ICT installation & maintenance proposal

SAMPLE PROPOSAL / BUSINESS CUSTOMER / NON-BINDING

Project objective

Provide a reliable business communication and network environment, with a clear installation and ongoing support process.

Proposed scope

Supply and configure a Grandstream PABX, reception phone and three extensions; install suitable network cabling and PoE switching; assess backup power requirements and integrate with the customer's internet service.

Implementation

1. Site survey and requirements confirmation.
2. Written quotation and customer approval.
3. Equipment allocation, installation and configuration.
4. Call routing, connectivity and power tests.
5. User orientation, handover and signed acceptance.

Maintenance options

Offer scheduled preventative maintenance, remote support where feasible and on-site fault resolution. Response times and exclusions will be agreed in a separate service agreement.

Commercial terms

Equipment quantities, pricing, VAT, lead times, warranty and payment terms will be confirmed in a formal quotation after the site survey. No binding prices or service levels are implied by this sample.

Next step

Arrange a site survey with Earthconnect to confirm requirements and prepare a tailored quotation.

Connecting technology is easy. Sustaining service is what sets us apart.

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