

## [Your Company Name]

[Address Line 1, City, State - PIN]

GSTIN: [22AAAAA0000A1Z5] · PAN: [AAAAA0000A]

## QUOTATION FOR

[Party / Customer Name]

[Address, City, State - PIN]

GSTIN: [Party GSTIN]

Quote No.

QTN-2026-001

Date

11 Jun 2026

Valid Until

30 Jun 2026

This is a quotation — not a tax invoice. GST shown is indicative at today's rate.

#	Description	HSN/SAC	Qty	Rate (₹)	Disc %	Taxable (₹)	GST %	Amount (₹)
1	Office Desk (Engineered Wood, 120x60x40)	9401	5	₹8,500.00	0%	₹42,500.00	18%	₹50,150.00
2	Ergonomic Chair (Mesh back, adjustable)	9401	5	₹12,000.00	10%	₹54,000.00	18%	₹63,720.00
3	LED Desk Lamp (USB-C, dimmable)	9405	5	₹1,800.00	0%	₹9,000.00	18%	₹10,620.00
4	Cable Management Tray (under-desk, 78x26)	7826	5	₹650.00	0%	₹3,250.00	18%	₹3,835.00
						<b>Sub-total (Taxable)</b>		<b>₹1,08,750.00</b>
						<b>CGST (9%)</b>		<b>₹9,787.50</b>
						<b>SGST (9%)</b>		<b>₹9,787.50</b>
						<b>ESTIMATED TOTAL</b>		<b>₹1,28,325.00</b>

## TERMS &amp; CONDITIONS

- Prices are exclusive of GST unless stated otherwise.
- Payment: 50% advance, balance on delivery.
- Delivery within 7–10 working days from order confirmation.
- This quotation is valid for 20 days from the date of issue.
- Goods once sold will not be taken back or exchanged.

For [Company Name]

Authorised Signatory