**Client Name**

**Project ABC**

**Proposal**

**By: Tommy Segoro**

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# Document Information

## Version History

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Version** | **Author** | **Description** |
| 04/01/2013 | 0.1 | Tommy Segoro | Document created. |

## Distribution List

|  |  |  |
| --- | --- | --- |
| **Name** | **Organisation** | **Title** |
| John Doe | Client ABC | Director |

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## Terminology and Abbreviations

|  |  |
| --- | --- |
| **Title** | **Description** |
| TFS | TFS Consulting Services |
| The Client | Client ABC and its employees |

## References

|  |
| --- |
| **Document Title** |
| Business Requirements.docx |

# Introduction

This document details the actual effort of delivering the project as stated in the Business Requirements document.

# Investments

## Effort (in Hours)

|  |  |
| --- | --- |
| **Details** | **Hours** |
| Design – resource: Designer | 40 |
| Development – resource: Senior Developer | 100 |
| Documentation – resource: Senior Developer | 20 |
| Testing – resource: Tester | 20 |
| **Total** | 180 |

## Rates

* Senior Developer: $150/hour
* Tester: $150/hour
* Designer: $150/hour

## Software Costs

### SQL Server

….

### SharePoint Server

…..

### Telerik Suite

……

# Billing Terms

## Costs

### Software Costs

TFS Consulting Services need full amount to be paid for the **Software Costs** detailed in **3.3**.

### Resource Effort

As for the Effort delivery TFS Consulting Services will be using weekly timesheet to properly track time against each task. Please approve timesheet by Monday COB every week.

Our billing cycle is at the first day of a new month and invoice needs to be paid before the end of the month.

For example:

* Project starts at 13 Jan 2013;
* First invoice is billed at 02 Feb 2013 and invoice is due by 28 Feb 2013.

### Proposal Acceptance

This document is valid for **1 month** from the date it is sent to The Client.

## Payment Details

### Bank Deposit

Please pay to:

### Cheque

### Credit Card

# Approval

Please email the document back to [info@tfsconsulting.com.au](mailto:info@tfsconsulting.com.au) with the following message on the body:

**I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on behalf of Client ABC approves the proposal and the payment schedule as detailed on previous section.**

# Appendix Vertical

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# Appendix Horizontal

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