

Quotation/ bid form

Date:.....

To :.....

We the undersigned declare that

- (i) We have read and have no reservations to the documents issued to us for this procurement
- (ii) We quote to supply goods/services in conformity with the specification descriptions / requirements and terms and conditions mentioned in the bidding documents and in accordance with the delivery requirements the following goods/services (.....) (insert a brief description of goods/services)
- (iii) The total price/cost of our quotation/bid exclusive of discounts (net price) is.....
VAT (%)-..... (VAT Reg. No.....)
If any other relevant taxes-.....
Total cost including taxes -
(In words) -.....
- (iv) Our quotation /bids shall be valid for the period of time specified in the clause 4 of the invitation of quotation/bids from the date fixed for quotation submission deadline and it shall remain binding upon as and may be accepted at any time prior to the expiration of that period.
- (v) We understand that this quotation/bid together with your written acceptance thereof included in your notification of award shall constitute a binding contract between us.
- (vi) We understand that you are not bound to accept the evaluated lowest quotation /bids or any other quotation that you may receive.

Signature :.....

Name :.....
(Insert complete name of the person, signing the quotation /bid form)

Date :.....

Seal :