**Proposal Writing**

Arshad Khan

Sales Manager,

Technosoft,

Vashi, Navi Mumbai

1 Sep 2022

To

The Director,

Anjuman’s-I-Islam’s

Kalsekar Technical Campus, New Panvel,

Navi Mumbai - 410206,

Maharashtra

Subject: Proposal for establishing a new computer lab

Dear Sir,

We are pleased to introduce our company – Technosoft Solutions, as a sales manager of Technosoft, Vashi, Navi Mumbai. We are a leading provider of computer hardware, software and networking solutions. We have been in the industry for the past 10 years and have gained immense experience and expertise in the field. Some of our previous projects include:

* Setting up a computer lab for a school in Vashi
* Setting up a computer lab for a college in Vashi

We came to know that your college is in need of a new computer lab and we would like to offer our services in this regard. We can provide you with 25 computers and other peripherals at a very competitive price. We will also provide you with 1 year free maintenance service for the lab.

We will install 25 computers and other peripherals in the lab as per your specifications. We will also provide training to your staff on how to use and maintain the lab.The total cost of setting up the lab will be around Rs. 5-10 lakh as per the requirements. This includes the cost of computers, peripherals, installation, and training.

We are confident that we can set up the new computer lab as per your requirements and within your budget. We look forward to working with you on this project.

Thanking you,

Yours sincerely,

Arshad Khan