**3万元以下物资采购比价论证单**

年 月 日

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| 购物单位 |  | | | 预算金额 | |  | | | | 批准人 | | |  | | | | | 批准金额 | | | |  | | | |
| 厂家名称及电话 |  | | | | | |  | | | | | | | | |  | | | | | | | | | |
| 物品名称 | 规格 | 数量 | | 单价 | 金额 | | 规格 | 数量 | | | | 单价 | | 金额 | | 规格 | | | | 数量 | | | 单价 | | 金额 |
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| 论证意见： | | | | | | | 定购单位 | | | | 物品名称 | | | | 规格 | | 数量 | | 单价 | | 金额 | | | 联系电话 | |
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| 合计（大写） | | | |  | | | | | | | | | | | | | | |
| 购物单位负责人签字（盖章）： | | | 经办人签字： | | | | | | 询价小组成员(三人以上）签字： | | | | | | | | | | | | | | | | |