

PDF Consulting Project Proposal Template



Agreement Number	
Client Name	
Date	

1. Nature and Place(s) of Service

2. Terms of Agreement

The period of performance of this agreement will be:

Date From	
Date To	

3. Compensation and Payment of Expenses

Client obligations for services are as follows:

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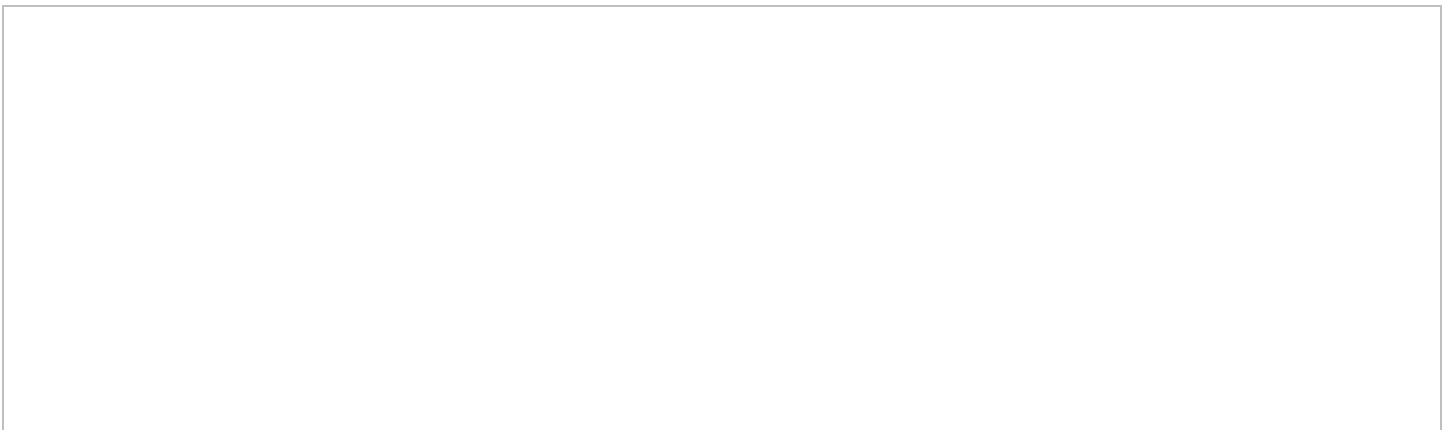
4. Performance Schedule

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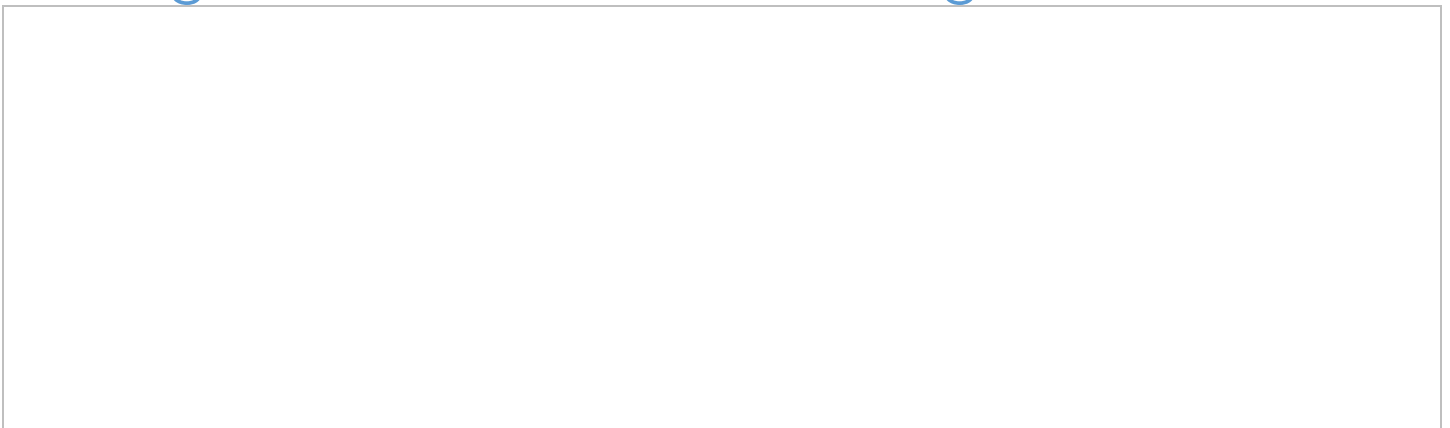
5. Reporting



6. Taxes



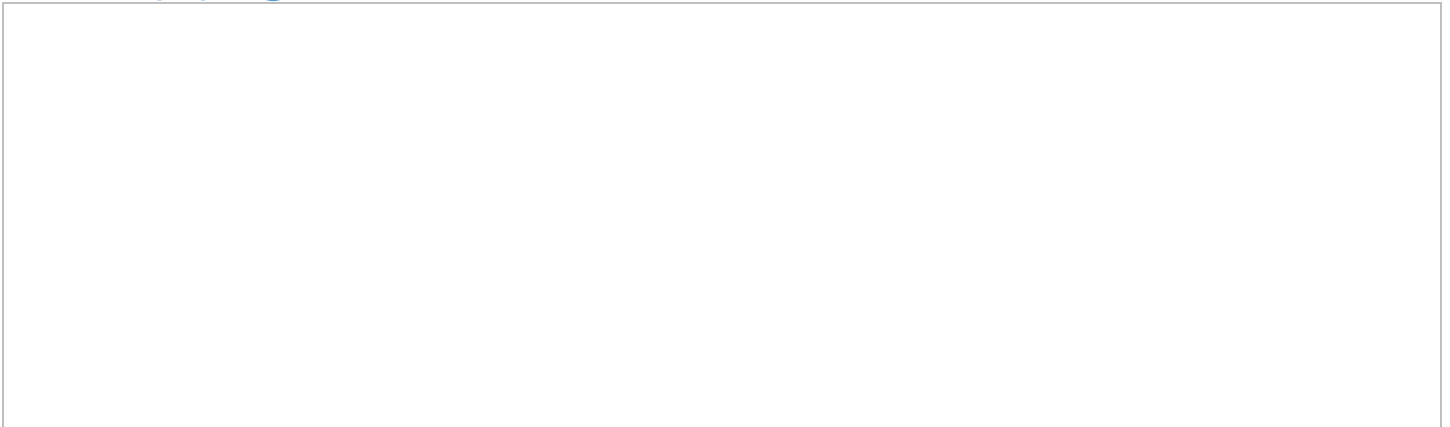
7. Assignment and Subcontracting



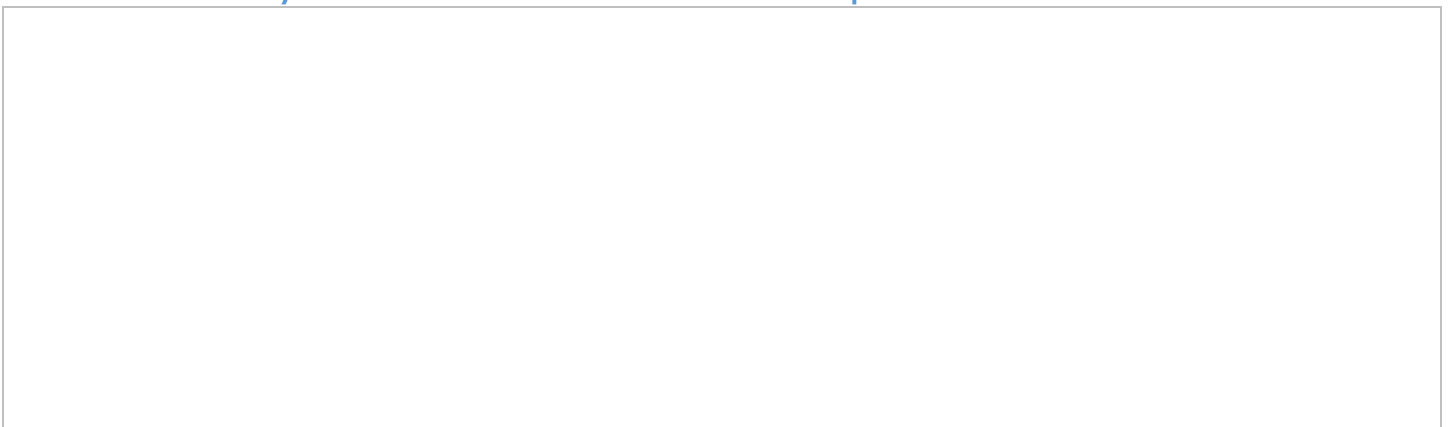
8. Ownership and Use of Developed Materials



9. Copyright



10. Liability and Insurance Requirements



11. Conflict of Interest

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12. Confidentiality

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13. Representatives

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Consultant Signature	
Date	
Client Signature	
Date	

Exhibit A – Statement of Work

Background	
Project Objectives and Scope	
Path to Results	
Approach	
Deliverables	
Resources	
Project Governance	

Exhibit B – Staffing Plan

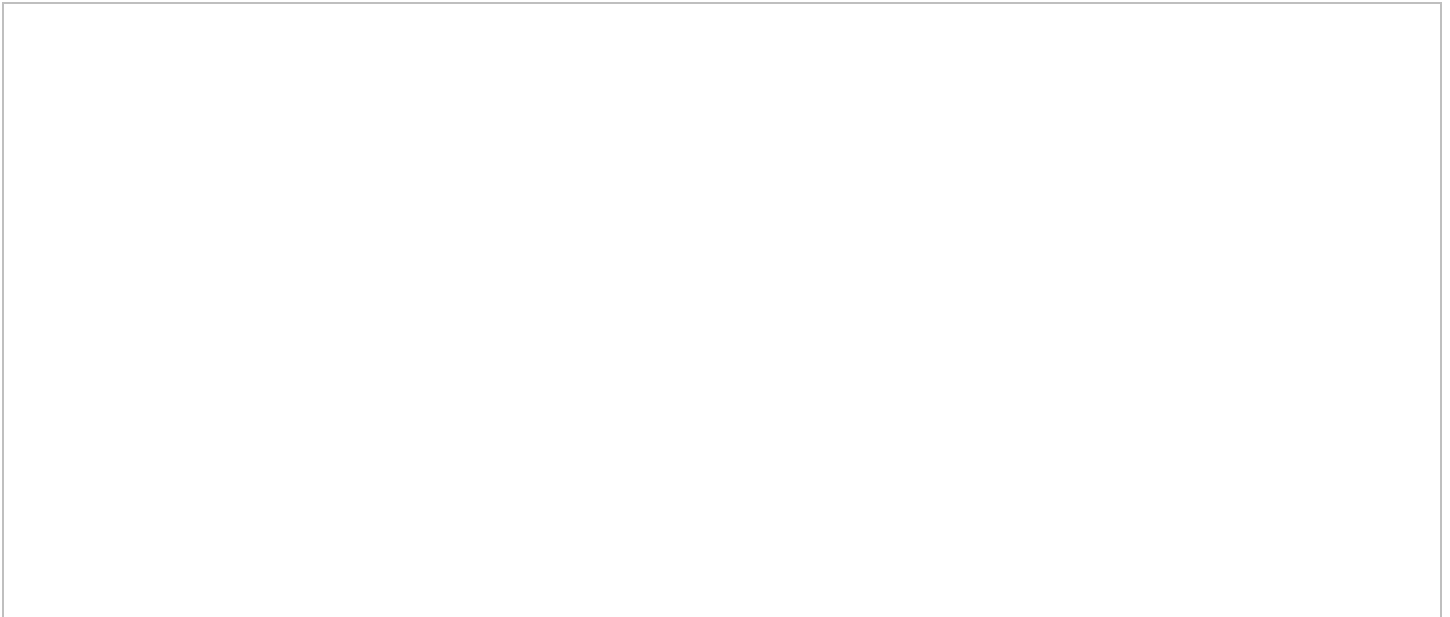
Background		
Engagement Management		
Name	Allocation %	
Project Management		
Name	Allocation %	
Project Team		
Name	Allocation %	

Exhibit C – Travel Expense Guidelines

>> Approved Expenses

A large, empty rectangular box with a thin black border, intended for listing approved travel expenses.

>> What Will Not Be Reimbursed

A large, empty rectangular box with a thin black border, intended for listing expenses that will not be reimbursed.

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