

Service Offering Proposal

Date: [Insert Date]

To: [Client's Name]

[Client's Company Name]

[Client's Address]

Dear [Client's Name],

We are pleased to submit our service offering proposal tailored specifically for small businesses like yours. At [Your Company Name], we understand the unique challenges faced by small enterprises and are committed to providing solutions that cater to your needs.

Services Offered:

- Service 1: [Brief description]
- Service 2: [Brief description]
- Service 3: [Brief description]

Why Choose Us?

[Brief outline of your unique selling propositions]

Pricing:

[Overview of pricing structure]

Next Steps:

If you have any questions or would like to discuss this proposal further, please feel free to reach out to us at [Your Contact Information]. We look forward to the opportunity to work with you.

Thank you for considering [Your Company Name] as your service partner.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]