

# Printing Quotation

Company Name: \_\_\_\_\_

Client Name: \_\_\_\_\_

Quotation No.: \_\_\_\_\_

Date: \_\_\_\_\_

Valid Until: \_\_\_\_\_

## Business Card Specifications

Size: \_\_\_\_\_

Paper Type: \_\_\_\_\_

Printing Side: \_\_\_\_\_

Finishing: \_\_\_\_\_

Quantity: \_\_\_\_\_

Additional Notes: \_\_\_\_\_

## Quotation Details

Description	Unit Price	Qty	Total
		Subtotal	
		Tax (%)	
		Total	

## Terms & Conditions

\_\_\_\_\_

\_\_\_\_\_  
Authorized Signature / Company Stamp