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PROPOSAL TO CLIENT

Month Day Year: 00/00/0000

**Tender Proposal**



**Tender Proposal Format
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**TITLE PAGE**

TABLE OF CONTENTS

**CHAPTER I - Introduction**
     Introductory paragraphs
     Statement of the problem
     Purpose
     Significance of the study
     Research questions and/or hypotheses

**CHAPTER II - Background**
     Literature review
     Definition of terms

**CHAPTER III - Methodology**
     Restate purpose and research questions or null hypotheses
     Population and sampling
     Instrumentation (include copy in appendix)
     **CHAPTER IV - Results**

**CHAPTER V - Conclusions and recommendations**
     Summary (of what you did and found)
     Discussion (explanation of findings - why do you think you found what you did?)
     Recommendations (based on your findings)

**REFERENCES**



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**Details of Proposal”**

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5555 Street Address, City, ST 55555

**Ph** 555.555.5555 **FX** 555.555.555

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email@address.com