

Sample Business Proposals



Import Export Services Sample Proposal

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December 2

Kyle Kodak
CEO
Country Trading Centres
9921 Wharf Avenue
Nanaimo, BC V9R 1A2

Dear Mr. Kodak,

Congratulations on your recent awards for your dried fish and berry products.

Are you prepared to make big profits on your new products? These items are considered highly desirable in Asian countries such as China and Vietnam, and we are experts in developing strategic markets and exporting goods to those countries. We also import many of the products you sell in your Country Trading Centre stores on Vancouver Island, and we may be able to provide you with more cost-effective services than your current importer.

Please review the enclosed materials and contact us. We look forward to creating a mutually beneficial relationship soon.

Sincerely,

Jason Wong Anderson
VP Development
Expert Import/Export Services
555-555-4004
jwa@eieservices.ca

www.eieservices.ca

Expert Import/Export Services
EIE Services
9000 Chinois Street
Suite 300
Vancouver, British Columbia V6C 1C7

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Import / Export Services by EIE

December 2

Prepared for: Kyle Kodak
CEO

Prepared by: Jason Wong Anderson
VP Development

Description

EIE Services are experts in developing strategic markets and exporting goods to China and Vietnam. We also import many of the products you sell in your Country Trading Centre stores on Vancouver Island, and we may be able to provide you with more cost-effective services than your current importer.

Please review the enclosed materials and contact us. We look forward to creating a mutually beneficial relationship soon.

Proposal Number: EIE-3943

Imports

Expert Import/Export (EIE) Services has a long track record in importing the following categories of goods from Asian countries.

Packaged Foods

Dried fruit, pasta, soup mixes, baking mixes, dry pet foods.

Country of Origin: China, Cambodia, Laos, Vietnam, India.

Shipped Via: Container (cargo ship and truck).

Special Issues: We purchase only from reputable suppliers and test samples of each shipment for purity.

Household Paper Items

Paper towels, toilet paper, napkins, paper plates, notepads, etc.

Country of Origin: China, Vietnam, India.

Shipped Via: Container (cargo ship and truck).

Special Issues: We buy only contaminant-free products with no insects in the packaging.

Household Plastics

Plastic plates, tableware, cups, tablecloths, shower curtains, pet dishes, etc.

Country of Origin: China, Cambodia, India.

Shipped Via: Container (cargo ship and truck).

Special Issues: We insist on proper packaging and loading so that items are not cracked or broken during shipment.



S A M P L E

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