

Cost-Benefit Analysis Business Case

CONSULTING SERVICES

1. EXECUTIVE SUMMARY

[Provide a concise overview of the consulting services required, expected benefits, and key recommendations.]

2. PROBLEM STATEMENT

[Describe the business problem or opportunity that necessitates engaging consulting services.]

3. OBJECTIVES

- [Objective 1]
- [Objective 2]
- [Objective 3]

4. COST ANALYSIS

Description	Amount (\$)
Consultant Fees	[xx,xxx]
Travel & Expenses	[x,xxx]
Internal Resource Allocation	[x,xxx]
Total Cost	[xx,xxx]

5. BENEFIT ANALYSIS

Description	Estimated Value (\$)
Increased Efficiency	[xx,xxx]
Cost Savings	[x,xxx]
Revenue Growth	[x,xxx]
Total Benefit	[xx,xxx]

6. COST-BENEFIT SUMMARY

	Amount (\$)
Total Cost	[xx,xxx]
Total Benefit	[xx,xxx]

Net Benefit	[xx,xxx]
Benefit-Cost Ratio	[x.xx]

7. RISK ASSESSMENT

- [Risk 1: Description and mitigation]
- [Risk 2: Description and mitigation]
- [Risk 3: Description and mitigation]

8. RECOMMENDATION

[State the recommended course of action based on the above analysis.]

9. APPROVAL

Name	Role	Signature	Date
[Approver 1]	[Role]		
[Approver 2]	[Role]		