HOW IT WORKS

From first chat to ongoing support.

1. **Tell us what you need.**
2. **Get a free sample within 3 business days.**
3. **Approve the plan and quotation.**
4. **We build, launch and support.**

WHO WE SERVE

- Small and Medium Enterprises
- Cooperatives and other People Organizations
- NGOs, Foundations, and other Socio-Civic Organizations
- Training, Learning, and Other Educational Institutions



IXI DATA SOLUTIONS

FREE SAMPLE

Start with a free sample.

Start with a free sample, delivered within 3 business days. Request it at ixidatasolutions.com or email hello@ixidatasolutions.com.

See your website before you commit.
Tell us about your organization and we'll design a free sample homepage, with no cost and no obligation.

Request my free sample

Payment terms

Projects are 50% upfront and 50% on completion. Retainers are billed monthly in advance. You can pay by bank transfer, GCash or Maya. IXI Data Solutions is a non-VAT registered business.

SERVING ORGANIZATIONS SINCE 2015

- **hello@ixidatasolutions.com**
- **ixidatasolutions.com**
- facebook.com/IXIDataSolutions
- Pampanga, Philippines
- Office hours: Monday to Friday, 9 AM to 6 PM (PHT)

Technology made simple.
Communication made clear.

IXI DATA SOLUTIONS

IXI DATA SOLUTIONS

Our Services

"Everything your organization needs to look professional and work smarter."

Technology made simple.
Communication made clear.

ixidatasolutions.com

OUR SERVICES

Get online and stay running.

Websites and E-commerce

Modern, mobile-friendly websites and online stores that are easy to update and built to be found.

- Your own domain, hosting and SSL set-up
- Mobile-friendly WordPress design
- Online store, product pages and order or inquiry forms
- Updates, backups and security checks

Google Workspace and Cloud

Professional email, shared drives, calendars and safe cloud backups, set up and managed for your team.

- Official email (you@yourorg.org)
- Shared drives and folder structure
- Backups you can restore from
- Orientation for your staff
- **Domains and Google accounts are registered in your organization's name.**



SEO, Google Business Profile and Analytics

We help customers find you on Google and Maps, and we show you what's working with simple dashboards.

- Search-friendly page set-up
- Google Business Profile set-up
- Google Analytics and Search Console
- Simple monthly summary
- **Spreadsheet Dashboards:** Custom Google Sheets or Excel dashboards built from your data, with charts and automatic updates.



Content and the IT & Editorial Retainer

Articles, social posts and documents, plus an on-demand IT and editorial department for a fixed monthly arrangement.

- Website and social media copy
- Proofreading and copy editing
- Reports, proposals and newsletters
- Typesetting and desktop publishing

OUR SIGNATURE OFFER

IT & Editorial Retainer

Your outsourced IT and editorial team, without having to recruit and manage additional in-house staff.

Like having a lawyer on retainer, for IT and editorial work. Choose IT-only, editorial-only or combined.

- **A designated contact** who knows your organization
- **Request tracking**, so nothing gets lost in a chat thread
- **A monthly work summary** showing what was done
- **Continuity:** the same team, every month

Response targets

Within 4 business hours for urgent issues and within 1 business day for everything else, Monday to Friday, 9 AM to 6 PM.

Coverage

Business-hours, remote support. Onsite visits in Pampanga and Metro Manila, booked 2 business days ahead.

One team for your tech and your words.

The same team that fixes your email can also polish your annual report, update your website news and tidy your board presentation, under one monthly plan.

Larger projects, like a new website, are quoted separately. Up to 20% of unused hours roll over to the next month only.