

Operations Consulting Proposal Framework

1. Executive Summary

(Outline the client's situation, objectives, and the purpose of the proposal.)

2. Client Background

(Brief context about the client's business, operations, and current challenges.)

3. Objectives

- (List the key objectives for the engagement)
- (e.g., optimize processes, reduce costs, improve efficiency)

4. Proposed Approach

- (Describe the methodology or steps to address client challenges)
- (e.g., diagnostics, analysis, stakeholder workshops, implementation, monitoring)

5. Deliverables

- (List of expected deliverables and key milestones)

6. Project Timeline

(Include a high-level timeline or phases of the project.)

7. Project Team

(Outline proposed team roles and responsibilities.)

8. Fees & Payment Terms

(State fee structure, payment schedule, and terms.)

9. Next Steps

- (Outline actions required for engagement approval)
- (Contact points for discussion/clarification)

10. Appendix

(Any additional information, credentials, or references.)