardware procurement. • Major ERP replacement. • Advanced AI forecasting (unless separately agreed). • Ongoing managed support beyond initial warranty period.