YOUR
LOGO

**COMPANY NAME**

OPERATIONS-CONSULTING PROPOSAL

Prepared by:

**[Client Name]**

**[Contact information]**

**[Date]**

# Introduction

Thank you for considering [Your Company Name] to support your operations consulting needs. Our team specializes in helping businesses improve efficiency, reduce costs, and optimize end-to-end operations.

This proposal outlines our tailored approach to operational improvement for [Client Name].

# Project Objectives

The primary goals are:

- Identify inefficiencies and bottlenecks in key processes
- Streamline operations and reduce waste
- Improve cross-functional collaboration and throughput
- Enhance visibility and decision-making with data-driven insights

# Proposed Services

Our operations consulting services include:

- Current state operational assessment
- Process mapping and bottleneck analysis
- Performance benchmarking and KPI design
- Lean, Six Sigma, and continuous improvement frameworks
- Implementation roadmap and execution support

# Scope of Work

Scope includes:

- Discovery meetings and data review
- Operations and process diagnostics
- Recommendations for improvement and automation
- Training for staff and implementation guidance
- Post-implementation review and refinement

# Timeline

Proposed project timeline:

|  |  |  |
| --- | --- | --- |
| Phase | Description | Estimated Date |
| Assessment | Review current operations and data | [Start Date] |
| Analysis | Identify gaps, inefficiencies, and quick wins | [Date] |
| Strategy & Roadmap | Develop plan and implementation guidance | [Date] |
| Execution Support | Assist with rollout and monitor performance | [Completion Date] |

# Pricing

Estimated cost breakdown for operations consulting services:

|  |  |  |
| --- | --- | --- |
| Service | Description | Cost |
| Operational Assessment | Baseline evaluation of current processes | [Amount] |
| Process Optimization Plan | Design improvements and solutions | [Amount] |
| Implementation Support | Assist with rollout and change management | [Amount] |
| Performance Tracking | Define KPIs and deliver reporting tools | [Amount] |
| Total Estimated Fee |  | [Total] |

# About Us

[Your Company Name] is a performance consulting firm with a strong record of improving operations across industries.

- Experience: [X] years in process improvement and operational strategy
- Expertise: Manufacturing, logistics, services, supply chain, shared services
- Mission: To help businesses run smarter, leaner, and more efficiently

# Case Studies / Testimonials

Case Study: [Client Example]

- Project: Operations optimization for a regional logistics firm
- Outcome: 25% improvement in process efficiency and 15% reduction in operating costs

Testimonial:
“[Your Company Name] gave us clarity and the tools to fix what wasn’t working. We’re now more efficient and more profitable.” — [Client Contact]

# Terms and Conditions

Payment Terms: 50% deposit, 50% upon completion.
Service Scope: Includes diagnostics, recommendations, support, and reporting.
Client Responsibilities: Provide access to facilities, staff, and data.
Adjustments: Any changes in scope or schedule require written approval.

# Acceptance

To approve this operations consulting proposal and initiate services, please sign below.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Name: [Client Name]
Title: [Title]
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_