

Company	PROMINDS PTE LTD
Digital Solution Name & Version Number¹	One-Stop Document Access Version 2.0 - Pro-Enhanced
Appointment Period	06 July 2023 to 05 July 2024
Extended Appointment Period²	06 July 2024 to 05 July 2025

Standard Packaged Solution (ie. Minimum items to be purchased)

Cost Item	Unit Cost (\$)	Unit	Quantity	Subtotal (\$)	Qualifying Cost* (\$)
1) Software One-Stop Document Access - Pro Enhanced 1 Year Subscription Includes: -Up to 10 Basic Users -Up to 10 Departmentalised Teamsites (Managed) -Up to 2000Gb Storage -Browser Platform -Mobile Application -Customized Teamsite Logo -Customized Users' Rights & Permissions -Synchronize documents between cloud & local -Managed Metadata -Version History -Search Engine -Bulk File Sharing (External & Internal) -Office Online -Automated Cloud Backup -Corporate Domain For Logging In (company.osdassolution.com) -Integrated PDF Online Edit, Compile & Management -Send/Receive Digital Signatures (1 Shared User - Unlimited Docs) -OCR Scan Integration -Automated Metadata Capture -Updates & Support (Up to 10 Remote Hours) -Phone Support -Up to 5 Migration Service Requests -Up to 5 Backup Restoration Service Requests -Testing & Commissioning		Per Year	1.00		
2) Hardware Not Applicable					
3) Professional Services Services Included: -Initial Deployment of 10 Departmentalized Teamsites -Initial Deployment of 10 Basic Users -Initial Configuration of Cloud Backup -Initial Deployment of Digital Signature -Initial Setup of OCR Scan App		Per Man-Hour	12.00		
4) Training Training Included: -Uploading & Downloading -Document Sync -File Sharing -Metadata Tagging -Version Tracking & Restoration -Collaboration via concurrent edits -Search & Retrieval -PDF Online Edit & Management -Send & Receive Digital Signatures -OCR Scan App -Automated Metadata Capture -Up to 6 Remote Sessions (1 Hour per session)		Per Man-Hour	6.00		
5) Others Not Applicable					
Total				\$ 16,596.00	\$ 14,760.00

¹ A higher upgrade of the software version is acceptable, for example solution version 3.x allow anything from 3.0 to 3.99999

² As specified in the Letter of Appointment, IMDA may exercise the option to extend the Appointment Duration for an additional one-year (“Extended Appointment Period”)

* Qualifying cost refers to the supportable cost to be co-funded under the grant