

Technical IT Services Proposal Request

Subject: RFP - Comprehensive IT Infrastructure Upgrade

Hello [Service Provider],

Our organization is seeking proposals for a complete IT infrastructure overhaul to support our growing team of 150 employees across three locations.

Required Services:

- Network security assessment and implementation
- Cloud migration strategy and execution
- Hardware replacement and installation
- 24/7 technical support contract
- Staff training and documentation

We need detailed proposals including phased implementation plans, cost breakdowns, and ongoing maintenance agreements. Your proposal should address scalability, security compliance, and disaster recovery protocols.

Timeline for implementation: 6 months starting [Date]

Proposal deadline: [Date]

Budget considerations: \$300,000 - \$450,000

Please include case studies of similar implementations and certifications your team holds. We'll be conducting virtual presentations with top three candidates.

Thank you for your interest.

[Your Name]

[IT Director]

[Email]

[Phone]

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