

Commercial Cleaning Quotation

COMPANY INFORMATION

Company Name:

Contact Name:

Phone:

Email:

Address:

CLIENT INFORMATION

Client Name/Company:

Contact Person:

Phone:

Email:

Site Address:

QUOTATION DETAILS

Quotation Number:

Date:

Valid Until:

SCOPE OF WORK

Description of Service	Frequency	Area/Location

PRICING

Item	Unit Price	Quantity	Total
Subtotal			
Tax			
Total			

TERMS & CONDITIONS

Prepared By:

Date:

Signature: