# Website Development

**Organization: Zoho Corp**

**Response Deadline: 2025-09-26**

# Executive Summary

Provide a comprehensive overview of the project, including its purpose, scope, objectives, and expected outcomes. Explain the business need and the value proposition for responding vendors.

## Project Background and Objectives

Detail the background information leading to this RFP, including any relevant history, current challenges, and strategic goals. Clearly define the project objectives and success criteria.

## Scope of Work

Define the detailed scope of work including all deliverables, milestones, and outcomes. Specify what is included and excluded from the project scope. Include technical specifications and performance requirements.

## Technical Requirements

List all technical specifications, standards, protocols, and requirements for the project. Include hardware, software, integration, security, and compliance requirements. Specify any existing systems that need to be integrated with.

## Submission Requirements

Specify detailed requirements for proposal submissions, including format, content, structure, and documentation. Define submission deadlines, methods, and contact information. Include requirements for presentations or demonstrations.

## Evaluation Criteria and Scoring

Detail the comprehensive evaluation process, including all criteria and their weightings. Explain how proposals will be scored and ranked. Include technical evaluation, business evaluation, and any presentation components.

## Project Timeline and Milestones

Provide a detailed project timeline with key milestones, deadlines, and deliverables. Include phases such as requirements gathering, design, development, testing, deployment, and support. Specify any critical path items.

## Terms and Conditions

Include all contractual terms, conditions, legal requirements, and obligations. Cover intellectual property rights, confidentiality, warranties, liability limitations, payment terms, and termination conditions.

## Budget and Pricing Structure

Specify the available budget range or request detailed vendor pricing information. Define the required pricing structure, including breakdowns for different components, payment milestones, and any cost escalation clauses.

## Vendor Qualifications and Experience

Define the required qualifications, experience, and capabilities for responding vendors. Include requirements for team composition, certifications, past performance, and references. Specify any minimum financial thresholds.