

Consulting Proposal Quote

Consultant Information

Company Name:
Contact Name:
Email:
Phone:

Client Information

Client Name:
Contact Person:
Email:
Phone:

Project Overview

[Brief summary of the project scope, objectives, and expected outcomes.]

Scope of Work

- [Describe main deliverable or task]
- [Describe additional service/task]
- [Optional items, if any]

Timeline

Milestone/Task	Estimated Completion
[Task/Milestone 1]	[Date or Duration]
[Task/Milestone 2]	[Date or Duration]

Quotation

Description	Qty	Unit Price	Total
[Consulting Service or Deliverable]	[Qty]	[Unit Price]	[Total]
[Other Service/Item]	[Qty]	[Unit Price]	[Total]
Grand Total			[Total Amount]

Payment Terms: [Eg. 50% upfront, 50% upon completion]

Terms & Conditions

- [Cancellation policy, confidentiality, etc.]
- [Revision policy, warranty, and limitations]
- [Other terms as needed]

Acceptance

To confirm and accept this proposal, please sign below:

Consultant Signature & Date

Client Signature & Date