QUOTATION

No. Q-001
Date: 1 Nov 2026
Valid until: 16 Nov 2026

Your business name

QUOTATION FOR
Client name

#	Description	Qty	Rate	Amount
1	Flex banner 10x4 ft, 280 gsm, eyelets (sq ft)	40	₹14.00	₹560.00
2	Visiting card, 300 gsm, 1000 nos HSN/SAC 4911	1	₹650.00	₹650.00
3	Brochure A4 4-colour, 130 gsm art paper HSN/SAC 4911	1	₹9,500.00	₹9,500.00
4	Letterhead A4 100 gsm HSN/SAC 4911	1	₹3,200.00	₹3,200.00
5	Sunpack sticker, vinyl, printed (sq ft)	30	₹38.00	₹1,140.00
6	Plate and setup HSN/SAC 9988	1	₹1,500.00	₹1,500.00
7	Cutting and binding HSN/SAC 9988	1	₹800.00	₹800.00
			Taxable value	₹17,350.00
			CGST 9%	₹1,561.50
			SGST 9%	₹1,561.50
			Total	₹20,473.00

Notes and terms

Quotation valid 15 days from date of issue. 50% advance, balance on completion. GST extra at applicable rate and shown separately. Prices exclude any item not listed. Variations in scope quoted in writing before work starts. Proof approval before print. Colour variation up to 10% from screen. Delivery within 5 working days of proof.

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