**{{ q17\_companyName }}**

{{ q27\_projectName }} Specification Review

Prepared by: {{ q36\_yourName.first }} {{ q36\_yourName.last }}

**Dear {{ q19\_mainContact19.field\_3 }},**

Thank you for the opportunity to review your development requirements.

As per our conversation, this document outlines our proposal to build the **{{ q27\_projectName }}** system.

The following estimate is based on our current understanding of your requirements from the information you have given us. Actual work may vary from the estimated times.

These estimates are valid for 30 days from date of issue. After this, the rates and estimates are subject to change.

The resources allocated to your project depend on availability. All efforts will be made to allocate the original resources used on the Spec Review, but that cannot be guaranteed.

I look forward to your feedback.

Yours sincerely,

{{ q36\_yourName.first }} {{ q36\_yourName.last }}

{{ q38\_yourTitle }}

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# Relevant Parties

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Company | Project Role | Contact |
| {%tr for p in q35\_projectStakeholders\_parse %} | | | |
| {{ p.Name }} | {{ p.Company }} | {{ p.Role }} | {{ p.Email }}  {{ p.Mobile }} |
| {%tr endfor %} | | | |

# High level design

{% for img in img\_highLevel %}

{{ img }}

{% endfor %}

# Scope

**{{ q27\_projectName }}** consists of the following functional areas {% for area in q39\_majorFeatures\_parse %}

* **{{ area.Name }}**: {{ area.Description }} {% endfor %}

# Out of Scope

The following are identified as out of the scope of **{{ q27\_projectName }}** project:{% for out in q40\_outOfScope\_parse %}

1. **{{ out.Name }}**: {{ out.Reason }} {% endfor %}

# Costing Summary

Note: All numbers are ex. GST

|  |  |  |
| --- | --- | --- |
| task | Est. effort (hr) | is mvp |
| {%tr for t in q34\_listOfPbi\_parse %} | | |
| {{ t.PBI }} | {{ t.Estimated\_Hours }} | {{ t.Is\_MVP }} |
| {%tr endfor %} | | |

{% if q26\_allRequirements == ‘NO’ %}

**NOTE:** More requirement analysis is required

{% endif %}

**Total Estimated Hours: {{ q41\_totalEstimate.field\_1 }}**

**Total Estimated Cost (standard rate): ${{ q41\_totalEstimate.field\_3 }}.00**

**Total Estimated Cost (prepaid rate): ${{ q41\_totalEstimate.field\_4 }}.00**

{% if q8\_additionalComments %}

# Additional Notes

{{ q8\_additionalComments }}

{% endif %}