

Contractor Quotation Agreement

[Your Company Name]

[Your Company Address]

Email: [Your Email] | **Phone:** [Your Phone Number]

Date: [Insert Date]

Quotation No: [Insert Quotation Number]

1. Party Details

Contractor:

Company Name: [Contractor Name]

Address: [Contractor Address]

Contact Person: [Contact Name]

Email: [Contractor Email]

Phone: [Contractor Phone]

Client:

Company Name: [Client Name]

Address: [Client Address]

Contact Person: [Contact Name]

Email: [Client Email]

Phone: [Client Phone]

2. Scope of Work

- **Project Description:** [Brief overview of the project]
- **Location:** [Insert Location]

3. Quotation Details

Item No	Description	Amount
1	Labor Cost	[Amount]
2	Materials Cost	[Amount]
3	Equipment Cost	[Amount]

Total Amount: [Insert Total Amount]

4. Payment Terms

- **Payment Method:** [Bank Transfer, Cash, etc.]
- **Payment Schedule:** [Deposit 50%, 50% upon completion]

5. Terms and Conditions

1. **Project Delay:** Penalty for delays is [X].
2. **Warranty:** [Specify warranty period].