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| PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED BY DATE OF |   |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