

Basic Contractor Quotation Form

Quote Number

e.g. Q-0001

Date

Contractor Details

Company Name

Contact Person

Phone

Email

Address

Client Details

Company/Name

Contact Person

Phone

Email

Address

Project / Work Description

Outline the work/project details

Quotation Details

Description	Qty	Unit Price	Total
<input type="text" value="Item or Service"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Subtotal

Tax (%)

**Total
Amount**

Terms & Conditions

E.g. Payment terms, validity, etc.

Prepared By

Signature

Date