

[Insert Company Name]

ABN: [insert ABN]

[Company Contact Person]

[Company Address]

Phone [Phone Number]

Fax [Fax Number]

QUOTATION

QUOTE [QUOTE NUMBER]

ISSUE DATE: [QUOTE ISSUE DATE]

EXPIRY DATE: [QUOTE EXPIRY DATE]

TO: Address (where works are to be carried out):[enter client property address details]

[Name]

[Street Address]

[Suburb STATE Post Code]

[Phone Number]

QUANTITY	ITEMISED DETAILED DESCRIPTION (MATERIALS/LABOUR)	UNIT PRICE	GST	TOTAL
	[Complete All Table Fields]			

Payment terms and conditions: [eg. strictly 7 days, payment on completion, etc.]

Northern Territory Government Jobs First Plan voucher will be accepted as (part) payment, subject to Program Terms and Conditions, available at <https://businessrecovery.nt.gov.au/terms-and-conditions>.

SUBTOTAL
(EX GST)

GST

TOTAL
DUE

Expected commencement DATE of works: [commencement date]

Expected completion DATE of works: [completion date]

Supply Chain Solver - Eligible Works are the purchase of infrastructure, the adoption of new technologies, upskilling employees to support improvements and/or changes and analysis/advice in relation to the improvement of supply chain/s.

Saver Grant - Eligible Works are improvements to the Eligible Recipient entity's equipment, infrastructure and operations and/or the purchase of new equipment and/or advisory services that help them adapt to the new economic environment and reduce their ongoing expenses through the use of new technologies to improve profitability, as well as to reach new markets.

Sub-contractor details below (if applicable)

If you have any questions concerning this quote, contact: [insert name] at [phone number] or [email address]

THANK YOU FOR YOUR BUSINESS!