**QUOTATION LETTER (Attachment A)**

**{to be completed by Company}**

[Complete this form with all requested details and submit it as the first page of your quotation with the price list and the document requested above. A signature and authorization on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. If your quotation is not authorized, it will be rejected.

|  |  |
| --- | --- |
| Quotation addressed to: | Italian Trade Agency – Amman Office |
| Procurement Reference Number: | **0083580/21 dated 15/7/2021** |
| Subject matter of Procurement | supply and service of Italian Trade Agency – Amman exhibition stand to the Sulaymaniyah International Expo Fair – 25-30/8/2021 |

We offer to supply the items and service listed in the attached list of goods, Service and Price Schedule as per the defined specifications, in accordance with the terms and conditions stated in you Request for Quotations referenced above.

We confirm that we are eligible to participate in this quotation exercise and meet the eligible criteria specified in instruction to Company.

We have read and understood the content of the Request for Proposal Declaration Form attached hereto and subscribe fully to the terms and conditions contained therein.

The validity period of the quotation is 30 days from the data of the Request for Proposal submission deadline.

We confirm that the rice quoted in the list of Good, Service and Price Schedule are fixed and firm and will not be subject to revision o variation, if we are awarded the contract prior to the expiry date of the quotation validity.

The delivery period offered from the date of issue of Purchase Order/Letter od Acceptance is as shown in the list of Goods items and Price Schedule.

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| --- | --- | --- | --- |
| Company name |  | Company’s address and seal | |
| Contact Person |  |
| Name of Person authorizing the quotation: | | Position: | Signature |
| Date |  | Phone/ Fax |  |