

# IT Outsourcing Service Proposal

Date: [Insert Date]

To,

[Client's Name]

[Client's Business Name]

[Client's Address]

Dear [Client's Name],

We are pleased to present our IT outsourcing service proposal tailored for small businesses like yours. At [Your Company Name], we understand the unique challenges that small enterprises face in managing their IT needs effectively while focusing on core business objectives.

## Our Services

- 24/7 IT Support
- Network Management
- Data Backup & Recovery
- Cybersecurity Solutions
- Cloud Services

## Our Approach

We take a personalized approach to understand your specific requirements and provide customized solutions that align with your business goals.

## Pricing

Our competitive pricing model includes:

- Monthly Retainer: [\$Amount]
- Pay-As-You-Go Services: [\$Hourly Rate]

## Next Steps

We would love to discuss this proposal further and answer any questions you may have. Please feel free to contact us at [Your Phone Number] or [Your Email Address] to schedule a meeting.

Thank you for considering [Your Company Name] as your IT outsourcing partner. We look forward to the possibility of working together.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]