

LETTERHEAD

[Date]

[Recipient's Name]

[Recipient's Designation]

[Recipient's Address Line 1]

[Recipient's Address Line 2]

PRICE QUOTATION

Dear Sir,

We have recently been requested by you for the prices of certain of our products. As per your request, our price quotation is as follows:

| Sr. No. | Description of Item | Quantity Requested | Price per Unit (PKR) | Price (PKR) |
|----------------------|----------------------------|---------------------------|-----------------------------|--------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total | | | | |
| Tax | | | | |
| Grand total | | | | |
| Delivery date | | | | |

If you wish to discuss any of the items mentioned above, or require any further information, please do not hesitate to contact us. We look forward to completing this order to your absolute satisfaction.

Sincerely,

[Sender's Name]

[Sender's Designation]