

abc staffing

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****Quotation No.: QS-001****

****Date: 22nd February 2023****

****Dear [Client's Name],****

We are pleased to submit this formal quotation for the supply of office furniture as requested by your organization. Our team at abc Staffing has carefully reviewed your requirements and is excited to provide you with a competitive offer.

****Table of Items:****

Item Name	Quantity	Unit Price (Rs.)	Total Price (Rs.)
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Office Chair	1	10,072.84	10,072.84

****Discount Information:****

* No discount is applicable for this quotation.

****Discounted Price:****

* The total price remains the same as the unit price.

****GST (18%):****

* The total price will be subject to an 18% Goods and Services Tax (GST).

****Grand Total:****

* Rs.10,072.84 (Total Price) + Rs.1,812.55 (GST) = Rs.11,885.39

****Closing Statement:****

We believe that our quotation meets your requirements and expectations. We are confident that our office chair will meet your needs and provide a comfortable and productive work environment for your employees. If you have any questions or require further clarification, please do not hesitate to contact us.

We look forward to the opportunity to supply your office furniture needs and appreciate your consideration.

****Thank you for your business!****

Sincerely,

[Your Name]

Professional Assistant

abc Staffing