

# Outbound Tour Quotation

## Operator Details

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

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## Client Details

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

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Group Size: \_\_\_\_ Adults, \_\_\_\_ Children

## Tour Information

Tour Name: \_\_\_\_\_

Destination: \_\_\_\_\_

Travel Dates: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Duration: \_\_\_\_ Days / \_\_\_\_ Nights

## Quotation Breakdown

Item Description	Qty	Unit Price	Total
International Airfare	____	____	____
Hotel Accommodation	____ Nights	____	____
Meals	____	____	____
Guided Tours & Sightseeing	____	____	____
Transfers (Airport/Hotel)	____	____	____
Visa Fees	____	____	____
Grand Total			____

## Inclusions

Accommodation as per itinerary

Daily breakfasts

Guided tours & entrance fees

Airport transfers

Other: \_\_\_\_\_

## Exclusions

Personal expenses

Travel insurance

Visa charges (unless included)

Other: \_\_\_\_\_

## Terms & Conditions

Prices are subject to change based on availability and currency fluctuation.

Confirmation subject to receipt of advance payment.

Cancellation and refund policy applies as per company policies.

Other: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_