

We build Digital Experiences that bring your clientele close to you.

We're a Digital Agency & we're experts in SEO, Web Development, and Digital Marketing based in Pretoria...

Phone: +27 68 580 6084

Email: hello@symaxx.com

Website: symaxx.com

Client name: Example

Company name: Example

Service Package Content Summary

- 1] SEO (Search Engine Optimization and Google My Business)
- 2] Domain Name Registration
- 3] Website Hosting
- 4] Email Services
- 5] Website Design Process
- 6] Website Development
- 7] Technical Support
- 8] Payment for services
- 9] Validity of Quotation

#	Details	Cost
1	Hosting	R1,600 /yr. (Included)
2	Domain & Emails	R200 /yr. (Included)
3	Website Design	R8,000 / Once-off
4	Logo	R500 / Once-off
5	SEO (basic)	R3,000 / pm
6	Social Media Management	R3,000 / pm
7	Chatbot	Free (Upgradable)
8	LMS, Student Forum	R5,000 / pm
	Total recurring / pm	R11,000 / pm
	Total recurring / yr	R1,800 / yr
	Total Cost	R19,500

Account Number: **1204494258**

Bank: **Nedbank**

Account Name: **Symaxx**

Account Type: **BUSINESS ACCOUNT**

1] SEO

SEO is a marketing discipline focused on growing visibility in organic (nonpaid) search engine results.

SEO encompasses both the technical and creative elements required to improve rankings, drive traffic, and increase awareness in search engines.

SEO isn't just about building search engine-friendly website.

2] Domain Name Registration

Domain registration requires utilizing the services of a domain name registrar, an ICANN or national ccTLD accredited company that has the authority to register domain names.

We help individuals and organizations to register a domain name that has an extension like .co.za .com, .org, .net, .info, .biz, .us, .mobi, .name, .pro, .tv, etc. depending on your choice.

3] Website Hosting

To make your website visible to the world, it has to be hosted on a Web server. We use the best architecture & web server technology to host all of our developed websites.

Our hosting provider is larger than the next eight closest competitors combined.

We will register a domain name for you, set up the server needed to host your Company site & create the initial website-specific email you wish for your company (example: you@yourdomain.com).

All these services are renewable every year.

We will inform you one month before the domain and hosting expiry date.

4] Email Hosting:

Email Hosting allows you to put your company name in front of customers & prospects, suppliers, vendors, and partners with every email you send.

Stay on customers' minds with an email address that uses your domain.

Reinforce your marketing & branding efforts with every email you send. Build on the business identity you've already established with a professional email address.

Our email service provider is a trusted company that keeps over 12 million email accounts running smoothly. Keep your inbox clean with 300 million spam emails blocked daily.

Stay in touch while on the go with email that's available anywhere on almost any device.

Access all your important email messages from your iPhone, BlackBerry, Android Smartphone, or favorite tablet.

Send and receive email through our intuitive Web interface or a variety of desktop email clients like Outlook or Mac Mail.

Google Mail+ - Google Mail for website features your company logo instead of Gmail. It comes with 15GB of free storage across Gmail, Google Drive, and Google+ Photos; you won't need to delete emails to save space.

Powerful search - It's always easy to find what you're looking for with the power of Google Search right in your inbox.

Google Apps# - includes dozens of critical security features specifically designed to keep your data safe, secure, and in your control.

Your data belongs to you, and Apps tools enable you to control it, including who you share it with and how you share it.

With Google Apps, all your work is automatically saved in the cloud. You'll have access to your email, calendar, documents, and sites and be able to work securely, no matter where you are in the world and what device you're on.

5] Website Design Process

Artistic Design & Website layout, Creation of Web Graphics, Page designs Backgrounds or website skins. Optimization of graphics to ensure a fast-loading web page. Edit, cropping, modification, or adjustment of images needed. Ensure the usability & credibility of web pages.

Coding of HTML / XHTML structure of your website & ensuring that it follows the latest web standards looks professional & modern. Coding Cascading Style Sheets (CSS) for your website pages. Creating the Navigation Menu & all the initial website pages you need for your website.

6] Website Development

Web development is a broad term for the work involved in developing a website for the Internet (World Wide Web) or an intranet (a private network). Web development can range from developing the simplest static single page of plain text to the most complex web-based internet applications, electronic businesses, and social network services.

A more comprehensive list of tasks to which web development commonly refers include web content development, client liaison, client-side/server-side scripting, web server and network security configuration, and e-commerce development. Web development refers to the main non-design aspects of building websites: writing mark-up and coding.

We will develop the specific functionality & features you need for your Company website. If there's any needed functionality that is not listed above, you can inform us, we will provide a client-specific quotation.

7] Technical Support

We will provide 2 months of FREE technical support for you after launching your site on the web (www). We will answer your question regarding website management, technical details, or anything about operating your own website; we can provide this through email or by phone (check our phone number below).

Note: If you're too busy & can't manage or don't have time to manage & maintain your website, we also offer a Website Maintenance Service, please contact us if you need this services & we will send you a quotation.

8] Payment for Services

Payment: At the start of the development process for your company website, you need to pay us 50% of the total development costs, the remaining balance of 50% will be given after launching your site on the web (www). We will start the development immediately upon receiving the initial payment.

Mode of Payment: The client can give us directly their payment either by cheque or cash. Upon confirmation of payment, we will start the site's development process, set up the hosting, & register a domain for you.

9] Validity of Quotation

Our quotations are valid for 30 days from the date of this quotation. By accepting this quotation, you agree to our terms and conditions. If you have any other queries regarding this quotation please email us at hello@symaxx.com or alternatively call or WhatsApp us at +27685806084

Note:

- 1) 50% Advance must be paid before starting the project.
- 2) Full payment has to pay before hosting the project.
- 3) If you are below 10 Km. Radius then traveling charges will not be added.
- 4) After the completion of your website if pages are added according to your choice extra charges are charged as per the above price.
- 5) The content and photographs or any matter that is to be put on the website is completely the client's responsibility.
- 6) A valid ID proof and Address proof of the client is compulsory.
- 7) Websites must not be used for illegal/unauthorized activities. 8) Balance Payment has to be Clear/ Pay before hosting the project.

Name

Signed

___/___/___

Date