

QUOTATION

DOCUMENT DETAILS

Quotation number:

Issue date:

Valid until:

FROM (SUPPLIER)

Business name:

Address:

Phone:

Email:

TIN:

RC number (CAC):

BILL TO (CUSTOMER)

Customer name:

Address:

Phone / email:

Customer TIN:

Description	Quantity	Unit price (NGN)	Amount (NGN)

Subtotal (NGN)	
Discount (NGN)	
VAT @ 7.5% (NGN)	
Total (NGN)	

NOTES / PAYMENT DETAILS

Bank name:

Account name:

Account number:

NOTES

A quotation is an offer of price and is not a demand for payment. No payment is due on this document; an invoice will be issued if this offer is accepted.

VAT is charged at 7.5% and is added on top of the subtotal after discount. It is never carved out of the subtotal.