



ADMINISTRATIVE SUPPORT SERVICES

Products Development Proposal

Pesewa ONE is a leading business incubator for Africa's businesses. The Pesewa franchise program launched in 2022 also makes Pesewa ONE a Gateway to Africa for global businesses seeking to reach the vast African market. As of September, 30, 2023, we had 103 incubatees under various sector industries; 6,235 businesses mapped out in 3 African countries (i.e. Ghana, Nigeria and Benin) and 9 Franchises.

Our mission is to Build Africa's Businesses through Entrepreneurship, People, Partnerships, Platforms & Investments.

Pesewa ONE's Franchise Program provides business services to large and medium scale businesses, young startups, small businesses and informal sector businesses. Our services include incubation, marketplaces, aggregation, funding, facilitation, management, sales, jobs and technology platform solutions. The goal of Pesewa ONE is to be present in 10 African countries through 200 Franchisees; providing our services to 1 million African businesses by 2027.

INTRODUCTION

The world of administrative support services plays a pivotal role in facilitating the efficient and organized functioning of businesses across industries. Yet, in this dynamic landscape, marked by evolving technology, shifting client expectations, and the ever-increasing demand for operational excellence, the ability to adapt, innovate, and differentiate is essential. Our proposal introduces strategic product offerings meticulously designed to address the unique challenges faced by your business.

Our proposed products are founded on several pivotal objectives:

Streamlined Administrative Solutions: We have developed a cutting-edge platform that optimizes administrative processes, enhances efficiency, and simplifies administrative tasks. This platform is designed to streamline day-to-day operations for both your clients and your own team.

Client-Centric Services: Our product offerings encompass features that enhance your ability to provide personalized and responsive administrative support services to clients, reinforcing your commitment to meeting their unique needs.

Data Analytics and Reporting: We have incorporated advanced data analytics and reporting features, enabling you to monitor performance, identify process improvements, and deliver data-driven insights that add value to your clients.

Security and Compliance: Our product prioritizes the highest standards of data security, ensuring the protection of sensitive information and strict adherence to regulatory compliance.

Scalability and Future-Readiness: Recognizing the importance of scalability in administrative support services, our proposed products are engineered to accommodate growth, evolving industry trends, and emerging technologies.

In addition to these strategic objectives, we are committed to personalizing the products to meet the specific needs, vision, and branding of your company. We understand that your company's reputation and commitment to excellence in administrative support services are paramount, and we will ensure that these values are seamlessly integrated into the product.

Thank you for considering our proposal. We look forward to the potential collaboration with you in crafting products that set new standards in administrative support service efficiency, client satisfaction, and operational excellence.

Product	Description	Costs	Tick to Choose
Administrative Software	Our international standard software for management of your clients plus new & modern features	Varying costs	<input type="checkbox"/>
Compliance Services	Receive regular regulatory compliance support	\$250 annual fee	<input type="checkbox"/>
Management Support	Conduct market research, brand book designing and social media marketing	Various rates	<input type="checkbox"/>

Name of Company:

Name of Representative:

Contact of Representative:

Signed

Signed

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Representative

Date:

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Pesewa ONE

Date:

Pesewa ONE offers other key general services including:

- *Incubation.* We offer incubation services to nurture and foster the growth of early-stage startups. This involves providing trademark & licensing services, mentorship, access to resources, and guidance on various aspects of business development. Incubation helps our startups refine their business ideas, develop their products or services, and build a strong foundation for growth & sales.
- *Marketplaces.* We operate various marketplace platforms that serve for businesses to market and sell their products or services. These marketplaces are both online and physical, depending on the specific needs of the businesses involved. We provide these service to, through and on behalf of our businesses for a variety of goods and services.
- *Aggregation.* Aggregation services involve bringing together various businesses or products under a single umbrella. Pesewa ONE aggregates goods or services from multiple providers to create economies of scale, negotiate better deals with suppliers, and offer customers a wider range of choices.
- *Funding.* Access to capital is crucial for business growth. We facilitate funding opportunities for startups and businesses by connecting them with investors, venture capitalists, or providing access to financing options such as loans or grants. This service helps businesses secure the necessary capital to expand their operations.
- *Facilitation.* Facilitation services involve streamlining processes and procedures to make it easier for businesses to operate efficiently. We offer training and support in areas such as compliance, regulatory affairs, and supply chain management to help businesses navigate complex operational challenges.
- *Management.* Effective business management is essential for sustainable growth. Pesewa ONE provides management consulting services to help businesses optimize their operations, streamline workflows, and implement best practices. This service helps businesses achieve operational excellence.
- *Sales.* Sales services offered by Pesewa ONE includes sales training, lead generation, and marketing support. Helping businesses improve their sales strategies and execution can lead to increased revenue and market share
- *Jobs.* We also play a role in job creation by facilitating employment opportunities through the businesses we support. This includes connecting job seekers with businesses in need of skilled employees or assisting businesses in their hiring processes.
- *Technological Solutions.* In today's digital age, technology plays a crucial role in business success. Pesewa ONE offers technology platform solutions, including software development, IT infrastructure support, and digital marketing services. These solutions help businesses leverage technology to enhance their competitiveness and efficiency.

Overall, Pesewa ONE offers a comprehensive suite of services designed to support businesses at various stages of their development, from startup incubation to ongoing operational support, with a focus on facilitating growth, fostering innovation, and creating economic and commercial opportunities.