

# IT Service Proposal

## Prepared for:

Client Company Name

## Prepared by:

Service Provider Name

## Date:

### 1. Introduction

### 2. Objectives

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### 3. Scope of Services

- IT Support
- Network Management
- Data Backup & Recovery
- Security Solutions

### 4. Methodology

### 5. Proposed Timeline

Phase	Duration	Description
Phase 1	1 week	Initial Assessment and Plan
Phase 2	2 weeks	Implementation and Configuration
Phase 3	1 week	Testing and Finalization

### 6. Pricing

### 7. Terms & Conditions

### 8. Contact Information

Name:

Email:

Phone:

### 9. Acceptance

Client Signature:

Date: