

IT Advisory Quotation

(Sample Format - Blank)

Quotation No: _____

Date: _____

Client Name: _____

Company: _____

Address: _____

Subject: _____

Description of Advisory Services:

| # | Service Description | Hours / Unit | Unit Price | Total |
|-------------|---------------------|--------------|------------|-------|
| | | | | |
| | | | | |
| | | | | |
| Subtotal | | | | |
| Tax (%) | | | | |
| Grand Total | | | | |

Terms & Conditions:

1. _____
2. _____
3. _____

Authorized by

Received by

For any inquiries, please contact: _____