IT Quotation Template for Cloud Services

Quotation Date:

Enter date

Quotation Number:

Enter quotation number

From (Your Company):

Company Name

Address

Contact Number

Email

To (Client):

Client Name

Client Address

Client Contact Number

Client Email

Quotation Summary:

Project / Service Title

Brief Description

Service Description	Quantity	Unit Price	Total
Description	Qty	Unit Price	Total
Description	Qty	Unit Price	Total
		Subtotal	Subtotal
		Taxes/Fees	Taxes/Fees
		Grand Total	Grand Total

Terms and Conditions:

Payment Terms

Validity

Other Conditions

Authorized Signature:

Name & Title

Thank you for considering our cloud services.