



# PROJECT PROPOSAL

BUILD. AUTOMATE. SCALE.

Prepared for	_____
Prepared by	Rephina Software Solutions (Pty) Ltd
Date	_____
Proposal No.	_____
Valid for	30 days from the date above



# 1. Introduction

Thank you for the opportunity to work with you. This proposal sets out our understanding of your requirements, our proposed approach, the deliverables, an indicative timeline, and the investment involved.

Rephina Software Solutions helps South African SMEs build, automate and scale through custom software development, AI solutions, DevSecOps and digital transformation. We are a full-stack partner — from idea, to development, to deployment, to ongoing operations — delivering enterprise-grade quality at SME-appropriate cost.

# 2. Project Overview & Objectives

*[ Summarise the client's business, the problem to be solved, and the objectives of this project. ]*

- Business context: \_\_\_\_\_
- Problem / opportunity: \_\_\_\_\_
- Primary objectives: \_\_\_\_\_
- Definition of success: \_\_\_\_\_

# 3. Scope of Work & Deliverables

The following work is included in this proposal:

- [ Feature / module 1 — brief description ]
- [ Feature / module 2 — brief description ]
- [ Feature / module 3 — brief description ]
- [ Integrations: payment gateway, email / SMS, third-party systems ]

Key deliverables:

- Working, tested application deployed to production
- Source code and full ownership transferred to the client
- User training and handover documentation
- Post-launch warranty period (see Terms)

# 4. Project Timeline & Milestones

*Indicative only — confirmed on agreement of final scope.*

Phase	Description	Duration	Milestone
1. Discovery & Design	Requirements, scope and prototype	[ wks ]	Approved scope
2. Core Build (MVP)	Development of core features	[ wks ]	Working MVP demo
3. QA & Testing	Testing, security and fixes	[ wks ]	Production-ready

4. Launch & Handover	Deployment, training, docs	[ wks ]	Go-live
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## 5. Investment & Payment Terms

Replace the placeholders with the figures for this engagement. Amounts in South African Rand (ZAR).

Item	Description	Amount (ZAR)
[ Item 1 ]	_____	R _____
[ Item 2 ]	_____	R _____
[ Item 3 ]	_____	R _____
Total (excl. VAT)		R _____

Standard payment structure (adjustable per project):

- 40% deposit to commence work
- 30% at the agreed midpoint milestone
- 30% on completion, prior to handover

Pricing excludes VAT and any third-party costs (hosting, domains, paid APIs, licences) unless explicitly stated. Optional monthly support and maintenance is quoted separately.

## 6. Assumptions & Exclusions

- The client provides timely feedback, content and access required to progress the work.
- A single point of contact is available for approvals and decisions.
- Work not listed in the Scope of Work is excluded and quoted separately as a change request.
- Third-party services are subject to their own terms, availability and fees.

## 7. Terms & Conditions

- Ownership: on full and final payment, the client owns the delivered source code and intellectual property.
- Warranty: defects reported within the agreed warranty period (typically 30–60 days) are fixed at no charge.
- Changes: additions or changes to the agreed scope are documented and quoted before work proceeds.
- Confidentiality: both parties keep each other's confidential information private.
- Validity: this proposal is valid for 30 days from its date.
- Governing law: this proposal and any resulting agreement are governed by the laws of the Republic of South Africa.

## 8. Acceptance

By signing below, both parties agree to proceed on the basis set out in this proposal. This page, once signed, together with the sections above, forms the basis of our engagement.

### For the Client

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Name & Signature

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Date

### For Rephina Software Solutions (Pty) Ltd

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Name & Signature

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Date