YOUR  
LOGO

**COMPANY NAME**

IT INFRASTRUCTURE SETUP PROPOSAL

Prepared by:

**[Client Name]**

**[Contact information]**

**[Date]**

# Introduction

Thank you for considering [Your Company Name] for your IT infrastructure setup project. We provide reliable, secure, and scalable infrastructure solutions tailored to your organization’s technical needs.  
  
This proposal outlines how we can support [Client Name] in implementing a future-ready IT environment to support operations and growth.

# Problem or Opportunity

[Client Name] requires a modern IT infrastructure that supports daily operations, enables remote access, and meets industry security standards. Without a well-designed system, downtime, inefficiencies, or data vulnerabilities may occur.

# Proposed Solution

We propose a full IT infrastructure setup covering networking, servers, cloud integration, and cybersecurity.  
  
Key Benefits:  
- Improved system reliability and uptime  
- Enhanced security and compliance  
- Scalable architecture to grow with your business

# Scope of Work

Our IT infrastructure setup includes:  
  
- Network architecture design and implementation  
- Server installation (on-premises or cloud-based)  
- Firewall, antivirus, and endpoint security configuration  
- Workstation setup and configuration  
- Backup and disaster recovery planning  
- Ongoing monitoring and support (optional)

# Timeline

Proposed schedule for infrastructure implementation:

|  |  |  |
| --- | --- | --- |
| Milestone | Description | Estimated Date |
| Initial Assessment | Evaluate requirements and environment | [Start Date] |
| Design & Procurement | System architecture and ordering hardware | [Date] |
| Implementation | Install and configure infrastructure | [Date] |
| Testing & Handover | System testing and training | [Completion Date] |

# Pricing

Cost estimate for IT infrastructure setup and configuration:

|  |  |  |
| --- | --- | --- |
| Service | Description | Cost |
| Network Setup | Switches, routers, and cabling | [Amount] |
| Server Deployment | On-prem or cloud setup | [Amount] |
| Security Configuration | Firewall, antivirus, backups | [Amount] |
| Workstation Setup | Configuration of up to [X] devices | [Amount] |
| Total |  | [Total] |

# About Our Company

[Your Company Name] is a managed IT services provider specializing in infrastructure design, deployment, and support.  
  
- Experience: [X] years supporting small to mid-sized businesses  
- Certifications: Cisco, Microsoft, AWS, CompTIA, and more  
- Mission: To provide secure, scalable IT systems that empower businesses to thrive

# Case Studies / Testimonials

Case Study: [Previous Client Name]  
  
- Project: Office-wide IT setup for growing tech startup  
- Outcome: Reduced setup time by 30%, improved network stability  
  
Testimonial:  
“[Your Company Name] handled our entire IT buildout with professionalism and precision.” — [Client Name], [Title], [Company]

# Terms and Conditions

Payment Terms: 50% deposit upfront, 50% upon completion.  
Warranty: 90-day support on setup and configuration.  
Exclusions: Hardware procurement can be included or billed separately upon request.

# Acceptance

To begin the IT infrastructure setup project, please sign below.  
  
Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Name: [Client’s Printed Name]  
Title: [Client’s Title]  
Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_