YOUR
LOGO

**COMPANY NAME**

OPEN-DATA PLATFORM IMPLEMENTATION PROPOSAL

Prepared by:

**[Client Name]**

**[Contact information]**

**[Date]**

# Introduction

Thank you for the opportunity to present this proposal for implementing an Open Data Platform. At [Your Company Name], we help governments unlock data value through transparency, interoperability, and citizen engagement.

This proposal outlines our approach to planning and deploying an open data infrastructure for [Client Name].

# Project Objectives

The primary goals are:

- Promote data transparency and public access to non-sensitive datasets
- Enable API-driven integration for researchers, developers, and citizens
- Improve data quality, documentation, and governance
- Support innovation, accountability, and smart decision-making

# Proposed Services

Our open data implementation services include:

- Needs assessment and dataset prioritization
- Platform architecture and software deployment
- Metadata standardization and data cataloging
- API and dashboard development
- Governance policy and stakeholder training

# Scope of Work

Scope includes:

- Identification and cleansing of high-value public datasets
- Design of portal with search, visualization, and download capabilities
- API integration for dynamic data sources
- Accessibility, performance, and security compliance
- Training for administrators and communication strategy

# Timeline

Proposed implementation timeline:

|  |  |  |
| --- | --- | --- |
| Phase | Description | Estimated Date |
| Assessment & Planning | Define datasets, users, and platform goals | [Start Date] |
| Platform Development | Deploy portal, configure catalog and APIs | [Date] |
| Data Upload & Testing | Publish datasets and ensure usability | [Date] |
| Training & Go-Live | Train staff and launch to public | [Completion Date] |

# Pricing

Estimated cost breakdown for platform development and deployment:

|  |  |  |
| --- | --- | --- |
| Service | Description | Cost |
| Strategy & Architecture | Needs analysis and technical plan | [Amount] |
| Platform Development | Portal setup, configuration, and features | [Amount] |
| Data Curation | Metadata tagging, data cleansing, quality check | [Amount] |
| Training & Handover | Admin training, governance policy support | [Amount] |
| Total Estimated Fee |  | [Total] |

# About Us

[Your Company Name] is a digital government consultancy with experience in open data systems, civic tech platforms, and data governance strategies.

- Experience: [X] years designing open portals for city, state, and national agencies
- Expertise: CKAN, Socrata, Open Data Standards, OGC, REST APIs
- Mission: To transform government data into a transparent and accessible public resource

# Case Studies / Testimonials

Case Study: [Client Example]

- Project: State-level open data portal for environmental and infrastructure datasets
- Outcome: Over 1,000 datasets published, increased civic tech engagement, recognized by Open Government Partnership

Testimonial:
“[Your Company Name] helped us bring open data to life. Their platform was intuitive, reliable, and aligned with our goals.” — [Client Contact]

# Terms and Conditions

Payment Terms: 40% on planning phase, 40% upon platform launch, 20% after training and handoff.
Client Responsibilities: Provide access to datasets, designate technical contacts, and approve governance policies.
Adjustments: Scope, timeline, or feature changes require written agreement.

# Acceptance

To approve this Open Data Platform Implementation Proposal and initiate services, please sign below.

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