

Detailed Property Maintenance Quotation Form

Client Information

Client Name

Contact Person

Phone

Email

Date

Property Address

Maintenance Details

Brief Description of Required Maintenance

Quotation Breakdown

Item/Service	Description	Quantity	Unit Price	Total
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Subtotal

Tax (%)

Total Amount

Additional Notes / Terms & Conditions

Quotation Validity (days)

Prepared By