

[Your Name]
[Your Title]
[Your Company]
[Your Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Organization]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to propose a project that aligns with [specific goals or objectives related to CGI Federal]. Our team at [Your Company] has a proven track record of delivering innovative solutions and would be honored to collaborate with CGI Federal on [Project Name or Description].

****Project Overview:****

[Briefly describe the project, its purpose, and why it is needed.]

****Objectives:****

- [List key objectives of the project]
- [Objective 2]
- [Objective 3]

****Approach:****

[Outline the approach you will take to achieve the project objectives.]

****Timeline:****

[Provide a general timeline for project milestones and deliverables.]

****Budget:****

[Include a high-level budget overview, if applicable.]

****Conclusion:****

We believe that this project presents a unique opportunity to [mention the benefits or impact of the project]. We would appreciate the chance to discuss this proposal further and explore how we can work together. Thank you for considering our proposal. I look forward to your positive response.

Sincerely,

[Your Name]
[Your Title]
[Your Company]