

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: _____