



Proposal for: Design & Develop CADorder Website

Date: 21/ May / 2017

Refrence # NWS/NA0 1/2105/2017

Presented By

National Web Solutions – MAWAQAA

To

Mr. Fawaz Al Khateeb

Version 1.0

Version Control

Version	Name	Issue date	Description
1.0	Ahmed Al Sawad	21/5/2017	Initial Document

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Dated: 21 / May / 2017

To: Mr. Fawaz Al Khateeb

Subject: Design and Develop CAD Consilio Website

With reference to the above subject, we would like to submit our proposal for designing and developing your website which described below for your kind evaluation.

Please do not hesitate to contact us for any clarifications.

Naser Atieh

Business Development Manager

1. MAWAQAA PROFILE

Mawaqaa is a Web & Mobile Applications Provider under the umbrella of National Web Solutions Company, which is the Information Technology Solutions provider that focuses on providing innovative Web, Business and Multimedia Solutions, developing Digital Marketing Strategy and Smart Phone Applications. Our team of dedicated and qualified web developers, programmers and designers work hard to ensure that the quality of the final product is unique and effective in all ways possible.

1.1. Core Divisions

1.1.1. Mawaqaa Web

We offer a full solution for designing and developing a creative, interactive and smart websites and custom web applications that transform your ideas into digital assets and professional presence online. Our products are custom designed to best fit your business needs. Our solutions include but not limited to:

- Creative Web Designing
- Web Development
- Diverse Set of Products & Website Tools
- Multimedia & Corporate Presentations
- SEO
- Website Security Services
- Website Appraisal Services
- Consultancy Services

To learn more visit: www.mawaqaa.com/web.html

1.1.2. Mawaqaa Mobility

Mawaqaa Diversified its Services into another segment within the large technology market. Designing and building native smart phone applications with high quality, Unique look & feel, functional solutions and UX-User Experience for many operating

Systems such as Androids, IOS (Phones and iPad), and Windows Mobiles. To learn more visit: www.mawaqaa.com/mobility.html

1.1.3. Mawaqaa - Adzcom Digital Marketing

Adzcom is the subsidiary of Mawaqaa that is established with the vision to provide a full range of online advertising and social media management solutions to our clients across every digital channel. A comprehensive digital advertising strategy comprises of both display and search marketing. Through powerful partnerships with local and international publishers and ad serving experts, adzcom uses powerful targeting technology to turn your prospects into buyers. Adzcom also supports you with different inbound marketing solutions and strategic plans that will help you to evaluate your current online presence including the social media and how to enhance it for better return on value. To learn more visit: www.mawaqaa.com/adz.html & www.adzcom.com.

1.1.4. Mawaqaa Tech

Placing your website's critical data on the web requires a hosting platform that is secure, reliable, fast and easy to manage. Our corporate hosting packages are designed to ensure peace of mind so that you can focus on your business. To learn more visit: www.mawaqaa.com/tech.html

1.1.5. Mawaqaa Security

Cyber Security Consulting Services (CSCS) helps you view your IT security from an attacker's point of view, leveraging real-world techniques to identify exposures and assess their implications on your business. Our clients include some of the world's largest and most influential organizations, seeking to better defend their critical assets. Our professional and ethical hackers are able to perform any kind of web security test such as penetration tests, vulnerability tests and other security assessment's services. To learn more visit: www.mawaqaa.com/security.html

1.2. Standards & Methodologies

We use IEEE Standards for Software Development, as well as our own standards, templates and procedures resulting from our vast experience in the field, as the basis for our

approach to software development. This ensures that systems produced by National Web Solutions are of a high quality and meet the most demanding business standards.



IEEE Standards for Software Development

1.3. Choose the right vendor

The Question is always about How to choose the right vendor and the right partner to our business success and why the online presence is that much important for the success?

To answer this question we have to think a little bit deeply on why the online systems (website and the mobile applications) are important now a day. The online systems can help you to reflect your identity via branding, position your business and capabilities in the market and introduce yourself by attractive ways. It is a communication channel to share information, knowledge and experience, talk to a target audience to satisfy their needs, expand with the business and to be available for every one anytime and anywhere in order to enhance the company performance, and sustain the competitive advantage.

The right vendor would be the one who can provide you with following values:

- ☐ Consultancy services.
- ☐ Creative ideas.
- ☐ Focus on your business.
- ☐ Let you achieve your requirements.

We at Mawaqaa have the faith to be your best partner to grow your business with, below you will have a list of our strength in the market and our vision for The National Fund for SME Development's web project.

- 1- Dedicated talented team for each project, which consists of project manager, design team leader, developing team leader, designer, developer and auditor.
- 2- Professionalism is our muscles, and creativity is our brain.
- 3- Focus on providing high consultation service not only implementer so we share the customer and guide him for better business strategy for the online presence.
- 4- Challenge taker for launching state of the art website and solution.
- 5- We are highly committed to deliver what we Promise.
- 6- We are one of the biggest leaders in the market for more than 15 years.
- 7- Focus on grow with customer as partner in success.
- 8- Ensure high quality of services following the most up to date international standards within web design and web development technologies.
- 9- 100+ talented members.
- 10- Located in 4 countries (Kuwait, Jordan, UAE and India).
- 11- 50+ Ongoing Client, 83% Repeated Client.
- 12- Focus of providing UX - User Experience not only UI - User interface.
- 13- Designing award winning websites.

For more references please check the link <http://mawaqaa.com/clients.html>.

1.4. Mawaqaa Certified Partner

Official Microsoft Certified Partner for Share Point Integration.

Microsoft



Gold Partner with ORCKESTRA CMS for Content Management System. Previously called

Composite C1.



Official Partner with HubSpot for Inbound Marketing Solution

1.5. Principles Contacts

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2. INTRODUCTION

2.1. PROJECT OVERVIEW

2.1.1. Project title

Design and Develop CAD Consilio Website

2.1.2. Terminology

- MAWAQAA: National Web Solutions Company
- UI/GUI: User Interface/Graphical User Interface. Portion of the product where the user sees and interacts with.
- UX: User Experience
- QA: Quality Assurance. A planned and systematic process necessary to provide adequate confidence that the product optimally fulfills customer expectations
- Admin: Administrator/Administrator Section
- Client: Mr. Fawaz Al Khateeb

2.2. Project Objective

Many university students were struggle to have AutoCAD drawings in a professional way! So the need comes to have a website that offer drawing services for public audience which can submit a request through the website and pay online for these drawings. The proposed website would have most up-to-date features of web technologies, usability, creativity, user experience, and the latest trend in the market.



3. PROPOSED SOLUTION

3.1. Website Design Templates

During the gathering requirement phase, **two** designs will be provided for the Main Home Page and **two** designs for the Inner page. This phase will terminate when the client selects the final design frames (JPEG formats) which will be converted to HTML code.



3.2. Main Website Features

As per the client requirements, Mawaqaa's team recommend the following features which contains the following:

General Features

#	Features
1.	Creative website design with fresh, interactive look and up to date information
2.	Bilingual (Arabic / English)
3.	User friendly website structure and site navigation
4.	User friendly content based navigation and layout
5.	Responsive Website (PC / Mobile / Tablet / etc.)
6.	Focus on User Experience

Website Structure & Features:

#	Feature	Description
1.	Home Page	The main page which contains the Slideshow, display main menus and other links
2.	Language	Bilingual (Arabic / English)
3.	Sample Drawings	Videos (YouTube or Physical) Pictures
4.	About Me	Informative Page
5.	Contact Us	
6.	Drawing Request	<p>A form request to be fill for drawing service, and the admin would receive the requests for evaluation.</p> <p>The form would have the following fields:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Request by (Name of the person) <input type="checkbox"/> Mobile Number <input type="checkbox"/> Email Address <input type="checkbox"/> Request Description
7.	Registration	User should be register in order to make service request; registration can be as Facebook / Twitter / G+ / Form Registration
8.	Login	The user would access to Member Area (Explained below)

Member Area

After login, the registered user can see the following sections/functions:

Function Name	Description						
Profile	See the basic information						
Requests Status	See all requests status which belong to login user (Example below):						
	Date	Request Details	Status	Comments from Engineer	Price	Pay Online	Details
	20/5/2017	Please draw an AutoCAD for LMN	Approved – Not Paid	It will take 4 days to be ready	K.D 200	Pay Now	Click Here
	30/4/2017	Please draw an AutoCAD for XYZ	Rejected	This is NOT within my specialty	–		Click Here
	12/2/2017	Please draw an AutoCAD for ABC	Paid - Waiting for Delivery	It will take 2 weeks to be ready	K.D 500		Click Here

Downloads	Area to download files (Example Below) <table data-bbox="465 279 922 424"> <tr> <th data-bbox="465 279 674 327">Date</th><th data-bbox="674 279 922 327">File Name</th></tr> <tr> <td data-bbox="465 327 674 375">20/05/2017</td><td data-bbox="674 327 922 375">Project A.DWG</td></tr> <tr> <td data-bbox="465 375 674 424">30/4/2017</td><td data-bbox="674 375 922 424">Project B.DWG</td></tr> </table>	Date	File Name	20/05/2017	Project A.DWG	30/4/2017	Project B.DWG
Date	File Name						
20/05/2017	Project A.DWG						
30/4/2017	Project B.DWG						
Forget Password	Reset password						

Drawings Request Process

The steps for requesting drawings through the website is like the following:

- ❑ The registered user (requestor) would click on “Drawing Request” and fill the form (with all details)
- ❑ The admin would review all the requests from the control panel (dashboard) in the admin module and evaluate each one of them.
- ❑ For rejected requests, the admin would type the reason and send it back to the requestor
- ❑ For approved requests, the admin would set the price for the assignment and send it back to the requestor.
- ❑ The requestor would be notified by email about his request (approved or rejected), there are a respond for his request, and need to login to the website and check.
- ❑ If requestor would pay online (through payment gateway) for the agreed amount
- ❑ The admin would be notified that the requestor has been pay, and he will start doing the drawings.
- ❑ Once the drawings are finished, the admin would open the request from the dashboard, and upload the files
- ❑ The requestor would get a notification by email that, his drawings is ready in the download section in the website
- ❑ The requestor would login to the website and download the files from member area.

Admin Module

The admin user can use the control panel (dashboard) to do the following:

- Manage Users
- Pending Requests
- Reports

Pending Requests

The admin can review all pending requests from the users in order to approve or reject. The admin would write his comments and set the price for the drawing. Then it would be send to the requestor for payments. Example below

DATE	REQUEST FROM	REQUEST DESCRIPTION	STATUS
12/04/2017	Ahmed Yousef	Please draw an AutoCAD for LMN	NOT REVIEWED

13/04/2017	Jassem Hamad	Please do me a (3) drawings for project ABC	APPROVED – NOT PAID
01/05/2017	Khalid Al Dakheel	Do drawing for XYZ	PAID – WAITING FOR DELIVERY

If the admin clicks on any request, he would set the action, amount, and comments.

Example below:

Date	12/04/2017
Request From	Ahmed Yousef
Request Description	Pease draw an AutoCAD for LMN
Status	Not reviewed
Action *	Approve / Reject
Amount (K.D) *	200 (If Approved)
Admin Comments *	It will take 4 days to be ready
Upload Files	The admin would upload the files for the drawings

The “Status” options for the requests are like the following:

Status Type	Description
Not Reviewed	The admin didn't make any actions
Rejected	The admin reject the request
Approved – Not Paid	The admin approve the request, and waiting for the user to pay
Approved – Waiting for Delivery	The user paid for the drawing, and waiting for the drawing to be finish
Delivered	The admin upload the drawings files to the user
Canceled	The admin cancel the request (if it is NOT paid for long time)

Reports

The admin can generate the following reports:

- Pending Requests (shows all requests were Status = Not Reviewed)
- List of all requests (by status)
- Payment Report

4. OUT OF SCOPE

The following points are considered as out of scope:

1. Providing SMS bulk package
2. Integrating SMS gateway
3. All hardware purchases or configurations (Servers, Laptops, PC, Printers, etc.)
4. Licensing Fees for any product/services (Unless it was mentioned in the pricing section)
5. Integration with any 3rd party applications or In-House Software
6. Any point which NOT cover in the “Proposed Solution” is consider to be out of scope

5. PROJECT PLAN

Project Activities & Tasks	Deliverables
PROJECT INITIAL AGREEMENT	
Initial Requirements Gathering	- High level proposal document - Signed Contract by both MWAQAA and client.
Proposal Agreement (Approval)	
Signing the contract	
Project Initiation Activities	
Requirements Gathering and Analysis Process	- Kick off meetings letter to start the project.
Site Structure Definition & Approval Process	- Approved Site structure document. - Estimated Project Timeline
Layout Design Activities	
1. Home & Inner Page Layout Design Process	- Approved JPEG of Home page and one Inner page layout. - HTML pages for the mater templates.
2. Design Enhancements	
3. Convert the approved design to HTML	
Pre-development Analysis	
1. Writing the technical description of added components in form of SRS document (Software Requirement Specifications)	- SRS contains Functional requirements, Non-Functional requirements, All HTML design pages, Database Design and Table relations. - SRS Approval by Client
System Development and Integration Processes	
1. Backend System set up.	A version of the system for testing and bug fixing.
2. Frontend System Development	

3. Web based admin panel development.	
4. Convert the design Slices into development code to provide Functional Screens.	
Deployment & Testing	
1. System Deployment	- Launching the Website - Bug fixing report (if any).
2. Client Testing & Approval	
3. Launching the system	
End-Users Training	
Practical Training on both backend and frontend parts.	Onsite training by MAWAQAA technical team.

5.1. Testing Approach

Testing will be applied during the whole project implementation phases and cover the following points:

- Functionality Testing
- Design testing
- Website usability testing
- Use cases testing

Unit Testing – Unit testing will be performed for each completed major milestones by the assigned Developer.

Integration Testing – QA specialists will be assigned to test the integrated solution after the full integration process in a test environment.

Solution Testing – Once the integration is done, the system will then be tested as a whole as per the requirements provided earlier by the client.

5.2. Tracking Project

Mawaqaa using a very efficient tool “Basecamp Project Management tool” that allow both parties to track all project implementation phases, accounts will be created for all Mawaqaa teams who will work on Project Owner project and Project Owner teams who are responsible of managing the project during the implementation phase.

Any change request on the project during the implementation time will be submitted through an official form and a subject for evaluation.

KEY ASSUMPTIONS

1. Any content provided by the client should be provided in a digital format Only (CD-ROM, flash Memory or external Drive)
2. Any modifications to the scope of work will be handled through a change control process and will be agreed by both parties
3. The Deadlines can be affected by the new change request orders.
4. An authorized representative from the client side is always available during the project cycles
5. All changes to schedule or technical requirements must be provided to MAWAQAA in written format. Email is considered as written format and receipt of correspondence should be provided.
6. The Client had accepted the “Costs/Time Estimate” and “Standard terms and conditions” in the proposal.
7. Proper development will only start after all pre-development documentations and graphic interface templates has been approved.
8. Screenshots provided in this document is for reference only and application interface elements might change to enhance the look and feel of the application
9. Solution will NOT support legacy browsers (such as IE8 and below) and any browsers which has support revoked from the creators.
10. All our prices are in KWD.
11. The proposal will be accepted in total and is not divisible. Costing is calculated on size and scope. If the scope and size changes, the billing will be re-adjusted.
12. Any deliverable submitted for acceptance will be deemed accepted if MAWAQAA did not receive any official rejection or feedback within three working days from the submittal date.
13. All communication will be made through MAWAQAA project manager.
14. Additional services outside the scope will be evaluated and priced on a separate work order. Pricing will be mutually agreed upon between the Client and MAWAQAA at the required time.

7.

15. Government & Public holidays are not currently counted in this timeline

8.

PROJECT COST

Mawaqaa Professional Services

Service Description	Price / Kuwaiti Dinar
Responsive Website design and development (Bilingual)	K.D
Drawing Request Module, include: <ul style="list-style-type: none"><input type="checkbox"/> Admin Control Panel (Dashboard)<input type="checkbox"/> User Registration & Member Area<input type="checkbox"/> Payment Gateway Integration<input type="checkbox"/> Reports	K.D
(3) Months Support after Closure Letter	Free
User Training	First time Free
Total After Special Discount of 1,000 KD	K.D

Additional Services:

Service Description	Price / Kuwaiti Dinar
Yearly support and maintenance contract that would cover all the taken services within 30 hours	K.D 750
Annual Shared Hosting Services for (5GB) disk space	K.D / Yearly
Domain Name Registration (www.cadorder.com)	K.D 20 / Yearly

TRAINING

9.

Training manuals for the end-users, power-users, and administrators will be provided upon conducting the training sessions.

- End-Users Training (On Site): One training sessions.
- Administrators Training (On Site): Two training session.

10. TERMS AND CONDITIONS

Confidentiality and Copyright

All the information contained in this proposal is confidential, commercial in nature, subject to contract, and is submitted by Mawaqaa™ National Web Solutions under a condition or understanding that only the Client's official staff will use it.

Duration

This proposal will remain valid for a period of **30 days** from the date of the proposal.

Payment Method

- **First Payment – 25%** to be paid upon the signing of an official agreement on May 25, 2017.
- **Second Payment – 25%** to be paid on June 25, 2017.
- **Third Payment – 25%** to be paid on July 25, 2017.
- **Final Payment – 25%** to be paid on August 25, 2017 after signing the Closure Letter.