

Hardware Maintenance Support Proposal

Date: [Insert Date]

To:

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to submit our proposal for hardware maintenance support tailored to meet the needs of [Company Name]. Our team at [Your Company Name] understands the importance of maintaining your hardware systems to ensure optimal performance and longevity.

Scope of Services

- Regular maintenance checks and updates
- 24/7 technical support
- Emergency repair services
- Replacement parts procurement

Proposed Pricing

The total cost for our hardware maintenance support service is [insert amount], which includes all the services listed above. We offer flexible payment options to suit your budget.

Conclusion

We are committed to providing exceptional service and support to [Company Name]. Please feel free to reach out for any questions or further discussions regarding this proposal.

Thank you for considering our proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]