

This Implementation Proposal Document for SC Testing, Inc. (Sample Company Testing Inc.), was created as a template to help companies model their own business proposal.

You are welcome to use this Proposal as a starting point to create your own, but you do not have permission to reproduce, resell, publish, distribute or even copy this Proposal as it exists here.

If you want some perspective on how you or your company needs to enhance their Sales/Client Management Capabilities, please email me at shubhanjan.saha@gmail.com

Please Note that the Names, locations and numbers in this Proposal are all fictional

Deal Support Guy

**Sample Company Owner
Sample Company Testing Inc
Sample Company Testing Address
Phone Number
Web Site
E-mail address**

Dear Mr. SC Owner,

Thank you for taking the time to talk with me last week. I know that your technology needs in your offices have been a high priority problem for you. I am pleased to propose a cost effective solution that will minimize your in-house burden.

The Consulting Company are specialists in technology services with over 30 years of experience. We pride ourselves in providing our clients with professional service, guaranteed quality and the highest level of efficiency.

Your attached cost summary is based upon your current needs and can be adjusted as we customize your services.

I look forward to discussing your project with you in more detail shortly.

Please contact me directly anytime you have additional questions or requests.

**Sincerely,
Shubhanjan**

**Shubhanjan Saha
The Consulting Company
The Consulting Company Inc**

**The Consulting Company
Address
Phone Number
Web Site
E-mail address**

PROJECT

COMPUTER SYSTEM SERVICES

Prepared for : Sample Company Owner, Partner
Sample Company Owner 2, Partner

Prepared by : Shubhanjan Saha, Principal

DESCRIPTION

Sample Company is a full service Attorney and Paralegal Firm in the San Francisco area. The current risk is high for computer security breaches and Sample Company is in need of initial upgrades, system documentation and long-term system support. The Consulting Company proposes to provide system support, documentation of current systems, topology and networks, document work as it is performed and provide a weekly work review. A full system discovery process would be performed as well as a disaster recovery assessment and implementation.

Proposal Number: 1561-5404

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Deal Support Guy

NON DISCLOSURE

THIS AGREEMENT is made this 12th day of January, 2013, by and between The Consulting Company (“Company”) and Sample Company (“Customer”).

Each of the undersigned parties understands that both parties have a desire to establish an employment, consulting or other business relationship between the Company and the Customer.

The information contained in this proposal represents the current view of the Consulting Company on the issues discussed as of the date of publication. Because Consulting Company must respond to changing market conditions, it should not be interpreted to be a commitment on the part of Consulting Company, and Consulting Company cannot guarantee the accuracy of any information presented after the date of publication. This white paper is for informational purposes only. Consulting Company MAKES NO WARRANTIES, EXPRESS, IMPLIED, OR STATUTORY, AS TO THE INFORMATION IN THIS DOCUMENT. Complying with all applicable copyright laws is the responsibility of the user. Without limiting the rights under copyright, no part of this document may be reproduced, stored in or introduced into a retrieval system, or transmitted in any form or by any means (electronic, mechanical, photocopying, recording, or otherwise), or for any purpose, without the express written permission of Consulting Company Corporation.

General Provisions

Governing Body. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Exclusive jurisdiction and venue shall be in the King County, Washington superior courts.

Entire Agreement. This Agreement supersedes all prior discussions and writings and constitutes the entire agreement between the parties with respect to the subject matter hereof. The prevailing party in any action to enforce this Agreement shall be entitled to costs and attorneys’ fees.

Binding Effect. This Agreement shall be binding upon and inure to the benefit of Customer and Developers and their respective successors and assigns, provided that Developers may not assign any of his obligations under this Agreement without Customer’s prior written consent.

EXECUTED as of the date first written above.

Sample Company

The Consulting Company

By: _____

By: _____

Title: _____

Title: _____

Date signed: _____

Date signed: _____

EXECUTIVE SUMMARY

The Objective...

Sample Company is a full service Attorney and Paralegal Firm in the San Francisco area.

- ◆ Need #1 : Desktop system upgrades.
- ◆ Need #2 : Weekly support for in-house computer and network systems.
- ◆ Need #3 : Disaster recovery process evaluation and installation.
- ◆ Need #4 : Risk assessment evaluation and security installation.

The Opportunity...

Sample Company is at high risk for computer security breaches and is in need of initial upgrades and long term system support.

- ◆ Goal #1 : Evaluate current system needs and growth plans.
- ◆ Goal #2 : Reduce costs of support and security maintenance.
- ◆ Goal #3 : Disaster recovery planning and implementation.

The Solution...

The Consulting Company will provide technology consulting in the following areas.

- ◆ Recommendation #1 : Full evaluation of current and future desktop and server needs.
- ◆ Recommendation #2 : Weekly support for all systems.
- ◆ Recommendation #3 : Develop disaster recovery plan and implement.
- ◆ Recommendation #4 : Perform risk assessment and update systems.
- ◆ Recommendation #5 : Development of complete system documentation.

COST SUMMARY

| Development Costs | Price |
|--|-----------------|
| Project Development – Discovery Process | \$2,500 |
| Initial Desktop System Upgrades | \$5,600 |
| New Server Installation- Hardware, Software and Labor | \$14,000 |
| Total Development Costs: | \$22,100 |
| Ongoing Monthly Costs: | |
| Gold Package Support- M-F 8am-5pm (5 hours per month) | \$500 |
| Additional support hours (if requested) M-F 8am-5pm | \$100/ hr |
| Additional support hours (if requested) M-F after 5pm, Sat/Sun anytime | \$150/ hr |
| Total Ongoing Monthly Costs: | \$500 |
| Miscellaneous Costs: | |
| Additional hardware or software (if requested) | Variable |
| Total Miscellaneous Costs: | N/A |
| TOTAL AMOUNT | \$28,100 |
| TOTAL MONTHLY AMOUNT | \$500 |
| TOTAL YEARLY AMOUNT | \$28,100 |

Standard Disclaimer: The numbers represented above are to be used as an estimate for the projects discussed. The above Cost Summary does in no way constitute a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before being locked in by a binding contract.

CONTRACT AND TERMS

| | |
|---|---|
| Setup Fee: | 100% of Development Costs Any other balances owing |
| Fees Recurring Monthly: | 100% of Current Monthly Package fee plus any additional billed hours from prior month Due upon receipt of monthly invoice Net 15 |
| Fees Recurring Quarterly/Yearly: | To be billed on monthly invoice Net 15 |
| Customized / Extra Reports: | To be billed on monthly invoice Net 15 |

Minimum Term of Contract

This contract shall extend for 12 calendar months, commencing on the first day of the month following completion of the conversion process. Thereafter, Contractor shall provide services described herein on a continuing monthly basis at the current fee schedule. Contractor shall disclose the current fee schedule a minimum of 30 days prior to the end of the initial contract term. In the event that both parties agree to a new contract for a period of 12 or more months, fees shall be determined at the time of signing the new contract.

Cancellation of Contract

Either party may terminate this contract with 90 days notice. If Client notifies Contractor of termination prior to end of 12-month initial term, Client shall pay for all contracted services through the end of the 90-day notice period or to the end of the initial term of contract, whichever period is longer.

No pre-payment penalties shall be assessed for advanced payment.

A late payment fee of 15% of total due will be assessed on any account past due by 30 days.

Final terms and conditions of Work to Be Performed will be provided in the Contract for Services.

THIS DOCUMENT IS PROVIDED FOR SAMPLE PURPOSES ONLY. IT IS NOT A LEGAL DOCUMENT.

SERVICES PROVIDED

The Consulting Company agree to provide services as follows to Sample Company.

- **Hardware Inventory** – Catalogue all hardware, including peripherals, for each Sample Company site, including serial numbers for each device. List all system information for each device, and record access codes, passwords, and other information that may be needed to access the device.
- **Software Inventory** – Document all software for each site, including both installed and owned-but not- installed software. List registration numbers, registered user names, and any other access data as needed for each software license.
- **Site-specific System Maps** – Diagram the entire system for each site, including all physical connections, whether functional or not, and any wireless connections between devices.
- **Complete Network Map** – Diagram and document connections between sites and devices as needed to record the multi-site network and detail all system integration.
- **Site-specific System Analyses** – Collect, analyse, and record current security and performance issues for each site, with references as appropriate to specific systems.
- **Recommendations** – Prioritize issues, both on a site-specific and on an overall basis, and suggest recommendations for repairs and improvements.
- **Warranty Review** – Collect and analyse current system warranty information. Recommend warranty extensions, additions, or timely repair work as appropriate for each system.
- **System-wide Risk Analysis** – Collect and analyse current data on all penetrations of the network. Document and review installed security software and hardware. Recommend updates and security measures as needed for protection against viruses and unauthorized users, and install after approval by Client. Develop and document policies and procedures for continued maintenance and security.

TECHNICAL APPROACH

The Consulting Company agrees to carry out development tasks as follows:

- **Assign a development team to the project. Team leaders are listed below.**

Jon Rathius- Senior Network Architect

Mike Poliju- MCSE, Novell, Cisco, HP Certified Senior Technician

Carey Hall- Security System Architect and System Developer

- **Develop a detailed plan and schedule, beginning immediately upon receipt of required materials from the Client. The project plan will include procedures for completing the following tasks:**

Inventory All Hardware

Inventory All Software

Develop Site-specific System Maps

Develop Complete Network Map

Carry Out Site-specific System Analyses

Prioritize Issues and Make Recommendations for Repair and Improvement

Review Warranty Information and Make Recommendations

Analyze Current Risks to System and Recommend Updates and Improvements

- **Design the project to focus on the following issues identified by Client:**

Sample Company's network is inefficient and out-dated. Known problems include occasional incursions of viruses and unauthorized users, as well as recurring problems with sluggish processing, frequent lockups of all or part of network, and lack of data storage capacity. Client estimates that these problems reduce the average user's productivity by 15% or more, or approximately one employee-hour per day.

- **Develop and carry out a maintenance plan for Client, as specified in the Maintenance Agreement.**

The Consulting Company agrees to provide support for all aspects of Sample Company's computing services, including all hardware, software and networking processes used by Sample Company. Support may include both onsite and off-site services, as identified and agreed to by both parties.

PROJECT SUMMARY

**Prepared for: Sample Company Owner, Partner
Sample Company Owner 2, Partner**

January 22

Prepared By: Shubhanjan Saha, Principal

Sample Company is a full service Attorney and Paralegal Firm in the San Francisco area. The current risk is high for computer security breaches and Sample Company is in need of initial upgrades, system documentation and long-term system support.

The Consulting Company would provide system support, documentation of current systems, topology and networks, document work as it is performed and provide a weekly work review. A full system discovery process would be performed as well as a disaster recovery assessment and implementation. Availability to The Consulting Company would be under a standard 12 month contract for Monday-Friday 8am-5pm for standard system support. 24x7 coverage is always available for emergency needs.

As a leading provider for technology systems, service and preventative maintenance in the Bay Area since 1972, we have provided leading edge technology to grow and enhance our client's systems, security and enable their growth. We service customers both locally and a national scale to serve all your needs in a timely, consistent and professional manner.

COMPANY HISTORY

About us – The CONSULTING COMPANY is a leading provider for technology systems, service and preventative maintenance in the Bay Area. Since 1972, we have provided leading edge technology to grow and enhance our client's systems, security and enable their growth. We service customers both locally and a national scale to serve all your needs in a timely, consistent and professional manner.

We employ only the best trained, highly certified staff who are continually enhancing their training through additional certification and hands-on training.

Our Regional headquarters is located in San Francisco, California with branch offices throughout the United States to serve you better with faster response times and the ability to be on your site as needed.

Products –

| | | | |
|--------|-----------|------------|--------------------------|
| Compaq | Epson | Canon | Hewlett Packard |
| Sony | Toshiba | IBM | Novell |
| Cisco | Microsoft | WatchGuard | Zultys among many others |

Services - Our services start with a thorough analysis of your business needs and goals for your company. We then develop an appropriate repair and maintenance schedule and level of service to fit your needs and budget.

How to Contact - If you need to contact us for any reason you can reach us at:

The Consulting Company
Address
Address
Phone: XXX-XXX-XXX
Fax: XXX-XXX-XXX
E-Mail: Support@theconsultingcompany.com
URL: www.theconsultingcompany.com

Client contact:
Shubhanjan Saha
Principal
Phone: XXX-XXX-XXX
Fax: XXX-XXX-XXX
E-mail: shuhanjan.saha@theconsultingcompany.com

REFERENCES

The following are some of our clients who have agreed to be references. Feel free to contact any of our references about their experience with The Consulting Company. For more details see our web site references page at:

www.theconsultingcompany.com

Client Reference #1

Client Name #1
Client Position #1
Phone: XXX-XXX-XXX
E-mail: clientname1@clientreference1.com

Type of Services Provided: Network installations and upgrades, disaster recovery planning and implementation, 24x7 desktop and server support. Maintenance service provider.

Dates of Service: March 1972 - Present

Client Reference #2

Client Name #2
Client Position #2
Phone: XXX-XXX-XXX
E-mail: clientname2@clientreference2.com

Type of Services Provided: Types of Services Provided: Network upgrades, disaster assessment and recovery services, desktop installations, upgrades and support. 24x7 server support services.

Dates of Service: April 1984 - Present

Client Reference #3

Client Name #3
Client Position #3
Phone: XXX-XXX-XXX
E-mail: clientname3@clientreference3.com

Type of Services Provided: WAN, wireless network installation, VoIP system installation and maintenance, 24x7 desktop and server support. Disaster recovery planning and maintenance.

Dates of Service: March 2006 - Present