

IT Services Proposal

1. Company Information

Prepared for: _____

Prepared by: _____

Date: _____

2. Executive Summary

[A high-level overview of the proposal and objectives]

3. Scope of Services

- [Service 1 Description]
- [Service 2 Description]
- [Service 3 Description]

4. Project Deliverables

- [Deliverable 1]
- [Deliverable 2]
- [Deliverable 3]

5. Project Timeline

Phase	Description	Timeline
[Phase 1]	[Description]	[Duration]
[Phase 2]	[Description]	[Duration]

6. Pricing

Service	Cost
[Service 1]	[Cost]
[Service 2]	[Cost]

7. Terms and Conditions

- Payment Terms: [Details]
- Service Level Agreement: [Details]
- Confidentiality: [Details]
- Other: [Details]

8. Acceptance and Sign-off

Client Signature: _____

Date: _____

Service Provider Signature: _____

Date: _____