

# Consultancy Service Proposal

**Date:** [Insert Date]

**To:** [Client's Name]

**Company:** [Client's Company Name]

**Address:** [Client's Address]

**Dear [Client's Name],**

We are pleased to submit our proposal for consultancy services in financial analysis. Our firm, [Your Company Name], specializes in providing comprehensive financial analysis to assist businesses in making informed decisions.

## Scope of Services

- Financial statement analysis
- Budget forecasting
- Profitability analysis
- Investment appraisal
- Risk assessment and management

## Project Timeline

We anticipate that the analysis will take approximately [insert duration], beginning on [start date] and concluding on [end date].

## Fees

The total fee for our services will be [insert fee], payable in [insert payment terms].

## Conclusion

We look forward to the opportunity to work with you on this project. Please feel free to contact us should you have any questions or require further information.

Thank you for considering [Your Company Name] as your trusted partner in financial analysis.

**Sincerely,**

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]