

# Simple Service Proposal

## Contractor Information

Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Client Information

Name/Business: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Project Description

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## Scope of Work

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Pricing

Description	Qty	Unit Price	Total
_____	____	____	____
_____	____	____	____
_____	____	____	____

Total Proposal Amount: \_\_\_\_\_

## Terms & Conditions

- Payment terms: \_\_\_\_\_
- Project timeline: \_\_\_\_\_
- Validity: This proposal is valid until \_\_\_\_\_

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Contractor Signature & Date

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Client Signature & Date