|  |
| --- |
| **Quotation** |
| **Sincerely\*** |  | **Business Number\*** |  |
| **Recipient\*** |  | **Quotation Number\*** |  |
| **Phone\*** |  | **Quotation Date\*** |  |
| **Fax\*** |  | **Valid Until\*** |  |
| **Address\*** |  | **Email\*** |  |
| **Items** | **Quantity** | **Unit Price** | **Amount** |
|  |  |  |  |  |
| **Total** |  |
| **Discount** |  |
| **Tax** |  |
| **Grand Total** |  |
| **[Remarks]** |
| **Customer Signature：** | **Company Name：** |  |
| **Contact Person：** |  |
| **Email：** |  |
| **Date：** | **Company Phone：** |  |
| **Company Fax：** |  |