

## Enquiry Submission Form

Enq Detail :-

Enq No:-       Enq Date:-

Sr No	Material Description	Unit	Qty
1	Item 1		
2	Item 2		
3	Item 3		
4	Item 4		
5	Item 5		
6	Item 6		

**Note - Please Mention the following points in your quotation**

- 1) The destination of the delivery of goods.
- 2) Delivery period should be mentioned clearly
- 3) Sales Tax and Excise Duty in percentage, if applicable.
- 4) Packing and forwarding.
- 5) Transportation charges.
- 6) Guarantee period.
- 7) Payment Terms.
- 8) Validity of Rate.
- 9) Discount :- Please mention the percentage of discount that you would allow