

MEMORANDUM OF UNDERSTANDING

Between:

LEE Funeral Home

Address: Nairobi, Argwings Kodhek Road, Next to Nairobi Hospital, Nairobi

Phone: +254 722 514584

And:

Peter Mumo – Software Infrastructure Consultant

Date: _____

Email: infowelttallis@gmail.com

Phone: +254 740 045 355

1. Purpose

This MOU sets out the terms for the provision of the **RestPoint Mortuary Management System (RMS)**, including installation, first-year preventive maintenance, hosting options, data migration, staff training, and data protection assurances.

2. Scope of Services

2.1 Software Implementation

- Installation and configuration of RMS for LEE Funeral Home.
- Migration of existing data, provided on a flash drive by the Client.
- Customization of the system to meet the Client's specific workflows.
- Staff training on using the RMS effectively.

2.2 Maintenance

- First year: free preventive maintenance.
- Subsequent maintenance sessions will be agreed upon after the first year.
- Maintenance may occur 2–3 times per year depending on system performance.

2.3 Hosting Options

- Client may host the system on the cloud, or
- Purchase hardware for in-house hosting.

2.4 Data Security

- All data will remain fully secure and private.
- Data will not be shared with any third party.
- Backup and recovery mechanisms will be implemented to safeguard data.

3. Intellectual Property (IP) Rights

- All software design, algorithms, APIS , architecture, code base, and GitHub repositories remain the sole property of the Developer (**Peter Mumo**).
- Client is granted non-exclusive, authorized use of the software as per this MOU.
- All data managed by the software will remain the property of the Client and will be securely stored and protected.

4. Payment Terms

- **Total Project Cost:** _____
- **Initial Payment:** 60% of the total project cost is payable upon signing this MOU.
- **Remaining Payment:** 40% of the total project cost will be payable upon successful deployment and acceptance of the RMS by the Client.
- **Tax Deduction:** 5% KRA withholding tax will be deducted; the Client will provide a withholding tax certificate.

Payment Method: Direct Bank Transfer or Cheque to:

- Account Name: Peter Mumo Itumo

- Bank: Absa Bank
- Account Number: 2054862930

Delivery Timeline: The RMS will be fully delivered, customized, and ready for use within 2–3 weeks from the date of initial payment.

Note: Hardware payment (if any) is considered reimbursement for procurement and installation and does not constitute software income.

5. Recommendation (Optional)

- The Client may provide a letter of recommendation after successful deployment and acceptance of the RMS. This is **entirely optional** and not mandatory.

6. Signatures

This MOU is entered into and agreed upon by the undersigned representatives of the parties.

Name	Role	Sign	Date
Peter Mumo	Developer	_____	_____
Mr. Paul	Director, LEE Funeral Home	_____	_____