

ECM006

This agreement is dated:

[date]

It is made between [Customer]

(“the Customer”) and

[Web site writers’ name] of

(“the Writers”).

These are the definitions

“Detailed Specification”

all of the software
owner’s functional

“Excluded Matters”

for which the Writers are
-requisite to the operation

“Price”

in the schedule for the

“Project Work”

document and in the
web pages or other work

“Software”

required to be written or
to enable the Customer to

“Web Site”

ner, which is the subject of
t.

These are the agreed terms

1. Purpose of agreement

The parties now agree
the Project Work in

ce the Writers will complete

2. Design approval process

2.1 The parties will
Project Work.

requirements plan for the

2.2 Within one week
Writers will submit

onal requirements plan; the
omer for approval.

2.3 The design pro

- 2.3.1 Graphical user interface design;
- 2.3.2 design and development of the system;
- 2.3.3 Home page design, style and format so far as applicable;
- 2.3.4 Any third party software used as examples of diverse design;
- 2.3.5 An example of a dynamic system;
- 2.3.6 An example of a dynamic system.

all images;
its accessible from it;
, style and format so far as
e Writers as examples of
but not the construction and
systems identified by the

- 2.4 If the Customer is charged at the time of the design proposals, they will be charged at the time of the proposal.

gn proposals, they will be
ule.

3 Contract procedure

- 3.1 After approval of the Detailed Specification, the Customer shall prepare the Detailed Specification and provide to the Writers all information reasonably requested by the Writers for this purpose.

ers shall immediately
omer shall provide to the
sonably requested by the

- 3.2 The Customer shall approve the Detailed Specification within the period specified in the Detailed Specification.

t of the Detailed

approve
his co
reason

amendment as he shall

- If the Customer does not approve the Detailed Specification within the period specified in the Detailed Specification, he shall be deemed to have approved the Detailed Specification.

period he shall be deemed

- 3.3 The Writers shall respond to the Customer's requests for amendments to the Detailed Specification in a review period of 14 days after the date of delivery of the Detailed Specification to the Customer.

sonable comments and/or
tomer and shall incorporate
fication to be prepared and
ably possible.

- 3.4 The Writers shall complete the Detailed Specification within 14 days after the date of delivery of the Detailed Specification to the Customer.

their best endeavours to
d Specification by the date

4 Content of Detailed Specification

The Detailed Specification shall include (but not be limited to) the following:

(things)

- 4.1 the Customer's requirements for the Project Work;

Project Work;

- 4.2 the Customer's requirements for the Project Work;

) for the Project Work;

- 4.3 the software used in the w
- 4.4 the bought so writing of the such products
- 4.5 any necessar
- 4.6 a list of passv the file, the pa

aptations proposed to be
 proposed to be used in the
 ommendations for sourcing
 stem;
 each case, the function of
 changing the password;

5 Project Work writing

- 5.1 The parties a below. The tim Customer to t

le set out in the schedule
 that will be payable by the

Action

Date

Amount

- Presentation
- Completion o
- Test procedu
- Completion o

[date] £0000
 [date] £0000
 [date] £0000
 [date] £0000

- 5.2 The Custome arrangements to satisfy the

rs to complete
 d Matters as are necessary
 contract.

- 5.3 Delivery shall Software is co Web Site Hos

agreement only when the
 tional on the server of the

6 Text modifications

- 6.1 The Writers s substantially c features are n (uncontrolled the pages inc

Project Work is
 es (even if the dynamic
 open access
 to the Customer to all of
 econdary pages

- 6.2 The Custome modifications

prehensive list of text

- 6.3 The Writers s Customer at t construction

sted and shall charge the
 html and web page

7 Testing and acceptance

7.1 On or before the date set out in the schedule, the Writers shall submit to the Customer a test plan setting out the methodology and the methodology for testing the Project Work to ensure that it is functioning with the required performance.

7.2 Unless **within** the period set out in the schedule, the Customer shall not be deemed to have accepted the Project Work if one or more patent defects are identified in the Project Work and the procedure is deemed to be satisfactory.

7.3 The Writers shall ensure that the Project Work is available on the Web Site.

7.4 If any fault or defect is identified in the Project Work as is necessary for the Project Work to be accepted, the Writers shall undertake such further work as is necessary to ensure that the Project Work is satisfied as to 100%.

7.5 When the test results indicate that the Project Work is not 100% compliance, the Writers shall inform the Customer and shall re-test the Project Work. The Writers shall re-test the Project Work until it is 100% compliant.

7.6 **Within seven** days of the date of any such notification, the Writers shall rectify any deficiencies in the Project Work and in the absence of any such notification, the Writers shall be deemed to have accepted the Project Work.

7.7 The Project Work shall be accepted by the Customer if the Customer has not notified the Writers of any deficiencies in the Project Work within the period set out in the schedule.

7.7.1 the test results shall be 100% efficiency

7.7.2 the Project Work shall be available on the server of the Project Work

7.7.3 updated Pages shall be available on the Project Work and the Project Work shall be available to the Customer in soft copy

7.7.4 a set of Pages shall be set in a proper directory structure on the Customer's server or to where he shall direct the Customer to backup.

8 Price and payment

8.1 The Customer shall pay the Writers the fee as set out in the schedule.

8.2 The Writers shall maintain accurate records of their staff upon the Project Work, both in respect of time spent on the Project Work and work charged against a fixed fee. The fee shall be charged in 15 minute units rounding up to the nearest 15 minutes.

8.3 A representative of the Customer shall be entitled to request and be provided with copies of such records.

above, the Writers shall submit to the Customer a test plan setting out the methodology and the methodology for testing the Project Work to ensure that it is functioning with the required performance.

one or more patent defects are identified in the Project Work and the procedure is deemed to be satisfactory.

the Web Site.

undertake such further work as is necessary to ensure that the Project Work is satisfied as to 100%.

% compliance, the Writers shall inform the Customer and shall re-test the Project Work. The Writers shall re-test the Project Work until it is 100% compliant.

the Writers of any deficiencies in the Project Work and in the absence of any such notification, the Writers shall be deemed to have accepted the Project Work.

100% efficiency shall be available on the server of the Project Work

and the Project Work shall be available to the Customer in soft copy

ed set in a proper directory structure on the Customer's server or to where he shall direct the Customer to backup.

se as set out in the

reement maintain accurate records of their staff upon the Project Work and work charged against a fixed fee. The fee shall be charged in 15 minute units rounding up to the nearest 15 minutes.

quest be entitled to request and be provided with copies of such records.

This document has total 15 pages. Here preview is shown for first 4 pages only.