

PDF Basic Consulting Proposal Template

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Client Information

Name	
Company	
Role	
Address Line 1	
Address Line 2	
Phone	
Email	

Greeting

Project Overview

Challenge(s) and Proposed Solutions

Challenge 1	
Challenge 2	
Challenge 3	

Project Objectives

Objective 1	
Objective 2	
Objective 3	

Approach

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Deliverables

Deliverable 1

Deliverable 2

Deliverable 3

Deliverable 4

Schedule and Timeline

Deliverable	Person Responsible	Start Date	End Date

Team Experience and Qualifications

Team Members	Experience	Responsibilities	End Date

Cost and Payment Terms

Activity	Rate	Hours	Price
			Total

Consultant Contact Information

Name	
Company	
Role	
Address Line 1	
Address Line 2	
Phone	
Email	

Signatures

Name	
Title	
Date	

Name	
Title	
Date	

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