

Supply Inquiry Form Sample with Price Quotation

Use this **Supply inquiry form** sample to efficiently request product availability and pricing details from suppliers. It streamlines communication by providing a clear format for specifying order requirements and receiving accurate price quotations. This template helps businesses manage procurement processes smoothly and make informed purchasing decisions.

Company Name:

Contact Person:

Email:

Phone:

Product Details:

Product Name/Description	Specification	Quantity	Preferred Delivery Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Requirements / Notes:

Supplier Price Quotation (to be filled by supplier)

Product Name/Description	Unit Price (USD)	Total Price (USD)	Availability	Remarks
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Quotation Validity & Terms: