Construction Proposal

**Prepared For:** [Client Name, Client Company Name]  
  
**Prepared By:** [Project Manager Name, Company Name]

## About [Company Name]

[Company Address]  
  
[Company State]  
  
[Company Contact Information]  
[Company Name] is a family business with decades of experience in the construction industry. We specialize in industrial and commercial building construction, and are fully licensed to operate within [City, State].   
  
Our top priority is client satisfaction. Our dedicated team is there throughout every step of the construction process to ensure all of our clients' needs are met. Whether you are planning an industrial or commercial building construction project, we have the skills and resources to help you get the job done with ease.

Thank you for considering [Company Name] for your project. We look forward to working with you to achieve all of your construction project goals.

## Our Work

Here, include recent examples of completed projects, testimonials from past clients, or any other references that demonstrate quality work.

## Project Overview

### Scope of Work

Here, write a detailed description of the project. Include specific tasks that will be completed, as well as any resources that will be required in order to complete the project.

### Schedule

Proposed Project Start Date:  
  
Proposed Project End Date:

Milestones/ Deadlines:

### Budget:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category & Items** | **Unit Type** | **# of Units** | **Price Per Unit** | **Cost** |
| **Labor** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Equipment** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Materials** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Other** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  | **Subtotal:** |  |
|  |  |  | **Tax:** |  |
|  |  |  | **Discount:** |  |
|  |  |  | **Total:** |  |

### Terms & Conditions

Outline the terms and conditions of the project here.

## Approval

To approve this proposal, please sign in the space provided below. For any questions or concerns regarding this proposal, please contact us at [Phone Number].

|  |
| --- |
| **[Company Name] First and Last Name:** |
| **[Company Name] Signature:** |
| **Date Signed:** |

|  |
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| **[Client] First and Last Name:** |
| **[Client Signature:** |
| **Date Signed:** |