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| --- |
| (Company Name)(Address)(Email)(Phone Number) |
| SERVICE QUOTE |
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| This Quote Is Made For The Perusal Of: |
| **Client/Supplier ID:** | (Client ID) |
| **Name:** | (Name) |
| **Company:** | (Company Name) |
| **Address:** | (Address) |
| **Phone Number:** | (Phone Number) |
| **Email ID:** | (Email Address) |
|  |
| **Quote Number:** | (Quote Number) |
| **Quote Date:** | (Quote Date) |
| **Quote Expiry:** | (Expiry Date) |
|  |
| **Description** | (Company Name) needs to meet the demand of its new clients. However, the company cannot hire additional man power due to the ongoing pandemic. |
| **Delivery Date** | (Delivery Date) |
|
| This quote details the cost breakdown of our work-from-home services only. Nothing in this Quote states that the client and the company entered into a service agreement yet. This document only details as per the Quote proposal submitted to us, dated **(Date)**. We hope that you find our prices reasonable enough and we are looking forward to working with you. |
| The prices herein are our best offer for the services that you need for your business operations:  |
| **Item#** | **Item Description** | **Quantity** | **Unit Price** | **Discount %** | **Total Price** |
| 1 | Graphic Design  | 750 | $0.00 | 0.0 % | $0.00 |
| 2 | 2D Animation  | 13 | $0.00 | 0.0 % | $0.00 |
|  | **Subtotal** | $0.00 |
| **Tax (2.5 %)** | $0.00 |
| **Freight and Handling** | $0.00 |
| **Other charges** | $0.00 |
| **Total Price Quote** | **$0.00** |

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