

# Quotation for Office Furniture Supply

Date:

To:

Company:

Address:

## Items Quoted

| Item Description     | Quantity             | Unit Price           | Total Price          |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <b>Grand Total</b>   |                      |                      | <input type="text"/> |

## Terms & Conditions

- Delivery Time:
- Payment Terms:
- Validity:

Thank you for considering our quotation.

Sincerely,