

# Claritus

Clarity | Innovation | Technology

RESPONSE FOR PROPOSAL

## “EMAIL MIGRATION PROPOSAL”

7<sup>th</sup>, August 2024 | V1.0

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# REVISION HISTORY

| Ver. | Modification Summary | Date       | Author       |
|------|----------------------|------------|--------------|
| 1.0  | Proposal creation    | 07-08-2024 | Yogesh Kumar |

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# 1. EXECUTIVE SUMMARY

Claritus Consulting is pleased to present this Proposal to serve as a Technology Partner to “**GND Solutions India**”.

We would like to thank “**GND Solutions India**” for this opportunity to present our capabilities and expertise, and we look forward to this being the start of a long and mutually beneficial relationship.

## **About Claritus Consulting**

Claritus, established in 2008 is a privately held 100% promoter funded company supported by very pragmatic and successful serial entrepreneurs. The company based out of India offers various IT outsourcing services to a wide range of national and international Technicians. Our simple success mantra is to keep Clarity at work, bring Innovative ideas, and adapt to modern technologies.

Claritus is known to be a leader in the IT consulting industry and committed to providing consistent value to businesses. Though outsourcing is a maturing market, mid-sized software companies and enterprises often struggle to find a reliable, nimble, and capable outsourcing vendor. Claritus has a judicious mix of infrastructure, flexibility, and experience to provide effective and comprehensive solutions to mid-sized software companies and enterprises. Claritus aims at providing a process backbone and framework for a business, concept, or idea so that quick and effective application development can be undertaken, thus making the GND Solutions India's business processes most efficient.

It specializes in building bespoke web-based business applications and in providing independent IT consultancy and management advice services. After extensive ten years in the industry, Claritus operates with a team that has put in thousands of hours in the industry and has helped large and small enterprises achieve their desired objectives leading to the launch of hundreds of successful Solutions.

## **Our Mantra**

**Clarity:** Focusing our capabilities around mobile, cloud and analytics, we strive for clarity in our strategy coupled with transparency in our execution.

**Innovation:** Riding on the continuous evolution of technology, we relentlessly strive to innovate business models and processes to make our customers successful.

**Technology:** We live and breathe technology and ‘think digital’ is at the core of every solution we offer in this fourth industrial revolution.

# 2. SOLUTION REQUIREMENT

## Business Requirement

- ✓ GND Solutions India have all their emails on a Zoho email provider.
- ✓ Active Users: 120 users.
- ✓ Migrate from Zoho email Email to Exchange Online.
- ✓ All existing users list with their current password.
- ✓ Admin access to be provided to only authorized users.
- ✓ Centralized environment and manageability.
- ✓ The proposed solution should not result in any change in user experience.

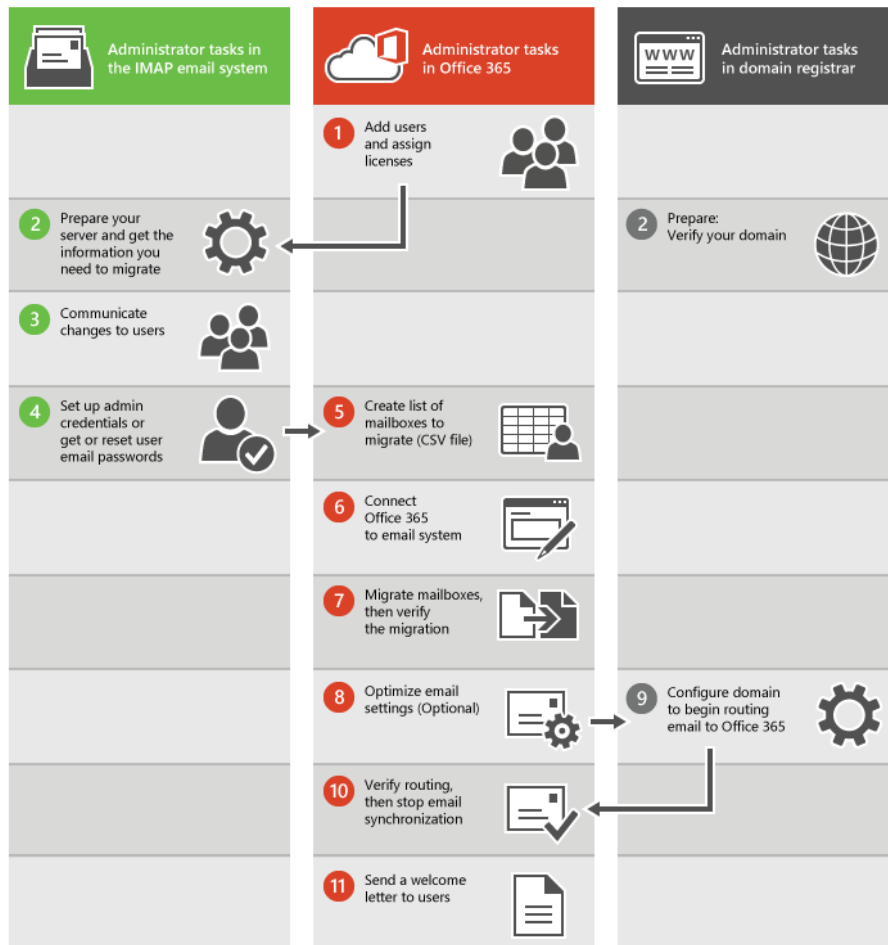
### 3. MICROSOFT AND CLARITUS

Cloud technologies have emerged as one of the key elements to consider when deploying IT infrastructure for SMBs and Enterprise at large. Over the last decade Microsoft’s Azure platform has emerged as the 2nd largest public cloud provider supporting thousands of applications of various shapes and sizes on its platform. With 54 regions globally, 140+ miles of fiber optics and billions of dollars pumped into developing new capabilities around Dev-Ops, Security, IAM and other fundamental pillars of application hosting and management Azure most certainly is becoming a platform of choice for all from Start-Ups to Fortune 500 companies.

Claritus is a Tier 1 Cloud Solution Provider for Microsoft’s Azure that enables Claritus to provide.

- ✓ End to end fully managed application hosting for its customers so that customer can focus on growing their line of business while we take care of the infrastructure hosting services
- ✓ Reselling right for Microsoft Azure, Dynamics 365, Microsoft 365 and a host of other cloud based services offered by Microsoft
- ✓ Unmatched support and a strong voice for customers through our dedicated channel of premier support and partner managers with Microsoft
- ✓ Consulting and advisory on best practices for Azure deployments to ensure that your application hosting landscape always remain safe and secured
- ✓ Incubation/Implementation of new app-dev practices like Dev-Ops, DevSecOps, CD/CI, Containers etc using in-house SMEs and support from Microsoft.

### 4. PROPOSED SOLUTION: IMAP



## 5. PREREQUISITE & ASSUMPTIONS

- ✓ Global Admin Rights to be given to deploy proper policies and services.
- ✓ User/Users list will be provided for those who need access to the admin portal.
- ✓ A dedicated Single Point of Contact (SPoC) should be assigned from the GND Solutions India Side to communicate and to work alongside our technical person.
- ✓ As IMAP allows synchronization of mails for past 1 Year, GND Solutions India team will work with their mail provider to enable synchronization beyond 1 Year before starting of the migration.
- ✓ GND Solutions India team will identify the mailboxes which have more than 50 GB of size and will export these mailboxes to PST.

## 6. DETAILED SCOPE OF WORK

- + Milestone 1 Project Planning
  - ✓ Project planning and architectural discussion
- + Milestone 2 Basic Infrastructure setup
  - ✓ Signing consent and user permissions
- + Milestone 3 Setting up Microsoft 365 Subscription
- + Milestone 4 Assigning Users the desired Licences
- + Milestone 5 Verifying the Domain
- + Milestone 6 Creating a list of mailboxes to be migrated to M365
- + Milestone 7 Creating Migration Endpoints
- + Milestone 8 Creating a migration batch and starting the migration
- + Milestone 9 Verifying that the migration of the batch completed
- + Milestone 10 Performing the step 8 and 9 again till all the batches are migrated
- + Milestone 11 Removal of completed Migration Batches
- + Milestone 12 Administrative Training & Handholding
  - ✓ Admin level training of the admin portal
  - ✓ Project Handholding

## 7. AREAS OUT OF SCOPE

The following will be considered out of scope for this project:

- ✓ Anything that has not been mentioned in the scope section of this document will be considered out of scope.
- ✓ Migration of any application will be out of scope.
- ✓ Provisioning of infrastructure other than the components identified will be out of scope.
- ✓ Management of infrastructure other than the once provisioned as a part of the scope will be considered out of scope.
- ✓ Installation, Commissioning/ Decommissioning of any form is not a part of the scope of this project.

## 8. DEPLOYMENT METHODOLOGY

| Task No. | Task Name                                      | Remote/Onsite |
|----------|--|---------------|
| <b>1</b> | <b>Design Phase</b>                            |               |
| 1.1      | Kick-off                                       | Remote        |
| 1.2      | Project Plan Finalization                      |               |
| 1.3      | Requirement Gathering                          |               |
| 1.4      | Design document finalization                   |               |
| <b>2</b> | <b>Site Readiness</b>                          |               |
| 2.1      | Site Readiness Verification                    | Remote        |
| <b>3</b> | <b>Implementation Phase</b>                    |               |
| 3.1      | Installation                                   | Remote        |
| 3.2      | Configuration & troubleshooting                |               |
| 3.3      | Testing, troubleshoot and basic admin training |               |

## 9. COMMERCIALS

### 9.1. Licences Cost

| S. No.                         | Product Description                        | Qty | Unit Cost (INR) | Annual Cost (INR) |
|--------------------------------|--|-----|-----------------|-------------------|
| 1.                             | Microsoft 365 Business Basic               | 40  | 1,255           | 50,200/-          |
| 2.                             | Microsoft 365 Business Basic without teams | 90  | 1,000           | 90,000/-          |
| <b>Total Yearly Cost (INR)</b> |  |     |                 | <b>1,40,200/-</b> |

### 9.2. One- Time Deployment Cost

| S. No. | Service Description      | Cost         |
|--------|--------------------------|--------------|
| 1.     | One Time Deployment Cost | Rs. 50,000/- |

### 9.3. Payment Terms

- ✓ One-time deployment cost will be 50% advance & 50% Post Migration.
- ✓ Licenses cost will be 100% advance.
- ✓ Prices are exclusive of GST@18% and other levies. Details shall be mentioned in the invoice.

Regards,  
Claritus Management Consulting Pvt Ltd.