

**General Contractor Company Name**

Address Line 1  
Address Line 2  
Phone: (XXX) XXX-XXXX  
Email: info@company.com

**Client Name**

Company/Organization  
Address Line 1  
Address Line 2  
Phone: (XXX) XXX-XXXX  
Email: client@email.com

**Service Quote Proposal**

Date: \_\_\_\_\_  
Proposal #: \_\_\_\_\_

**Project Overview**

Description of the project scope, objectives, and requirements goes here. Briefly outline what the proposal covers.

**Service Details & Pricing**

Service/Item	Description	Quantity	Unit Price	Total
Sample Service 1	Short description of the service/item.	___	\$___	\$___
Sample Service 2	Short description of the service/item.	___	\$___	\$___

Subtotal \$\_\_\_  
Tax (%) \$\_\_\_  
**Total \$\_\_\_**

**Terms & Conditions**

- Payment terms: \_\_\_ (e.g., 30% upfront, 70% upon completion)
- Validity: This quote is valid for \_\_\_ days from the date above.
- Estimated project start: \_\_\_\_\_
- Estimated project completion: \_\_\_\_\_
- Other conditions or notes...

Authorized Contractor Representative:

\_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Client Approval:

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

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