[](https://goo.gl/WUMKzz)**SOFTWARE PROJECT PROPOSAL TEMPLATE**

**SOFTWARE DEVELOPMENT PROPOSAL**

**PREPARED FOR**

**Client Name**

**PREPARED BY**

**Sender Name**

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| **PROJECT NAME** |  | | |
| **EST. START DATE** |  | **EST. FINISH DATE** |  |
| **SUBMITTED TO** |  | **COMPANY** |  |
| **CONTACT NAME** |  | **ADDRESS** |  |
| **PHONE** |  |
| **EMAIL** |  |

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| **SUBMITTED BY** |  | **COMPANY** |  |
| **CONTACT NAME** |  | **ADDRESS** |  |
| **PHONE** |  |
| **EMAIL** |  |

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| **PROJECT OVERVIEW** |
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| **PURPOSE / GOALS** |
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| **OBSTACLES** |
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| **INDUSTRY / MARKET RISK FACTORS** |
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| **BUDGETARY RISK FACTORS** |
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| **HARDWARE COMPATIBILITY** |
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| **SOFTWARE EMPLOYED** |
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| **TIMELINE / MILESTONES** | | | |
| **OVERVIEW** |  | | |
| **MILESTONE** | | **REPORTING** | **DEADLINE** |
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| **DEPLOYMENT / DISTRIBUTION** | | | | |
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| **TESTING** | | | | |
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| **DOCUMENTATION** | | | | |
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| **SUPPORT** | | | | |
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| **TRAINING** | | | | |
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| **COST STRUCTURE** | | | | |
| **OVERVIEW** |  | | | |
| **NEEDS / INVESTMENT** | | | | **COST** |
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| **ESTIMATE TOTAL** | | | |  |
| **PAYMENT TERMS** | | | | |
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| **TERMS & CONDITIONS** | |
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| **PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED BY DATE OF** |  |
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| **ACCEPTANCE OF PROPOSAL** | | | |
| **AUTHORIZED CLIENT SIGNATURE** |  | **DATE OF ACCEPTANCE** |  |

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