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AUSTRALIAN DIGITAL AGENCY

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CHECKLIST FOR AUSTRALIAN BUSINESSES

Comparing Power BI quotes? Ten questions to ask.

Two Power BI quotes can look very different and buy similar work, or look similar and buy very different work. Tick each question a quote answers clearly in writing.

- [ ] **01** **Is it a fixed price for a defined first version?** — Pricing model
  Fixed scope and price are easier to compare than hourly estimates.
- [ ] **02** **Are definitions agreed before building?** — Definitions
  Agreeing what each number means up front prevents rework later.
- [ ] **03** **Which data sources are included?** — Data sources
  And whether any need a gateway because they run on a local server.
- [ ] **04** **How much data cleaning is included?** — Data cleaning
  Limited to the fields your questions depend on, with source fixes noted.
- [ ] **05** **Is a proper data model included?** — Data model
  A single model so every report agrees and new questions are quick to add.
- [ ] **06** **Will the current report be reproduced and reconciled?** — Trust
  So your team can check the new numbers against ones they trust.
- [ ] **07** **Is row-level security included?** — Security
  Each person sees only what they should.
- [ ] **08** **Are refresh, documentation and training included?** — Handover
  So your team can own and run the reports after launch.
- [ ] **09** **What does monthly support cost, if you want it?** — Support
  Watching refresh, fixing changes and adding the next question.
- [ ] **10** **Who owns the reports and model afterwards?** — Ownership
  Everything should stay in your Microsoft tenant, in your name.

Before you ask for quotes

List the five to ten questions the business needs answered and the systems the answers live in. Every provider then quotes on the same brief.

Licences are separate

Power BI is licensed per user by Microsoft, and prices change. Check Microsoft's current pricing for the number of people who will read the reports.

Full guide: high10.com.au/blog/how-much-does-a-power-bi-consultant-cost

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