Consulting Proposal

Prepared by the consultant for the client. Signing the acceptance section turns this proposal into a binding order on the terms below.

PROPOSAL NO. | DATE | VALID UNTIL

Prepared by

COMPANY | CONTACT PERSON

EMAIL | PHONE | GSTIN

Prepared for

CLIENT ORGANISATION | ATTENTION OF

Overview

This proposal sets out our understanding of the challenge, our approach, the deliverables and the team who will work with you.

THE CHALLENGE, AS WE UNDERSTAND IT

Scope of work

- Diagnostic: data review and stakeholder interviews
- Analysis and options with their costs and risks
- Recommendations and an implementation roadmap
- Workshops with leadership to align on decisions
- Optional implementation support (quoted separately)

Plan and timeline

Phase	What you get	Typical time
Diagnose	Interviews, data, current state	2-3 weeks
Design	Options, business case	3-4 weeks
Recommend	Roadmap, leadership workshop	1-2 weeks

PROPOSED START | TARGET COMPLETION

Investment

FEE BASIS

AMOUNT (₹)

TEAM SIZE

PAYMENT SCHEDULE

Prices exclude GST unless stated. Invoices are payable within 15 days. Work beyond the scope above is quoted separately through a change order.

Assumptions and exclusions

- Client data shared with us is kept confidential and used only for this engagement.
- Recommendations are advice; decisions and their implementation remain the client's.
- Out-of-town travel billed at actuals.

Acceptance

By signing, the client accepts this proposal and authorises the consultant to begin. Detailed terms (confidentiality, IP, liability) follow the consultant's standard terms of service unless a separate contract is signed.

BILLING NAME AND ADDRESS

CLIENT GSTIN

PO NO. (IF ANY)

SIGNATORY DESIGNATION

Client

SIGNATURE

PRINTED NAME

DATE

Consultant

SIGNATURE

PRINTED NAME

DATE