



Ezi123 Pty Ltd • Sydney Australia
 Tel: 1300 881 882 • info@ezi123.com.au • www.ezi123.com.au
 ABN: 490 9622 9622

EziXchange Solution Proposal

Creation of an Extranet Resource Centre

This agreement is between Ezi123 Pty Ltd and the authorised representative for the 'Customer' as per details below

Full Name: _____

Company Name: _____

Address: _____

Phone Number: _____ ABN #: _____

Prepared by: _____

Ezi Contact for more information _____

Date: _____

This proposal covers the provision of Internet related services by Ezi123 Pty Ltd to a Customer who subscribes to one or more of the Ezi123 Solutions.

Valid for 30 days from above date - Commercial in Confidence



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Introduction

Thank you for the opportunity to submit this proposal to you. It is based on our understanding of your requirements gathered during our initial discussion.

Contents

This proposal covers the creation of a new Ezi123 extranet (EziXchange). This proposal covers the following topics:

1. [EziXchange Customer Requirements](#)
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1. EziXchange Customer Requirements

Please tick option for our understanding of your requirements:

- Building of a new extranet site with file sharing capability and resource centre (EziXchange)
- Building of a new extranet site with file sharing capability and resource centre (EziXchange) with the addition of a public and/or private web site area (EziSite)

2. EziXchange Proposed Solution

The overall aim is to provide you with a Ezi123 extranet solution (EziXchange) to support the growth of your online business activities such as the production and updating of web pages, registration of members, creating secure private areas online, sharing documents, files, etc.

EziXchange gives you the ability to have public access areas as well as an infinite number of private (member only) areas. Private areas allow you to restrict who can see the information on your website and thus harnesses the power of the Internet to conveniently share sensitive information with business partners, office staff, customers, suppliers, distributors, family, etc. Each group can have its own private area on your website that's accessible from any PC, in any location, at any time, i.e. from the office or from home.

Ezi123 solutions gives you instant control of your Internet needs such as website (EziSite) or extranet (EziXchange) or online shop front (EziShop).

1. **CONTENT CONTROL**
With a powerful & easy resource centre that works like Windows Explorer; virtually manage files and folders.
2. **FINANCIAL CONTROL**
With low-cost establishment and pay-as-you-go pricing.
3. **REMOTE CONTROL**
From any Internet connection anywhere in the world. You can edit your site and your staff or members can access their secure, authorised folders.



3. EziXchange Solutions Components

EziXchange is a powerful web-based collaboration tool with multi-user security. To safely exchange information and resources on the Internet a strong and well designed security model is a must. With EziXchange you can create that security model to fit your organisation, with an infinite number of roles that you create and easily allocate to members and resource. **Members** can be customers, supplier, distributors, associates, staff, relatives, etc. and **resources** can be files, documents, videos, music, photos, e-books, software, manuals, contracts, assignments, back-ups, research material, etc.

What you need - For each of the Ezi123 solutions there are some essential components needed. For **EziXchange** the essential components are: a domain name; an email account; a chart mapping the hierarchical structure of how members and resources interconnect; setting up of security roles with various permission levels that will be allocated to members, folders, files; some web pages (EziPages) containing the dynamic information you want to display for public or private viewing.

Standard EziXchange components included in the EziXchange package for \$2490 are:

Component	No.	Hrs	Description
Website Design Template	1		Graphical elements or the 'Look & Feel' of your EziSite selected from our library of EziSite templates.
EziPages	4		Web pages that will be created with you in the training session.
EziPage Template	1		EziPage Template for you to use when adding new EziPages to your EziSite.
Image Editing			Editing of images or pictures to be inserted in your EziPages in the training session.
Extranet Security Analysis	1		Charting & analysis of your company hierarchical structure to determine the allocation of the security roles to members and to the resources in your EziXchange, such as folders, files and EziPages. This package includes 10 hours of an Ezi123 security analyst's time to create your extranet security model. If additional hours are needed to complete your security model a charge of \$75 x hour will apply.
Member's Area	2		Private sections of your EziXchange with their own resources structure
Reg. Members	5		Adding Members to your EziXchange, such as office staff, with administrative privileges to access/manage your online resources.
Security Roles	1+6		Creating Security Roles used to grant member access to your EziXchange resources.
Folders Setup	20		Creating folders with the required roles as determined by the Security Analysis.
Files upload	40		Files of any type that will be added to the folders with you in the training session.
Training		2+2	Training given to up to two people on how to manage your EziXchange
EziPoints	200		Number of EziPoints accredited to your account with Ezi123

Standard EziSite components provided by the Customer:

To create an EziSite there are a few components that you need to provide to Ezi123 such as:

- **Security Analysis** questionnaire completed with your preferences clearly stated.
- **Members'** username and password for up to five members that will be added to your EziXchange with security roles to administer your resources.
- **Images** or pictures that you would like to insert in the two (2) EziPages included in this package that will be created with you in the training session.
- **Text content** on a CD Rom in Note Pad or MS Word document format for the two (2) EziPages included in this package that will be created with you in the training session.
- **Files** on a CD Rom (up to thirty) that will be uploaded to your EziXchange with you in the training session.





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- **Domain name and current email accounts** detail for your EziSite – If you need a new domain name(s) or email account(s) we can help you. For more information ask your local Ezi123 representative.



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4. EziXchange Solution Implementation

1. **Introduction Meeting** - Meeting between an Ezi123 consultant and the customer to assess and agree the Customer Requirements such as the Security Model, Roles, Folder Structure and finalise section 3 of this proposal. At the end of the meeting the customer will receive an MS Excel spreadsheet template to be filled in with: The company hierarchical structure (include only the employees that will be using EziXchange); a list of the resources (file, documents, etc.); a list of registered members that will be using the EziXchange. The customer will then send the completed MS Excel spreadsheet to an Ezi123 security analyst for implementation.
2. **Assessment Meeting** - Upon receiving the completed MS Excel spreadsheet an Ezi123 security analyst will arrange a meeting with the customer to assess and agree upon the proposed EziXchange Security Model and other EziXchange components. The time used for such meeting(s) are part of the **10 hours allocated for the "Security Analysis"** as per section 3 above.
3. **Security Model Approval & Sign off** - A last revision of the security model will take place to ensure that all the security roles are allocated to the correct Members, Folders, Files, EziPages, etc. and will be presented to the customer for the final approval and signing off.
4. **EziSite Integration** - The Ezi123 security analyst will integrate the signed off Security Model into the Ezi123 system to create the customer's EziXchange.
5. **EziSite Training** -The customer will be called by an Ezi123 qualified trainer to train up to two people on how to manage the customer's new EziXchange. You will be shown how to create templates, add folders and files, create and allocate roles, etc.
6. **EziShop Handover & Sign Off** – Within a week from the above training, a handover session will be held (either in person or over the phone) to assess that all the EziXchange components listed in section 3. of this proposal have been integrated and tested.

5. EziXchange Solution Training

To make the most of the EziXchange training a basic computer knowledge is required. We can teach you some computer basics, but it will take more than the 3 hours of training that's included in the standard package so please let us know in advance. If you can create and work with an Excel spreadsheet you'll be able to manage and control your EziXchange. After the 3 hours training session you will know:

- How to add/manage/delete Folders in EziXchange
- How to add/manage/delete Security Roles in EziXchange
- How to add/manage/delete Registered Members in EziXchange
- How to allocate Security Roles to existing Members, Folders and Files (Advanced level) in EziXchange
- How to link to specific Folders and/or Files from EziPages existing in EziXchange

6. EziXchange Solution Setup and Hosting Costs

Standard EziXchange Package with default component @ \$2490.- each	_____
Additional EziXchange component as per section 3. above	_____
EziXchange Setup Total	_____
GST 10%	_____
Grand Total	_____





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Variations - Any variations due to changes or additions to this proposal will be discussed with you in advance and charged at \$75 per hour.

Charge Basis - We will work on a fixed price basis, and will invoice **50% of the Grand Total on acceptance** of this proposal and **50% on completion of Handover & Sign Off**. All invoices are payable within 7 days.

7. EziXchange Ongoing Costs

Your Ezi123 solution will be hosted on an Ezi123 web server. Our customers are charged monthly based on the amount of resources that their Ezi123 solutions has used. The Charge Rates are published in the Rate Table on our website.

Getting an estimate of what your monthly costs will be is easy. Simply fill in the number of items below, and with the **EziCalculator** available on our site you will be able to accurately find out your Ezi123 monthly charges.

EziXchange	Qty
• How many files will be stored?	_____
• How many files will be uploaded (added) each month?	_____
• How many files will be downloaded each month?	_____
• How many Member Only Areas?	_____
• How many people will visit your Ezi123 Solution each month?	_____
• Estimate how many pages each visitor will read.	_____
• How many new members will register each month?	_____
• How many of the new members will need access to a member only area that's not the default member only area?	_____
• How many times per month will members sign in to your EziSite? ..	_____

Estimated Monthly Charge: _____

Payment System

Use of the Ezi 123 system is on a prepaid basis (like a phonecard). The Standard Packages include an initial allowance of 200 EziPoints (\$200 equivalent). When your Ezi123 account reaches 30 Ezipoints you will be required to recharge the account.

Service Level Agreement (SLA)

The ongoing hosting services in this proposal will be subject to our standard SLA, attached (available on our website). Ezi123 will provide Level 1 &2 Support as defined in the SLA.

Customer Service Agreement (CSA)

The services in this proposal will be subject to the commercial Terms and Conditions set out in our CSA, attached (available on our website).

Ezi Representative for this proposal

Company Representative accepting this proposal

Name _____

Name _____

Signature _____

Signature _____

Date _____

Date _____



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