



_____, 20 ____

PRICE QUOTATION

Sir/Madam:

Please quote your prices of the following articles which this office desire to purchase for use in **office.**

ITEM #	PARTICULARS	QTY.	UNIT	UNIT COST	TOTAL COST
1	LAPTOP , intel core i-5, licensed OS, 4GB DDR3 graphics, 4GB DDR4 Memory, 1TB Hard Drive, Wifi, Bluetooth, 15.6" Full HD SVA yWLED Display, with numeric keypad, Laptop Bag	1	Unit		
2	DESKTOP COMPUTER , Intel Core i3, 4GB DDR4 memory, 1TB Harddrive, Tray-in, DVD RW Drive, Gigabit LAN, 21.5 Full HD LED Monitor, USB Keyboard, optical mouse	1	Set		
3	PRINTER, 3-in-1, bottomless ink	1	unit		

Dealer: _____
TIN: VAT#: _____ NON-VAT#: _____
Address: _____
Telephone No.: _____
Contact Person: _____
Canvasser: _____

Sir/Madam:

I have the honor to offer my prices for each of the above articles as indicated after each item hereon.

Very truly yours
