

# IT Consulting Proposal

Date: \_\_\_\_\_

## Prepared For

Client Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

## Prepared By

Consultant Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

## Project Overview

[Describe the client's needs, objectives, and the consulting project in brief.]

## Scope of Services

- [Service/Deliverable 1]
- [Service/Deliverable 2]
- [Service/Deliverable 3]

## Project Timeline

Milestone/Task	Estimated Completion
[Milestone 1]	[Date/Week]
[Milestone 2]	[Date/Week]
[Milestone 3]	[Date/Week]

## Fees & Payment Terms

[Describe consulting fees, payment schedule, terms, and methods.]

## Terms & Conditions

[Outline essential terms, such as confidentiality, intellectual property, and liability clauses.]

## Acceptance

By signing below, both parties agree to the terms of this IT Consulting Proposal.

\_\_\_\_\_  
Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Name/Title: \_\_\_\_\_

Date: \_\_\_\_\_