

January 10, 2008

Bidder Name  
Address of Bidder  
City, State, Zip

Attention: Mr. Car Guy  
Sales Manager

**RE: Quotation for 2008 Ford F350 SUPERCAB 4X4 XLT Gas**

Dear Sir(s):

Please quote price and delivery for the supply of the following:

Vehicle Specification summary:

Year: 2008  
Make: Ford  
Interior Color: *Advise*  
Model: F350 SUPERCAB 4X4  
Exterior Color: *Advise* (white or any color is fine)  
Trim XLT or XL  
Engine: Gas 8 cylinder  
VIN *Advise*  
Odometer *Advise*  
Drivetrain Four Wheel Drive  
Transmission Standard  
Air bags Drive side, Passenger side  
Brakes 4-Wheel Disks, Anti-lock brakes (ABS)  
Short Box 6.5 ft  
Tires Full Size Spare  
Seats Bench  
Media *Advise*  
Upholstery *Advise*  
Mirrors: Trailer Package  
Tow package Yes required option  
Warranty *Advise*  
Delivery *Advise*

Price \$ *ADVISE*

Terms and Conditions

- Applicable taxes are extra and must be itemized separately in your proposal.
- All and any additional costs must be detailed in your quotation.
- Quotations will be received until 10:00 am Tuesday, January 24<sup>th</sup>, \_\_\_\_\_
- All quotations not necessarily accepted and this inquiry in no way obligates Your Company Name, its parent or affiliates entities.
- Technical inquires of any nature can be address to \_\_\_\_\_ add contact info here
- Commercial terms or any other related inquires can be addressed to \_\_\_\_\_ add contact info here

Fax completed quotations to *Add your fax #* or e-mail to \_\_\_\_\_  
Attention: Mr. Senior Buyer  
Your Company Name, Address, etc

Sincerely,

Your Name  
Your Title