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| **COMMERCIAL CLEANING QUOTATION** | | | | | | | | | | | | |
|  | | | | | | |  | | | | | |
|  | | | | | | | **To:** | | | | | |
| Project Name: |  | | | |  | | | Customer Name: | | |  | |
| Quote #: |  | | | |  | | | Complete Address: | | |  | |
| Issue Date: |  | | | |  | | | Contact Number: | | |  | |
| Valid Till: |  | | | |  | | | Email-id: | | |  | |
|  | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| **Area** | | | **Cleaning Details** | | | | | | | | | **Total Amount** |
| Main Office | | | Window Cleaning, Mopping, Carpet Cleaning, Use Disinfectants | | | | | | | | | Rs.1,000.00 |
| Reception | | | Vacuum Carpet Area, Clean Front Desk, Empty Bins, Couch Cleaning | | | | | | | | | Rs.500.00 |
| Kitchen | | | Clean Microwave, Wipe Sinks, Refill Kitchen and Hand wash | | | | | | | | | Rs.400.00 |
| Washrooms | | | Clean and Sanitize Sinks, Disinfect Toilets, Mop and Disinfect Floors | | | | | | | | | Rs.500.00 |
| Meeting Rooms | | | Arranging Tables & Chairs, Dust Windows and Blinds, White Boards | | | | | | | | | Rs.400.00 |
| Stairs | | | Mop Floors, Wipe Skirting Boards | | | | | | | | | Rs.300.00 |
|  | | |  | | | | | | | | | Rs.0.00 |
|  | | |  | | | | | | | | | Rs.0.00 |
| **Account Details:** | | | | | | | | | **Subtotal:** | | | **Rs.3,100.00** |
| Company Name: | |  | | | |  | | | **GST @18 %:** | | | **Rs.155.00** |
| Account number: | |  | | | |  | | |
| Bank Name: | |  | | | |  | | | **TOTAL** | | | **Rs.3255.00** |
| Email-id: | |  | | | |  | | |
|  | | | | | | | | | | | | |
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