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QUOTATION

Products and delivery

QUOTE NO.	DATE	VALID UNTIL	SALES REP

QUOTE FOR

Name

Company

Address

Phone / email

FROM

Business

Address

Phone / email

Tax ID / VAT no.

Ship to (if different)

Delivery terms

Payment terms

Part no.	Description	Lead time	Qty	Unit	Unit price	Amount

Subtotal	
Shipping and handling	
Tax rate (%)	
Tax	
Quoted total	

NOTES

Accepted by (signature)

PO number

Date