

Product Quotation Sheet

Company Name: _____

Address: _____

Phone: _____

Email: _____

Quotation No.: _____

Date: _____

Valid Until: _____

Client Name: _____

Client Address: _____

Contact: _____

Product Details

#	Product Name / Description	SKU / Code	Quantity	Unit Price	Total
1	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____

Subtotal: _____

Discount: _____

Tax (%): _____

Total Amount: _____

Terms & Conditions

- Payment Terms: _____
- Delivery Timeline: _____
- Other Terms: _____

Note: Please review this quotation carefully. For further information or clarification, contact us at the provided details.

Prepared By:

Approved By:

Name & Signature

Name & Signature
