

GroupL Services Private Limited  
W-31 3rd floor Okhla industrial phase-2 New Delhi 110020

## Quotation

**Customer Name:** Motilal Oswal Financial Services Limited  
**Branch:** MOTILAL-INDORE(SG)

**Ticket No.:** GL0170  
**Ticket Date:** 14 Dec 2024  
**Quotation Date:** 11 Jun 2025

S.NO	Item Code	Item Name	GST	Qty	Unit	Rate	Gross Amount
1	CARP103	Floor Machine - 90 Kg	18%	1	Nos.	8200	8200
2	CARP102	Floor Machine - 100 Kg	18%	1	Nos.	8500	8500
3	CARP116	Wooden Door handle	18%	1	Pair	900	900
Total							17600
Management Fee (4%)							704
GST 18%							3294.72
Grand Total							21598.72

Amount in Words: Twenty One Thousand Five Hundred and Ninety Eight Rupees and Seventy Two Paise

### Terms and Conditions:

1. This quotation is valid for 30 days from the date of issue.
2. Scope of work will be clearly defined, including both inclusions and exclusions.
3. Quantity, unit price, and applicable taxes will be mentioned for each item/service.
4. Payment terms will include advance percentage, balance payment timeline, and any applicable penalties for delay.
5. Taxes and duties (e.g., GST) will be specified as either inclusive or exclusive.
6. Labour charges will either be included or mentioned separately, if applicable.
7. Responsibility for transportation costs will be defined—either borne by the vendor or the client.
8. Delivery will be made within a specified number of working days from order confirmation.
9. Items will be delivered to the location specified by the client.
10. Installation will either be included or quoted separately with relevant terms.
11. Warranty details for materials and/or installation will be provided, including duration and conditions.
12. Client will ensure access to necessary utilities like water, electricity, and site access during execution.
13. All required municipal or statutory permits and approvals shall be obtained by the client.
14. Any variation in quantity or specifications after approval will be subject to revised quotation and client confirmation.
15. Delays caused by force majeure events (e.g., natural disasters, strikes) will not be considered the vendor's responsibility.
16. Work shall be considered complete only after formal sign-off by the client.

Prepared by:

Employee Id:

Designation:

**Thank you for your Business**