

# Proposal System Implementation Company Project & Assets Stakeholder Engagement Activity



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# Control Sheet

Client	: Go-Jek
Doc Title	: Proposal System Implementation – Company Project & Assets Stakeholder Engagement Activity
Doc. No.	: P-ISA/2019/012/ Version 1
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Date	: 22 Februari, 2019

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# Scope of Work

# Scope of Work

## **Scope of Proposal:**

- bpm'online On-Cloud/On-site Subscription
- System Implementation for web based & Mobile Apps Integration

## **Scope of Organization:**

- Go-JEK Indonesia, 1 site in 1 location.

## **Scope of Implementation:**

- Requirement analysis
- Solution design
- System Customization
- System Testing
- Training User

## **Post Implementation Support:**

- 1 months Post Implementation Supports

## **Documentation:**

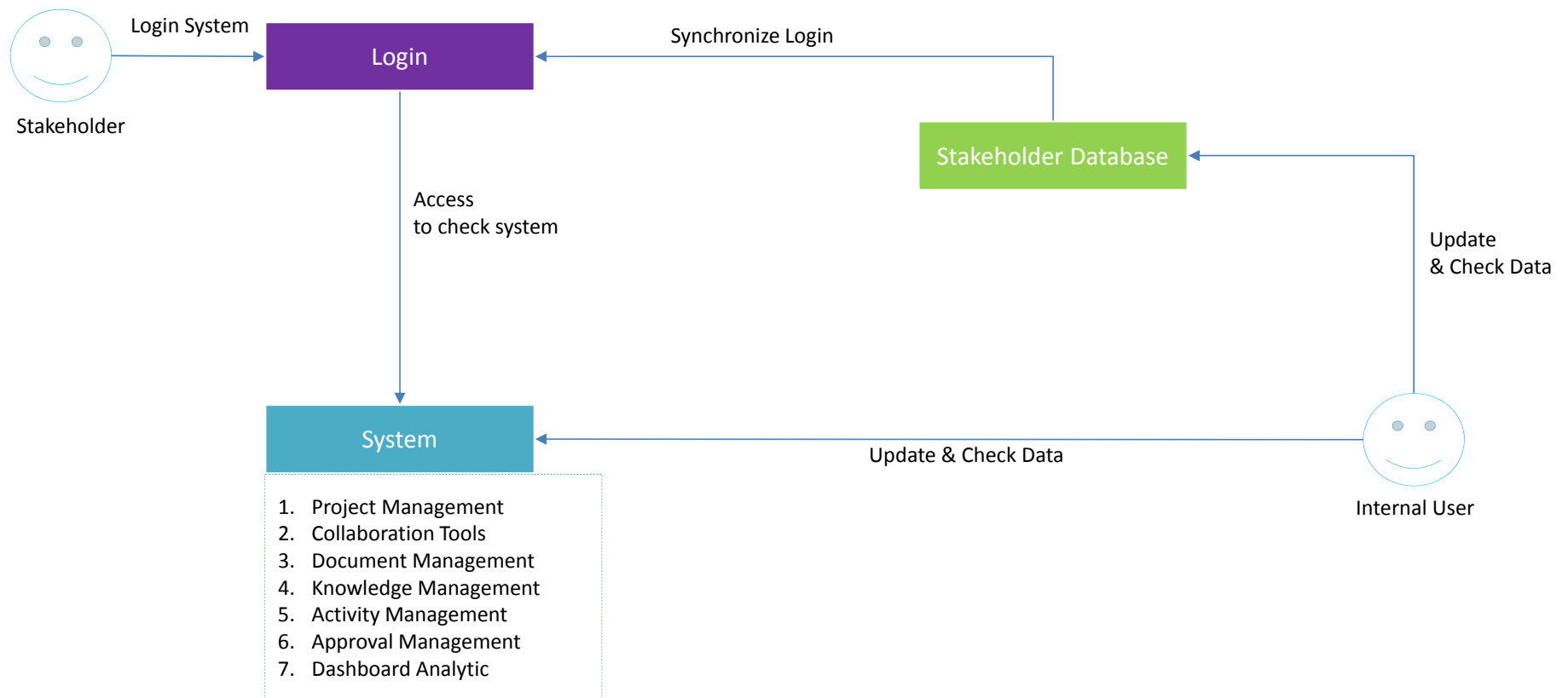
- Standard User Guide (in English)
- Functional Design (in English)

# Scope of Work

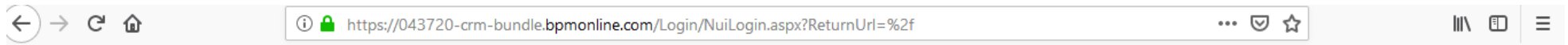
## **Scope of Customization:**

- Stakeholder Management
- Activity Management
- Project Management
- Document Management
- Knowledge Management
- Collaboration tools
- Dashboard Analytic
- Approval Management
- Access right user Management

# System Flow



# Sample – Login



Username

Password

LOG IN

Version 7.13.3.481

# Sample - Stakeholder Management

Go -JEK

Dashboards

Feed

Projects

Activities

Knowledge base

Documents

Stakeholder

Stakeholder

NEW CONTACT

ACTIONS

Filters/folders

Tag

Contact name	Account	Job title	Business phone	Mobile phone	Email
Administrator	Our company				
Alexander Wilson	Accom (sample)		+1 (212) 1542 4238	+1 (212) 854 7512	a.wilson@alphabusiness.com
Alice Phillips	Streamline Development	CEO	+44 (15) 1440 5222	+44 (782) 204 5477	alice.phillips@streamdev.co.uk
Andrew Baker (sample)	Accom (sample)	Specialist	+1 617 440 2031	+1 617 221 5187	a.baker@ac.com
Andrew S. Barber	Infocom	Specialist	+1 206 480 3801	+1 206 587 1036	a.barber@gros.com
Bruce Clayton	Axiom	Specialist	+1 404 532 3976	+1 404 389 0476	clayton@axiom-corp.com
Caleb Jones	Our company	CEO	3010	+44 782 223 4967	c.jones@yahoo.co.uk
Christine Nelson	Build Technologies	Specialist	+44 (20) 3488 6553	+44 (788) 247 1010	christine@novcorp.co.uk
Christopher Brown	Optimum Services	CEO	+44 (20) 4849 3465	+44 (752) 254 7058	c.brown@corporate.apex-co.uk
Email Supervisor					
Grace Stewart	Clearsoft	Specialist	+1 404 571 2302	+1 404 047 2547	grace.ste@aol.com
Henry Wayne	Apex Solutions	CEO	+1 206 429 1595	+1 359 258 9878	henry.wayne@apex.com
Hillam Jazlyn	Console Solutions	CEO	+1 216 874 56 59		VinceStrite@gmail.com
James Smith	Gateway	Sales manager	+44 (15) 1432 4926	+44 (787) 121 4006	smith@gateway-invest.co.uk
Jane Russel	Nova	CEO	+44 1922 423876	+44 (0) 121 414 6351	russel@n-pharm.com

What can I do for you?

GO -JEK  
7.13.3.481  
VIEW



# Sample - Stakeholder Management

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👤

Alice Phillips

CLOSE

ACTIONS



100%  
10:32 PM,  
Melbourne

Full name\*

Alice Phillips

Full job title

Managing Partner

Mobile phone

+44 (782) 204 5477

Business phone

+44 (15) 1440 5222

Email

alice.phillips@streamdev.co.uk

Account


Streamline Development

Type

Customer

What can I do for you?

GO JEK  
7.13.3.481  
VIEW



⚙️  
?

📞

✉️

💬

🔔

📄

NEXT STEPS (2)

< CONTACT INFO CURRENT EMPLOYMENT TIMELINE HISTORY ATTACHMENTS AND NOTES FEED >

Type

Customer

Owner

Megan Lewis

Title

Ms.

Gender

Female

Recipient's name

Phillips

Preferred language

Communication options

+ 📧 📞

Business phone

+44 (15) 1440 5222

📞

Mobile phone

+44 (782) 204 5477

📞

Do not use email

☒

Do not use phone

☒

Do not use SMS

☒

Do not use fax

☒

Do not use mail

☒

Addresses

+ ⋮

Address type	Primary	Address	City	Country	ZIP/postal co...
Shipping	Yes	19/16-18 Madura St	Melbourne	Australia	3006

# Sample - Stakeholder Management (Time Line & History)

The screenshot displays a user interface for stakeholder management, specifically for Alice Phillips. The interface is divided into several sections:

- Header:** Includes a search bar "What can I do for you?", a "GO JEEK" logo with version "7.13.3.481", and a "VIEW" button.
- Left Sidebar:** A green sidebar with navigation icons. The top section shows a profile card for Alice Phillips with a 100% completion bar and a clock icon indicating "10:32 PM, Melbourne". Below this are fields for "Full name\*", "Full job title", "Mobile phone", "Business phone", and "Email". The bottom section shows "Account" as "Streamline Development" and "Type" as "Customer".
- Main Content Area:**
  - Next Steps (2):** A section with icons for phone, email, chat, and a flag.
  - Timeline:** A section with tabs for "EMPLOYMENT", "MAINTENANCE", "TIMELINE" (selected), "HISTORY", "ATTACHMENTS AND NOTES", and "FEED". It includes a search bar and filters for "<Start date> till <Due date> X" and "Owner".
  - Timeline Entries:**
    - January 2019:**
      - Verify payments:** testing Mo 1/28/2019 11:00 AM
      - 109-01:** Megan Lewis Mo 1/28/2019 12:00 AM. Details: Type: Minutes, Status: Inactive.
      - Call Alice, settle delivery issues:** testing We 1/23/2019 8:20 AM
      - testing to: Alice Phillips:** Tu 1/22/2019 12:05 PM. Details: Case #SR00000048 "Consultation on functionality" update: new message received. Hello, Alice Phillips!

# Sample - Collaboration tools

The screenshot displays a collaboration tool interface with a green sidebar on the left and a main content area. The left sidebar contains icons for navigation: a back arrow, a menu, a play button, a plus sign, a bar chart, a speech bubble, a document, a flag, a book, a list, and a person icon. The main content area is divided into two sections: a 'Feed' on the left and a 'What are you working on?' section on the right.

**Feed Section:**

- Post 1:** Supervisor posted in channel [Company news](#).  
Welcome to bpm'online marketing! Get started with a short [video](#) and a product overview on this [website](#). Get rid of routine and focus on interesting and out of box tasks. Everything else leave to bpm'online marketing. Well, almost everything ☺  
2/19/2019 at 2:42 PM | Comments | 1 Like
- Post 2:** testing posted in knowledge base article [Command Line Shortcuts](#).  
We also use "Create" shortcut along with "Add".  
1/21/2019 at 8:19 AM | Comments | 1 Like | Unlike
- Post 3:** testing posted in contact [Andrew S. Barber](#).  
Meeting with Andrew is rescheduled for the next week.  
1/21/2019 at 8:19 AM | Comments | 1 Like
- Post 4:** testing posted in lead [Hardware / Zane Rogers, Global Venture](#).  
It's a Global Venture's subsidiary company, it should be registered separately.  
1/21/2019 at 8:19 AM | Comments | 3 Likes | Unlike

**What are you working on? Section:**

- Post 1:** Supervisor posted in channel [Company news](#).  
Welcome to bpm'online marketing! Get started with a short [video](#) and a product overview on this [website](#). Get rid of routine and focus on interesting and out of box tasks. Everything else leave to bpm'online marketing. Well, almost everything ☺  
2/19/2019 at 2:42 PM | Comments | 1 Like
- Post 2:** testing posted in knowledge base article [Command Line Shortcuts](#).  
We also use "Create" shortcut along with "Add".  
1/21/2019 at 8:19 AM | Comments | 1 Like
- Post 3:** testing posted in contact [Andrew S. Barber](#).  
Meeting with Andrew is rescheduled for the next week.  
1/21/2019 at 8:19 AM | Comments | 1 Like
- Post 4:** testing posted in lead [Hardware / Zane Rogers, Global Venture](#).  
It's a Global Venture's subsidiary company, it should be registered separately.  
1/21/2019 at 8:19 AM | Comments | 3 Likes

The right-hand sidebar contains a search bar, a user profile, a settings gear, a help icon, and a vertical stack of communication icons: a phone, an envelope, a speech bubble, a bell with a red '2' notification badge, and a document icon.

# Sample - Project Management

The screenshot displays a web-based project management application. On the left is a green sidebar with navigation icons. The main header includes a search bar, user profile, and version number. Below the header is a filter bar with date ranges and dropdown menus. The project list contains six entries, each with a title, account, type, status, stakeholder, and deadline.

Project Name	Account	Type	Status	Stakeholder	Deadline
Project with Polri	Our company	External Project	Planned	William Walker	
Project With Departement Keuangan	Alpha Business	Complex project	Completed	testing	3/30/2018
Project With Departement Perhubungan	Axiom	External Project	Planned	Peter Moore	
Project wiht Goverment Vietnam	Axiom	Complex project	Completed	Symon Clarke	3/25/2018
Project Internal Issue	Our company	Internal project	In progress	Peter Moore	
Project with BUMN				testing	

# Sample - Project Management Information

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Go -JEK ▾

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 Dashboards

💬

 Feed

📅

 Projects

🚩

 Activities

📖

 Knowledge base

📄

 Documents

👤

 Stakeholder

Project with Polri

What can I do for you? >

GOJEK  
7.13.3.481

VIEW ▾

SAVE

CANCEL

ACTIONS ▾

🔗

Planned

In progress

Completed

Canceled

NEXT STEPS (0)

☎

✉

💬

🚩

▾

Name\* Project with Polri

Status\* Planned

Main Stakeholder\* William Walker

< GENERAL INFORMATION

STRUCTURE

FINANCIAL INDICATORS

HISTORY

ATTACHMENTS AND NOTES

FEED

>

Account Our company

Completion % 0.00

Calculate automatically ☐

Start 4/30/2018

End 5/24/2018

Contact

Type\* External Project

Duration 152 h 0 min

Deadline

# Sample - Project Management Structure

The screenshot displays the Go-JEK Project Management Interface. On the left is a green sidebar with navigation icons and labels: Dashboards, Feed, Projects (highlighted in orange), Activities, Knowledge base, Documents, and Stakeholder. The main content area is titled 'Project with Polri' and includes a search bar, a status bar with 'Planned', 'In progress', 'Completed', and 'Canceled' stages, and a 'NEXT STEPS (0)' section. Below this, the project details are shown: Name 'Project with Polri', Status 'Planned', and Main Stakeholder 'William Walker'. A tabbed interface at the bottom shows 'GENERAL INFORMATION', 'STRUCTURE' (selected), 'FINANCIAL INDICATORS', 'HISTORY', 'ATTACHMENTS AND NOTES', and 'FEED'. The 'STRUCTURE' tab contains a table of roles and contacts.

Role	Contact	Email	Mobile phone
Admin	Mary King		
Stakeholder I	Valerie E. Murphy	valerie.murphy1980@gmail.com	+44 782 245 8357
Stakeholder II	Mary King	maryking.primary@yahoo.com	+44 782 493 3222

# Sample Screenshot Project Management History

The screenshot displays the 'Project With Departement Keuangan' page in the GO-JEK application. The left sidebar contains navigation options: Dashboards, Feed, Projects (highlighted), Activities, Knowledge base, Documents, and Stakeholder. The main content area shows a project progress bar with stages: Planned, In progress, Completed, and Canceled. Below this, the 'NEXT STEPS (1)' section lists the project details: Name 'Project With Departement Keuangan', Status 'Completed', and Main Stakeholder 'Doni Tata'. The 'HISTORY' tab is active, showing a table of activities.

Title	Category	Owner	Start	Status
Prepare specifications	Paper work	Doni Tata	1/21/2019 1:00 PM	Not started
Presentation	Meeting	Doni Tata	1/3/2019 3:00 PM	Completed

Below the activities table, there is an 'Email' section with a '+ : ' icon. The bottom of the screen shows 'No data'.

# Sample - Project Management Attachment and Notes

The screenshot displays a project management application interface. On the left is a green sidebar with navigation icons and labels: 'Go -JEK', 'Dashboards', 'Feed', 'Projects' (highlighted in orange), 'Activities', 'Knowledge base', 'Documents', and 'Stakeholder'. The main content area is titled 'Project With Departement Keuangan' and includes a search bar 'What can I do for you?' and a 'GO JEK 7.13.3.481' logo. Below the title is a 'CLOSE' button and an 'ACTIONS' dropdown. A progress bar shows stages: 'Planned' (green), 'In progress' (green), 'Completed' (green), and 'Canceled' (gray). Below the progress bar is a 'NEXT STEPS (1)' section with icons for a phone, email, chat, and flag. The main form contains fields for 'Name' (Project With Departement Keuangan), 'Status' (Completed), and 'Main Stakeholder' (Doni Tata). Below the form is a tabbed interface with tabs: 'GENERAL INFORMATION', 'STRUCTURE', 'FINANCIAL INDICATORS', 'HISTORY', 'ATTACHMENTS AND NOTES' (active), and 'FEED'. The 'ATTACHMENTS AND NOTES' tab is divided into two sections: 'Attachments' and 'Notes'. The 'Attachments' section has a dashed box with the text 'Drag file here'. The 'Notes' section has a rich text editor with a toolbar containing icons for undo, redo, font face (Bpmonline Open Sans), font size (14), bold (B), italic (I), underline (U), text color (A), background color (Ab), bulleted list, numbered list, decrease indent, increase indent, full screen, print, and link. Below the toolbar is a text input area.



# Sample - Activity Management

The screenshot displays the GO-JEK Activity Management interface. On the left is a green sidebar with navigation options: Dashboards, Feed, Projects, Activities (highlighted), Knowledge base, Documents, and Stakeholder. The main area is titled 'Calendar' and features a search bar 'What can I do for you?' and a user profile 'GO-JEK 7.13.3.481'. Below the title are buttons for 'NEW TASK', 'ACTIONS', 'OPEN', 'COPY', and 'DELETE'. The calendar view shows a week from Sunday (17) to Saturday (23). Two tasks are visible: '9:59 AM-10:29 AM Precision Systems: Conduct' on Sunday and '2:41 PM-4:41 PM Visit bpm'online Knowledge Hub (bpmonline.com/comm/base/10301)' on Tuesday. A right sidebar contains communication icons: phone, email, chat, and a notification bell with a red '2' badge.

Calendar

What can I do for you?

GO-JEK 7.13.3.481

VIEW

NEW TASK ACTIONS OPEN COPY DELETE

2/17/2019 till 2/23/2019 Employee Filters/folders Tag

17, Su 18, Mo 19, Tu 20, We 21, Th 22, Fr 23, Sa

8

9

10 9:59 AM-10:29 AM Precision Systems: Conduct 10:00 AM-10:30 AM

11

12

13

14 2:41 PM-4:41 PM Visit bpm'online Knowledge Hub (bpmonline.com/comm/base/10301)

15

16

17

18

Phone, Email, Chat, Notification (2)

# Sample - Activity Management

The screenshot displays the GO-JEK Activity Management interface. On the left is a green sidebar with navigation options: Dashboards, Feed, Projects, Activities (highlighted), Knowledge base, Documents, and Stakeholder. The main area is a calendar titled 'Calendar' with a search bar 'What can I do for you?' and a user profile 'GO-JEK 7.13.3.481'. The calendar shows a task for '2/17/2019 till 2/23/2019' with a status of 'Employee'. A modal window titled 'Task' is open, showing details for a 'Meeting Project Management' task. The task is scheduled for '2/18/2019' from '10:00 AI' to '10:30 AI'. The category is 'Meeting' and the status is 'Not started'. The owner is 'Megan Lewis'. There is a 'Connections' section with a plus sign. The modal has 'SAVE' and 'CANCEL' buttons at the bottom.

**Task Details:**

Field	Value
Task Name	Meeting Project Management
Start	2/18/2019 10:00 AI
Due	2/18/2019 10:30 AI
Category	Meeting
Status	Not started
Owner	Megan Lewis

# Sample - Document Management

The screenshot displays a document management system interface. On the left is a green sidebar with navigation options: Dashboards, Feed, Projects, Activities, Knowledge base, Documents (highlighted), and Stakeholder. The main area is titled 'Documents' and features a search bar, a 'NEW DOCUMENT' button, and an 'ACTIONS' dropdown. Below this is a table of documents with columns for Number, Date, Type, Account, Owner, and Status.

Number	Date	Type	Account	Owner	Status
095-01	1/7/2019	Minutes	Alpha Business	Doni Tata	Draft
102-01	1/22/2019	Minutes	Alpha		
105-01	12/28/2018	Minutes	Alpha		
102-02	1/8/2019	Regulation	Alpha		
105-02	1/3/2019	Regulation	Alpha		
108-01	1/23/2019	Minutes	Clears		
108-02	1/6/2019	Regulation	Clears		
098-01	12/31/2018	Minutes	Durab		
096-01	1/7/2019	Minutes	Infoco		
096-02	1/29/2019	Regulation	Infoco		
085-01	1/6/2019	Minutes	Milesto		
103-01	1/10/2019	Minutes	Axiom		
103-02	1/10/2019	Regulation	Axiom		
103-02	1/6/2019	Incoming document	Alpha		
119-01	1/7/2019	Regulation	Apex S		

The right pane shows the details for document '095-01'. It includes a 'Sharing Document' button, a 'CLOSE' button, and an 'ACTIONS' dropdown. Below this are tabs for 'GENERAL INFORMATION', 'HISTORY', 'ATTACHMENTS AND NOTES', and 'FEED'. The 'ATTACHMENTS AND NOTES' tab is active, showing a 'Drag file here' area and a 'Notes' section with a rich text editor. The right sidebar contains a user profile for 'GO JEEK' and a vertical toolbar with icons for various functions.

# Sample - Knowledge Management

The image displays a Knowledge Management system interface. On the left is a green sidebar with navigation options: Dashboards, Feed, Projects, Activities, Knowledge base (selected), Documents, and Stakeholder. The main content area is titled 'Knowledge base' and features a search bar 'What can I do for you?' and a 'GO JEEK' button. Below this is a list of articles, each with a title, last change date, and author. The selected article is 'What to do when your laptop's touchpad stops working', which is an FAQ. The detailed view of this article shows its title, type (FAQ), and modification details (modified by Doni Tata on 3/18/2017 at 7:22 AM). The article content includes a paragraph about troubleshooting the touchpad, a photo of an F8 key, and a final instruction to check the touchpad settings.

**Knowledge base**

What can I do for you? **GO JEEK** 7:13:5:401 **VIEW**

**NEW ARTICLE** **ACTIONS**

Filters/folders Tag

**What to do when your laptop's touchpad stops working** Type: FAQ

Last change: 3/18/2017 7:22 AM Author: Doni Tata

**Field sales presentation** Type: Rules and regulations

Last change: 3/18/2017 12:46 PM Author: Doni Tata

**Integration with Email Providers**

Last change: 3/18/2017 7:22 AM Author: Doni Tata

**New Presentation Style**

Last change: 3/18/2017 9:08 AM Author: Doni Tata

**Magazine Advertising**

Last change: 3/18/2017 9:08 AM Author: Doni Tata

**Conducting Online Presentation**

Last change: 1/21/2019 8:19 AM Author: Doni Tata

**Headset or Microphone Doesn't Work**

**What to do when your laptop's touchpad stops working** **CLOSE** **ACTIONS**

Name\* What to do when your laptop's touchpad stops working

Type\* FAQ

Modified by Doni Tata Modified on 3/18/2017 7:22 AM

**GENERAL INFORMATION** **FILES** **CONNECTED TO**

Bpmonline Open Sans 14 B I U A Ab

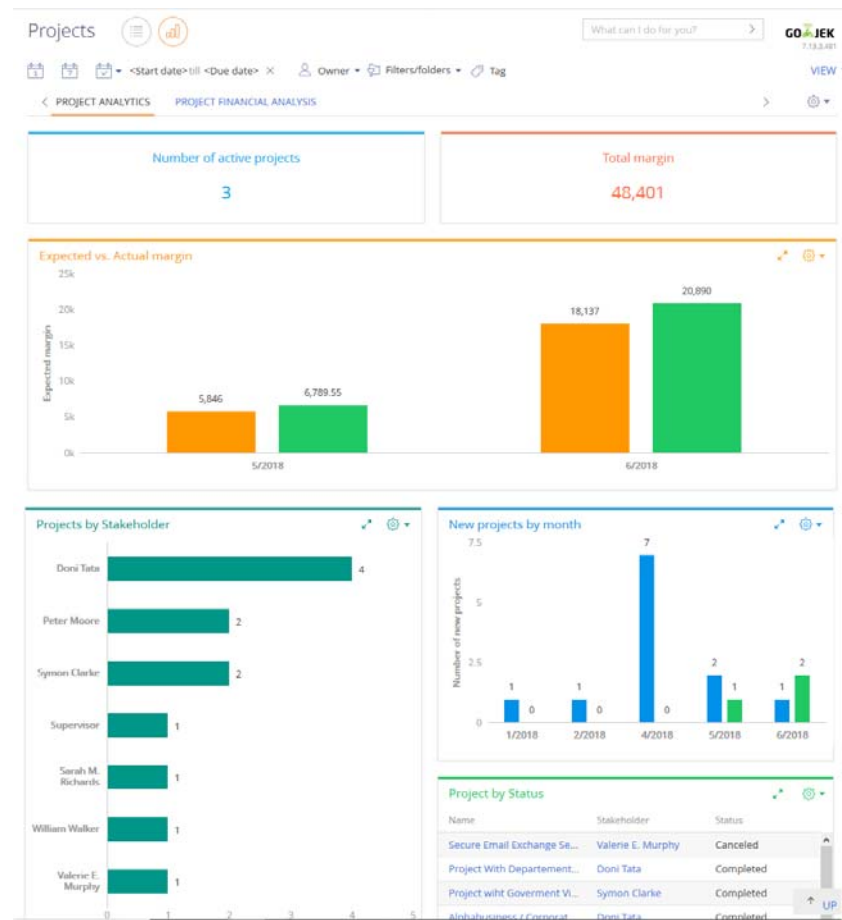
User 1

First, make sure you haven't accidentally disabled the touchpad. In all likelihood, there's a key combination that will toggle the touchpad on and off. It usually involves holding down the **Fn** key (which is probably near the lower-left corner of the keyboard) while pressing another key. But what other key should you press? It's probably one of the function keys (F1 through F12), although it might be something else. Examine the keyboard, paying particular attention to the little icons (usually blue) on some of the keys. Look for an icon that might suggest the touchpad.

**F8**

If that doesn't fix the problem, check the touchpad settings. Go to the Start menu or the Windows 8 search charm and type **mouse settings**. Select **Change mouse settings** (there are other options that are very similar, so pick the one with that exact wording).

# Sample - Dashboard



## Schedule & Pricing

# Project Schedule

[illegible]

# Pricing – bpmonline Subscription & Implementation Service

bpm'online On-Cloud Subscription & Implementation Service Fee						
No.	Items	Metric	Qty	Price in USD	Total Price in USD	Remarks
1	<b>bpm'online On-Cloud Subscription</b> bpmonline for back-end processes/internal users Stakeholders will have access to system using mobile apps	Name User	20	1,680	33,600	For 2 years subscription
2	<b>Professional Service</b> Implementation Service Fee as per the scope of work	Package	1	62,400	62,400	One time payment
<b>Total Investment in USD</b>					<b>96,000</b>	



# Terms & Conditions

- Implementation period will be approximately completed within 3 months plus 4 weeks post implementation support. Project schedule will be proposed to Go-JEK before the implementation is commenced. It is required a counter part team/person from Go-JEK, the responsible persons/PICs for project management, who will work closely with iSystem Asia team as well as for knowledge transfer after the implementation completion.
- Payment terms:  
bpm'online license: 100% upon order confirmation.  
Implementation: 30% DP, 30% after solution design approval, 30% after UAT, 10% after Go Live.
- Traveling, Accommodation and out of pocket expenses will be charged at cost, if applicable, for activities done outside Jakarta, Indonesia.
- Subject to VAT according to prevailing tax regulation
- An annual subscription assumes the period of 360 calendar
- The pricing of bpm'online is indicated for monthly use of the software (including technical maintenance and updates to new versions).
- Monthly subscription to bpm'online cloud includes all updates, technical support and 1 GB of storage space. Cost of additional 1 GB of storage space is \$18.2 per year (for on-cloud version).
- Proposal validity: 1 month of proposal date.



# thank you!



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