Tangerang, (date) (nomor surat-contoh) L-KJTG-SHJK-th (XX)-Nomor XXXX

PT. ……………………………………….

(Alamat)

Department Purchasing

TO: …...

 …..

Subject: Price Quotation Straw

Dear ……………….,

Please kindly find attached is the quotation of straws for your kind review:

|  |  |
| --- | --- |
| **(Jenis Item) + Specification** | **Jenis Item + Specification** |
| Item : Nama ItemColor : Transparent with transparent stripesDiameter: 4 mm ± 0.2mmLength : 118 mm ± 0.2mmPacking : 6 pieces/rencengQuantity : 36,000 pcs/ cartonPrice : Rp. 13.6 / pcs | Item : Nama ItemDiameter : ᴓ 4mm ± 2mmColor : Milky WhiteLower Length : 100 mm ± 2mmFolded Length : 105 mm ± 2mmExtended Length : 155 mm ± 2mmBelt Size : 116 mm ± 2mmWeight : 0.32 - 0,38 gr ± 0.02grPacking : 6 pieces/rencengPrice Precutting : Rp. 33/ pcs |

Note : Price exclude Ppn 11%

Price valid for : Franco (area pengiriman)

RM Rate : ……………

TOP : 30 /45/60 days

MOQ : ….. ctn

Should you have any questions and/or concerns, please feel free to contact me directly, happy to assist. Waiting for your kind feedback.

Thank you.

Sincerely,

(Nama)