

PAID PROPOSAL

The paid proposal consists of two stages. Phase 1 includes a detailed conceptual design proposal against a onetime, non-refundable design fee. Phase 2 includes a detailed stagewise project completion fee proposal. The Paid Proposal will operate as follows:

Phase 1	Stage 1: Initial Consultation and Requirements Gathering This is the beginning phase where the client is met to fully understand the project requirements and discuss the project scope, goals, deliverables, timeline, and potential challenges. At this stage, all the necessary information to plan the project is gathered.
	Stage 2: Proposal Designing Based on the requirements gathered, Desktop research, research analysis and a detailed design concept is prepared. This is further developed into a Proposed Conceptual Design Presentation. This stage may also include 3D visuals, wire frames or conceptual modelling as the case may be, to sufficiently explain the design proposal.
	Stage 3: Proposal Presentation At this stage, proposal is presented to the client in person. Post presentation the client can decide to hold or further continue with design services.
	Stage 4: Post Client's Decision In case the client decides to continue. The further design process will follow as per the Phase 2; Detailed stagewise project fee proposal.
Phase 2	Stage 5: Research and Requirements Analysis At this stage, detailed research is conducted which may be qualitative or quantitative type as the case may be and client's feedback is considered. Leading to the final research outcome.
	Stage 6: Project Planning and Design Based on the requirements gathered and final research outcome, the design concept is refined and detailed. The designs are further developed, leading to design finalization and good for construction documents/ artworks/ frameworks which are ready for execution. This stage also includes 3D visuals, wire frames, mockups, or conceptual prototypes/ modeling depending on the type of project and stage of design as per Phase 2; Detailed stagewise project fee proposal.
	Stage 7: Development or Execution This is the stage where the actual development or implementation of the project takes place. This stage also includes making a working prototype/ sampling model.
	Stage 8: Testing and Implementation This stage involves rigorous testing to ensure that the project meets the agreed-upon requirements and functions as expected. Here any issues identified are fixed, and feedback from the client are incorporated. This is then implemented in the first project.

Stage 9: In Process Monitoring Evaluation

In this stage any issues identified by the client due to operational/ product requirement changes or otherwise are evaluated, monitored, fixed and implemented in the current model or in the forthcoming projects, as the case may be.

Terms and Conditions

1. The proposal would commence upon receipt of a Job Order and Payment as per the offer.
2. The paid proposal fee (Phase 1) is non-refundable, even if the client decides not to proceed with the project.
3. If the client decides to continue with the project, the Phase 1 amount paid will be adjusted in the Phase 2 stagewise on pro rata basis.
4. The Proposed Conceptual Design Presentation (phase 1) proposal, which may be electronic presentation or models as may be, will only be presented in person (offline) to the client and will not be handed over to the client. Phase 1 presentation will be onetime presentation and is the property of forms.design, where client has no design rights to it. Here client is only partially reimbursing forms.design for the time spent on the proposal to understand the design viability of their project. Once approved the Phase 2 will commence and the project will be systematically built as per the proposed Phase2 design process.
5. The proposal does not include Patent research/ indemnity. This needs to be taken up at the client's end legal team simultaneously.
6. Forms.design will hold the right to publish (print, magazine, website, competition etc.) the final design post-implementation/ launch of the project.
7. Other terms and conditions will be as per the detailed proposal submitted at the time of project.