

Consultancy Contract Proposal

Date: [Insert Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

We are pleased to submit our consultancy contract proposal for your consideration. Our firm, [Your Company Name], specializes in [brief description of your services]. We aim to assist you with [specific needs or projects of the client].

Proposed Services:

- [Service 1]
- [Service 2]
- [Service 3]

Timeline:

The estimated timeline for the completion of the project is [Insert Timeline].

Fees:

The total cost for our services will be [Insert Fee Structure].

Conclusion:

We look forward to the opportunity to work with you and provide the best solutions for your needs. Please feel free to reach out for any clarifications.

Thank you for considering our proposal.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]