

Date : xx / xx / xxxx
Our Ref : Quo-xxxxxx
Attn : Mr xxx

Project : xxx @ xxx

**Subject : Proposed Interior Design drawings , ID consultancy and Renovation Quotation
spec and material according to client's budget requirement.**

Quotation

With reference to the above matter, we would like to submit our Quotation as following for :-

ITEM	DESCRIPTIONS	AMOUNT (RM)
A	Concept Board <i>Reference Image for mood and concept for whole unit</i>	L/S
B	Construction Plan 1 <i>Furniture Layout Plan</i> 2 <i>Construction Plan</i> 3 <i>Floor Finish Plan</i> 4 <i>Wall Finish Plan</i> 5 <i>Reflected Ceiling Plan</i> 6 <i>Plaster Ceiling Plan</i> 7 <i>Lighting Plan</i> 8 <i>Aircon Plan</i> 9 <i>Electrical Plan</i>	L/S
C	Estimation Quotation <i>according to customer's renovation budget</i>	L/S
D	3D & 7D Perspective Views <i>Full unit</i>	L/S
E	Build In Furniture Detail Drawing <i>ISO standard detail drawing (refer to sample drawing attachment 1)</i>	L/S
F	Final Quotation c/w selected Material Sample (BQ) <i>Final quotation (BQ) and Selected Material Sample (1 set)will be send to client</i>	L/S
*	Meeting <i>Zoom meeting, site meting, office meeting and phone call meeting is available</i>	L/S
	Landscape / Ourdoor xxx sqft	
	GF xxx sqft	
	IF xxx sqft	
		<i>SQFT</i> xxx
		<i>RATE</i> 7.50
		<i>TOTAL</i> -
		<i>SPECIAL DISCOUNT</i> xxx
	TOTAL AMOUNT	-

Hence we hereby propose herewith our **work progress**

Step 1) Site measurement (1 Day)

Collect site measurement data for sufficient space planing
Client need to inform us which existing furniture need to apply in new design layout

Step 2) Item A + Item B1 + Item C

(3 weeks - 1st presentation, 1 week - 2nd presentation , 1 week - to confirm)
* up to 3 times revise, 2 discussion meeting

Step 3) Item D

(6 weeks - 1st presentation, 2 week - 2nd presentation , 2 week - to confirm)
* up to 3 times revise, 2 discussion meeting

Step 4) Item B2 to B9

(3 weeks - 1st presentation, 1 week - to confirm)
* up to 2 times revise, 1 discussion meeting

Step 5) Item E + Item F

Item E & F : (4 weeks - 1 presentation)
* 1 Final Presentation

* Duration of work estimated 5 ~ 6 months

NEW MAJOR changes of confirmed drawing stages will need extra charge RM150 per drawing

Hence we hereby propose herewith our mode of payment:

Amount (RM)

1) Upon Confirmation of Works	20%	#VALUE!
2) Upon Confirmation of item A,B1 & C	35%	#VALUE!
3) Upon Submission of Item D	35%	#VALUE!
4) Upon Submission of Item F	10%	#VALUE!

Bank Account Detail :

UOB Bank : REMODONS DESIGN SDN BHD

Account Number : 260 3014 539

For further information, please do not hesitate to contact us.

Thank You

Yours Faithfully

Remonces Lin Sook Ping

Senior Interior Designer

Chop & Sign

Name :

Date :