

2	Visits to all stakeholders for primary information	- Primary data collected - Guided catalogue format and database prepared	4 days
3	Preparing the catalogue format and activity plan	- Catalogue format and database prepared - Activity plan prepared	2 days
4	First presentation about the catalogue format and implementable plan	- APIC updated and feedback received	1 day
4	Starts implementing the plan	- Cataloguing data collected	12 days
5	Data compilation and report writing	- Draft report generated	2 days
6	Draft report presentation	- Feedback received	1 days
7	Final report writing presentation and submission	- Final presentation made - Final report submitted	2 days
8	Time for unseen contingency		2day
	Total Number of days		28 days

6. Expected Output

The assignment shall result as follows:-

1. A standard informative catalogue format to be developed (taking into account the name of the product both modern and local, design, the kind of raw materials and equipments used, production time, market performance, utilities, etc).
2. Recommend suitable database software for establishing backbone for database management.
3. Provides APIC the list of artisans with contact details who work with paintings and painted products
4. Information on the number of new products that are being produced on an annual basis.
5. Recommendations for improvement in terms of design and utility.
6. Submission of report within 28 days from date of signing of the contract.
7. The final report should be submitted both in hard (colour where necessary) and soft copies.

