



**To**  
**Your Company Name**

Quote Date: 24/02/2025  
Expiry Date: 26/03/2025  
Reference #: Your School Name  
Sale Agent: Mahommed Armaan Amod  
General Description: Basic School Website Package

**Pro Media Mogul**  
108 Workington Road, Greenwood Park  
Durban Kwazulu Natal  
South Africa 4051  
Office: 031 573 2311 (Office hours)  
Cell: 060 436 7596 (24 hours)  
Email: info@promediamogul.com

Banking Details:  
Name of Bank: First National Bank (FNB)  
Name of Account: Pro Media Mogul  
Account no.: 62502170278  
Branch code: 220426  
Branch Name: Durban North  
Swift Code: FIRNZAJJ  
Ref.no. Invoice Number

#	Item	Qty	Rate	Amount
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1	<b>Basic School Website Template - Once-off Cost</b> Ideal for schools that need a professional online presence with essential features for communication and information sharing.	1	R3,000.00	R3,000.00
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Includes:

1. Modern & Mobile-Friendly Design – A responsive website that works seamlessly on desktops, tablets, and mobile devices.
2. Homepage with Key Information – Display school vision, mission, and contact details.
3. Announcements & News Updates – Keep parents and students informed about important events.
4. Event Calendar – Showcase key academic and extracurricular activities.
5. Basic Contact Form – Allow easy inquiries from parents and prospective students.
6. Photo Gallery – Highlight school events, achievements, and facilities.
7. Staff Directory – Display teacher and staff profiles with contact details.
8. Social Media Integration – Connect with Facebook, Instagram, and other platforms.

#	Item	Qty	Rate	Amount
	9. Basic SEO Optimization – Improve visibility on search engines.			
2	<b>Hosting &amp; Security - Monthly Cost</b> All your schools website and email data will be stored on our secure servers.  Includes:  1. Professional Email Accounts (E.g. principal@yourschoolname.co.za) 2. Secure cloud hosting 3. SSL Security Certificate for safe browsing 4. Regular performance monitoring	1	R110.00	R110.00
3	<b>Management &amp; Updates - Monthly Cost</b> Schools are busy every week. We've put together affordable updates to keep up with your school's pace. Send our team unlimited updates for your school's website.  Includes:  1. Unlimited basic content updates (news, events, images, etc.) 2. Security patches & system updates 3. Monthly backup of website data 4. Uptime monitoring to ensure the website is always accessible 5. Technical support for minor troubleshooting 6. Spam protection for contact forms	1	R389.00	R389.00
			<b>Sub Total</b>	R3,499.00
			<b>Total</b>	R3,499.00

### Terms & Conditions:

#### 1. Agreement & Scope

- 1.1. This quotation is valid for 30 days from the date of issue. After this period, pricing may be subject to change.
- 1.2. By accepting this quotation, the client agrees to the scope of work as outlined for the selected package.

#### 2. Payment Terms

- 2.1. A 50% deposit is required before the commencement of website development. The remaining balance is due upon completion and before the website goes live.
- 2.2. Monthly hosting and management fees are billed in advance and must be paid by the end of each month, for the following month.
- 2.3. Yearly domain renewal fees are due in December or January to ensure uninterrupted service.
- 2.4. Late payments may result in website suspension until outstanding balances are settled.

#### 3. Website Development & Delivery

- 3.1. Development timelines will be communicated upon acceptance of the quotation. Delays caused by the client (e.g., late submission of content) may extend the project timeline.

3.2. The client is responsible for providing all necessary content, images, and branding materials unless otherwise agreed.

3.3. Once the website is completed, the client will receive a 7-day review period to request minor changes. Any additional revisions beyond this period may be subject to additional charges.

#### 4. Hosting & Website Maintenance

4.1. Hosting includes uptime monitoring, security updates, and regular backups. However, the provider is not responsible for any downtime caused by external factors such as internet service providers or hosting provider outages.

4.2. Monthly management covers security patches, content updates, and troubleshooting for standard features. Additional modifications or new features will be quoted separately.

#### 5. Domain Renewal

5.1. The client is responsible for ensuring timely payment for domain renewal. If payment is not received before the expiration date, the domain may be lost or require additional fees for retrieval.

#### 6. Intellectual Property & Ownership

6.1. Upon full payment, the website design, content, and structure become the property of the client.

6.2. Any third-party software, plugins, or stock images used may be subject to their respective licensing agreements and remain the property of the original creators.

#### 7. Termination & Cancellation

7.1. Either party may terminate the agreement with 30 days' written notice.

7.2. If the client cancels the project after work has commenced, a cancellation fee may apply based on the work completed.

7.3. Hosting and management services can be canceled with 30 days' notice, but no refunds will be issued for unused time.

#### 8. Liability & Disclaimers

8.1. The service provider will not be liable for any losses, damages, or disruptions caused by hacking, malware, force majeure events, or third-party service failures.

8.2. The client is responsible for ensuring compliance with POPIA (Protection of Personal Information Act) and other relevant data protection laws regarding the collection and handling of user data.

#### 9. Modifications & Additional Work

9.1. Any additional features or significant modifications outside of the agreed package will be quoted separately.

9.2. Urgent changes or requests requiring out-of-hours work may incur an additional fee.

#### 10. Acceptance of Terms

By proceeding with the services outlined in this quotation, the client acknowledges and agrees to these terms and conditions.

Authorized Signature

A handwritten signature in black ink, consisting of a stylized, cursive letter 'A' followed by a horizontal line and a small flourish.