

Proposal for

‘Hajira’- A complete Attendance and Payroll System

To: Ecotrim Bangladesh Ltd.

Date: 23-11-2022

About Acquaint Technologies

Acquaint Technologies has provided website development service for numerous clients in Bangladesh and abroad since 2016. Ten dedicated professionals and several outsourcing partners are making this organization capable of providing almost all standard solutions possible on the web.

Programmers working here are highly adaptable and result driven. Designers have more than 7 years' experience of designing communicative design. We have a flexible environment where we work together as a single team and through discussion and cooperation we can produce the highest result in a short period of time. From Acquaint Technologies we have always focused on building softwares which are functional, easy to use, informative and interactive. From a team like Acquaint Technologies, you can expect cutting edge software for it's beloved consumers. For more info visit <https://acquaintbd.com/>

Project Overview

The purpose of the project is to execute complete design and development of a complete web based Attendance Management Software for your company which will help the management to track their total HR process in a very easy and fast way. This solution will be reliable for Admin officials, HR division, Management and Employees/Workers. Our Attendance management software is a PHP/jQuery based hosted web application that allows you to manage your Employee detail information, Attendance, Overtime, Leave, Holiday information from anywhere whether in the office, at home, or on the go. All you need to access this device with an internet connection.

Software features with Payment Details

SL No	Feature Items	Required Status	Price in Taka
1.	Employee Management	Mandatory	10,000
2.	EOT Management	Mandatory	5,000
3.	Company Departments and Employee Designation Management Management	Mandatory	5,000
4.	Attendance Management Employee wise	Mandatory	15,000
5.	Leave Management Module with leave quota monitoring	Optional	15,000
6.	Holiday Management Module	Optional	3,000
7.	OT Management	Mandatory	5,000
8.	Overtime Section User wise Different Section	Mandatory	15,000
09.	Employee ID Card Printing features	Optional	15,000
10.	Job Management Online circular	Optional	15,000
12.	System User Management	Mandatory	5,000
13.	Daily and Monthly Report section	Optional	15,000
14.	Permission assign section Bulk Attendance Upload Advance setup module for different setting values. Database Backup Admin panel for both HR administrators and Employee	Mandatory	5,000

Notes:

1. No VAT and Tax is Added to this Quotation.
2. Server Hosting will be provided by Clients. It is not included here.
3. No hardware will be provided in this pricing.
4. For payment, the Bank Account Name is **Acquaint Technologies**.
5. **Price is not negotiated. It is fixed and the final, mandatory item must be in the package set. options items depend on your wish.**

Additional Features (Optional)	Price in Taka
Payroll and Salary generate Management	50,000
Provident fund and Gratuity	40,000

Payment Methods

- On acceptance of the project proposal - 70%
- At the time of Delivery - 30%

Support

- High priority support will be provided for up to 01 months of project delivery with 24 hours turnaround time.
- After 01 month it will need a maintenance contract

Training

- One person from Acquaint Technologies will conduct the training for two persons for one day.

Maintenance

Maintenance can be done according to the monthly volume of work.

After delivery of the software, we will charge a monthly BDT 1000/-