Sample — placeholder details

Your Business Name

Shop 12, Market Road, Pune, Maharashtra 411002
GSTIN: 27ABCDE1234F1Z5
Phone: 98xxxxxx10

QUOTATION

BILL TO

Client name
Aundh, Pune, Maharashtra
Phone: 97xxxxxx21

Quotation no. QT/2026-27/0019
Date 26-10-2026
Valid for 15 days

#	ITEM	HSN	QTY	RATE	GST	AMOUNT
1	Sofa cushion covers, custom size	6304	10 Nos	550.00	5%	5,500.00
2	Blackout curtains, 7 ft	6303	4 Nos	2,200.00	5%	8,800.00
3	Curtain rods with brackets, steel	8302	4 Nos	900.00	18%	3,600.00

Prices include delivery within Pune.
Delivery 7 working days from order confirmation.

Taxable value	17,900.00
CGST 2.5% + SGST 2.5%	715.00
CGST 9% + SGST 9%	648.00
Total	**₹19,263.00**

For Your Business Name — Authorised signatory

Free template from Zap Invoice. Fill it online: zapinvoice.in/formats/quotation-format

Blank format — print and fill in

YOUR BUSINESS NAME, ADDRESS, GSTIN

QUOTATION

BILL TO

Quotation no. _____
Date _____
Valid for _____

#	ITEM	HSN	QTY	RATE	GST	AMOUNT
1						
2						
3						
4						
5						
6						
7						
8						

NOTES / TERMS

Taxable value
CGST
SGST

Total

Signature

Free template from Zap Invoice. Fill it online: zapinvoice.in/formats/quotation-format