

Consulting Project Quotation

Consultant Details

Company Name
Address Line 1
Address Line 2
Email: info@company.com
Phone: +1 (555) 123-4567

Client Details

Client Name
Address Line 1
Address Line 2
Email: client@email.com
Phone: +1 (555) 987-6543

Quotation Info

Quotation #: Q-2024-001
Date: 2024-06-12
Valid Until: 2024-07-12

Project Overview

Briefly describe the consulting project, objectives, and deliverables.

Scope of Work

- Service 1
- Service 2
- Service 3

Fee Breakdown

Description	Unit	Quantity	Unit Price	Total
Consulting Service A	Day	5	\$1,000	\$5,000
Consulting Service B	Fixed	1	\$2,500	\$2,500
Subtotal				\$7,500
Taxes				\$750
Total				\$8,250

Terms & Conditions

- Payment terms: 30% advance, balance upon completion.
- Project timeline: 6 weeks starting from project initiation.
- Quotation is valid for 30 days from the date issued.
- Any additional work beyond the scope will be quoted separately.

Consultant Signature

Client Signature

Note: Please review all details carefully. For clarifications, contact info@company.com.