Pre-sale Questionnaire

Fill in the form and attach it together with the business objective to the first letter to the vendor

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| Summarize the project business goal |  |
| Is “time to market” critical for you? What is your target total completion date? What is driving that? |  |
| Is this a redesign of something that exists or developing something new? |  |
| Do you have an approved budget already or do you still need to find investors? |  |
| Do you expect requirement changes and updates as the project goes? |  |
|  |  |
| What is the primary business of your business/organization? |  |
| What is the structure of your business/organization? |  |
| Is there anything about your organization that might make this project easier or harder in any specific ways? |  |
| What does the selection process look like on your end? How many people are you talking to and when do you expect to be making a decision? |  |
| Who will be working on this project from your end? Will any additional outside partners or agencies be involved and how? |  |
| Do you have any preferences with regards to the project methodology (Scrum, Waterfall, etc.)? |  |
|  |  |
| With what systems/hardware do you plan to integrate? |  |
| How many people will use the system every day? |  |
| Does the delivery cover a certain area, the whole city or country? |  |
| What features do you want to implement immediately, and what features can wait? |  |