

Proposal

ABC Company

Address, Street, Building
City, State, Zip
Phone: 1-800-555-1234
Email: company@domain.com

Proposal submitted to:	Job name:	Ref no:
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Proposal #:	Proposal valid till date #:	Number of pages:
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We hereby submit specifications and details for:

We hereby propose to furnish material and labor to complete the job as per the above specifications for a sum of US\$ _____ (in figures) /Rs. _____

with the terms of payment as follows: _____

Please insert for any clarifications / further details.

Authorized Signatory: Name _____ Signature _____

Acceptance of Proposal

I/We have reviewed your proposal and hereby indicate our acceptance of the same as per the details, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed terms.

Authorized Signatory: Name _____ Signature _____ Date _____