Add logo here

**Software Development Proposal**

COVER

[LETTERHEAD]

[DATE]

Test Panda  
[CLIENT.Company]  
[CLIENT ADDRESS]  
  
Dear [MR MS] Panda,

Re: Enclosed Software Proposal  
  
Please find enclosed our detailed software proposal for your kind consideration.  
  
At [COMPANY] we are aware that creating client-oriented software takes a mixture of technical excellence and clear communication and our firm hires only the very best to ensure you receive both. We know that every client is unique and we strive to deliver an individual, innovative and affordable proposal every time and to follow it through with an outstanding delivery which is both on time and within budget.  
  
We have over [YEARS OF DEVELOPMENT] of development in this area and our previous clients include [PREVIOUS CLIENTS]. Please let us know if you would like to get in touch with our existing clients from whom you will receive nothing but positive endorsements. You may also wish to review our website at [WEBSITE] to see our portfolio of previous work and learn more about our organization.  
  
We also pride ourselves on our after-sales client-care including our guarantees, staff-training and onsite and offsite support.  
  
Finally, we realize that you are very busy and wanted to thank you in advance for your time spent reviewing our proposal.  
  
Yours Truly,  
  
  
  
Chad Crowe

[COMPANY.Company]

Enclosed

TEXT

**SIGNATURE**

**CC**

1. 1. Project Overview
2. 2. Obstacles
3. 3. Technology Requirement (Software and Hardware)
4. 4. Milestones and Reporting
5. 5. Deployment
6. 6. Testing
7. 7. Documentation
8. 8. Warranty
9. 9. Support
10. 10. Training
11. 11. Pricing
12. 12. Payment Terms
13. 13. Contact Us

TOC

Executive Summary  
  
[EXECUTIVE SUMMARY]  
  
  
  
AS ACCEPTED BY [CLIENT.Company]  
  
  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_            \_\_\_\_\_\_\_\_\_\_\_\_\_  
Test Panda  
[CLIENT CONTACT TITLE]

TEXT

**SIGNATURE**

**TP**



**TP**

1. Project Overview

HEADING

[PROJECT OVERVIEW]

TEXT

2. Obstacles

HEADING

TEXT

3. Technical Obstacles

HEADING

[TECHNICAL OBSTACLES]

TEXT

4. Industry and Market Risks

HEADING

[INDUSTRY AND MARKET RISKS]

TEXT

5. Budgetary Risks

HEADING

[BUDGETARY RISKS]

TEXT

**Technology Requirement (Software and Hardware)**

HEADING

6. Hardware

HEADING

TEXT

7. Software

HEADING

TEXT

8. Milestones and Reporting

HEADING

1. Analysis

2. Development

3. Testing

4. Deployment

5. Training

TEXT

TEXT

| **Milestone** | **Tasks** | **Reporting** | **Hours** | **Date** |
| --- | --- | --- | --- | --- |
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TABLE

9. Deployment

HEADING

The software will be distributed in the following manner/s:

[DEPLOYMENT]

TEXT

10. Testing

HEADING

The testing process shall be as follows:

[TESTING]

TEXT

11. Documentation

HEADING

The document provided will be as follows:

[DOCUMENTATION]

TEXT

12. Warranty

HEADING

[WARRANTY]

TEXT

13. Support

HEADING

[SUPPORT]

TEXT

14. Training

HEADING

[TRAINING]

TEXT

15. Pricing

HEADING

Our fee for seeing the project through from start to completion will be [FEE]. This is calculated at an hourly rate of [RATE].

TEXT

16. Payment Terms

HEADING

We propose the following payment terms:

25% (25%)

Paid on acceptance of this proposal and signing of our software development agreement.

25% (50%)

Paid at completion of Milestone 1.

25% (75%)   
Paid at completion of Milestone 2.

15% (90%)   
Paid at completion of Milestone 3.

10% (100%)   
Paid at completion of Milestone 4.

TEXT

17. Contact Us

HEADING

You can get in touch with us in any of the below ways:

By Phone

[CELL NUMBER]         (Cellphone of [SALESMAN])

[OFFICE NUMBER]        (Main Reception)

By Email

[EMAIL ADDRESS]

By Fax

[FAX NUMBER]

On our website

[WEB URL]

By post

[ADDRESS]

If you would like to proceed with our proposal then you can sign the first page and return a copy to us by fax, email or post.

In any case please feel free to call us to discuss the quote, request more information or for any other reason.

We look forward to hearing from you soon!

TEXT

[]



* [Content](https://app.pandadoc.com/a/" \t ")
* [Library](https://app.pandadoc.com/a/" \t ")
* [Activity](https://app.pandadoc.com/a/" \t ")
* [Recipients](https://app.pandadoc.com/a/" \t ")
* [Analytics](https://app.pandadoc.com/a/" \t ")
* [More](https://app.pandadoc.com/a/" \t ")
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