



# QUOTE

**Date**  
08 Apr 2024

Digital M Pte Ltd  
The Commerze@ Irving 1  
Irving Place, #09-01  
Singapore 369546

**Expiry**

**Quote Number**  
QU-0116

Company 5  
Package 5 - SMM (XHS Content Creation) + SMM (XHS KOL Management)

## Summary

Package 5 - SMM (XHS Content Creation) + SMM (XHS KOL Management)

Description	Quantity	Unit Price	Amount SGD
Digital Marketing Needs Analysis per setup			
Company Analysis Competitor Analysis Digital Asset Analysis	1.00	0.00	0.00
Digital Marketing Strategy Development per setup			
Digital Market Strategy Report (Proposed Solution, Brand Direction/Positioning & KPI)   Keyword Research & Analysis   Target Audience Selection	1.00	0.00	0.00
Digital Marketing Campaign 1 per unit			
Xiao Hong Shu Management			
Scope of Work: - Platform: Xiao Hong Shu - 1 Social Videos - 6 static post per month - Finalised Content Visuals - Finalised Caption Copywriting - Content Publishing - Hashtag Creation - SEO Optimition for content	3.00	600.00	1800.00
Target ROAS: 10%-30%			
Digital Assets Creation per month			
- Graphic Design & Chinese Copywriting x 6 per month - Video x 1 per month	3.00	1800.00	5400.00
Digital Marketing Campaign 2 per month			
	3.00	600.00	1800.00
KOL/KOC Management			

<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Amount SGD</b>
Scope of Work:			
- 4 KOL/KOC per month			
- Look for suitable KOL/KOC to create content			
- Addition charges by KOL/KOC, From Exchange Service to \$1000			
Target ROAS: 10%-30%			
Review and recommendation per month	3.00	0.00	0.00
Review and recommendation: Monthly Performance Report with observation & recommendation			
Final Report per setup	1.00	0.00	0.00
Development and integration of leads management processes with existing business processes per setup	1.00	0.00	0.00
Training Handover Checklist Documentation per setup	1.00	0.00	0.00
		Subtotal	9000.00
		<b>TOTAL SGD</b>	<b>9000.00</b>

## Terms of the Agreement

---

This Agreement is made as of the Acceptance Date between Digital M Pte Ltd and the Client.

### General Agreement

Digital M will provide the digital services for the Client in accordance with the proposal above. By signing this Agreement, Client acknowledges that they are purchasing the items in this proposal. By signing this Agreement, Client acknowledges and agrees to abide by our Terms of Service.

### Payment Terms (Unless otherwise stated in the contract)

The client is to make payment stated in the contract within 14 calendar days, payment not done within 14 calendar days will be considered as late payment. There may be a late administrative fee of 2% of the total outstanding amount for late payments.

### Charges

Client shall be responsible for additional payments for changes requested by Client in original assignment. Invoices may include and Client shall be obliged to pay fees / expenses that were orally authorized in order to progress promptly with work.

### Dispute Resolution

The Parties desire that all disputes between them arising from or in connection with this Agreement shall be settled promptly in good faith and through friendly negotiations. If an amicable settlement or conclusion cannot be reached by the parties within (30) days from the date on which the dispute arises, a party may (but shall not be obliged to) commence court proceedings to settle such dispute. The parties agree to submit to the non – exclusive jurisdiction of the Singapore courts.

### Project Termination

If the project is terminated, Digital M has the right to bill the client based on the amount of work done. In the event, if the initial non-refundable deposit has not been received by Digital M. Digital M will also be paid the initial non-refundable deposit due to the fact that this contract has been signed and accepted by the client.

Digital M reserves the right to terminate any existing work stated in this contract if the payment is not received on time.

Prepared by:



---

Hannah Wang  
Director

Accepted by:

---

Name:  
Designation: