October 01, 2020

**Atahara System Solutions Inc.**

**Unit 203 Lucky Plaza Building**

**Ouano Ave. NRA, Mandaue City Cebu,**

**Philippines**

**Attention: Mr. Jessie B. Lim**

Managing Director

At your request, I am pleased to submit this proposal for the professional services as discussed in detail below for Atahara System Solutions Inc. in connection with the creation of Reports and deployment to the WEB.

1. **Scope of Services**

*Creation of the following Reports to be deployed in WEB Application:*

* Equipment Interchange Receipt
* Equipment Interchange Receipt - Return
* Authority to Withdrawal
* Performa Bill of Lading

1. **Project Assumptions**

* Any activities beyond the scope stated will be in a separate engagement.
* Crystal report update should be limited to the submitted issue log.
* Special requests and documentation not stated above shall be charged separately.
* Any Major changes shall be charged separately.
* Client’s developer will be taught on how to revise the created reports on the WEB Application.

1. **Deliverables**

Based on the scope of services mentioned above, the deliverables would be the duly functioning Reports on the WEB application.

1. **Timetable**

Based on the scope of services mentioned above, the proposed timetable is two weeks after the contract is signed.

**5. Fees**

Based on the scope of work described above and the manpower requirements, the estimate of the professional fees for this service, to be as follow**.**

|  |  |  |
| --- | --- | --- |
| **Scope** | **Amount** | |
| Down Payment (50%) | P 6,000.00 |  |
| Upon Completion (50%) | P 6,000.00 |  |
|  | **P 12,000.00** |  |

*Note: The development will be start upon receiving the Down Payment*

**6 Other Terms and Conditions**

*Our Obligations*

I must use all reasonable efforts to complete the services within the set time. I will perform the services with due care, competence and diligence. However, the quality of the services will depend on inputs from you and other necessary parties.

*Delays*

I will not be liable for any failure or delay in performing the services if that failure or delay arises from anything beyond our control.

*Confidentiality*

Both of us agree to take reasonable steps to maintain (within our respective organizations) the confidentiality of any proprietary or confidential information of the other.

I acknowledge that during the course of our engagement, I shall have access to and be entrusted with Confidential Information. In this letter, the phrase “Confidential Information” shall refer to any sensitive and/or proprietary information (whether of a commercial, technical, scientific, operational, administrative, financial, marketing, business or intellectual property nature or otherwise), whether oral or written, relating to the Company that is provided to me pursuant to our engagement.

\* \* \*

If the terms of this engagement letter as set forth above are acceptable to you, please indicate your acceptance and authorization for me to proceed with the related work by signing a copy of this letter in the appropriate space and returning one copy to me.

I look forward to work with the Company. If I can provide you with any additional information, please feel free to contact me.

A picture containing shape

Description automatically generatedVery truly yours,

**Meljun I. Cabaluna**

Full Stack Developer

**ACKNOWLEDGMENT**

The terms and conditions of the above engagement letter have been read and understood by the Board of Directors and I am authorized by the Board of Directors to accept them for, and on behalf of, the **Atahara System Solutions Inc**.

Signed:

Authorized Signature

Position

Date