

Compare peak-shipping quotes.

Keep the comparison fair.

A practical worksheet for small ecommerce brands comparing up to three quoted carrier or service options for the same shipment sample.

The rule that matters most: enter each charge once.

Use the carrier base or all-in amount, then enter **only additional charges**. Enter **0** when included or not applicable. Leave unknown charges blank. An incomplete quote will not receive a comparable total.

01 / SET THE BASIS

On **Start & Summary**, select one currency, dimension unit and weight unit. Define the same cost scope for every option, including how tax, duties, insurance, returns, storage, minimums and one-time fees are treated. There is no currency or unit conversion.

02 / BUILD ONE SAMPLE

On **Sample**, enter up to 25 shipments with unique IDs, shipping dates, precise origins and destinations, delivery needs, packed dimensions and actual weights. One row is one shipment. Use enough location detail for the quote. Leave unused rows empty.

03 / ENTER YOUR QUOTES

Use **Quote A, B and C** for separate options. Match the currency, units and cost scope. Record each row's source/reference, quote date and quoted billable weight, or N/A. Confirm service suitability and that the quote covers the exact sample package, route, shipping date and needs.

04 / REVIEW THE WHOLE SAMPLE

Every used sample row must be complete and suitable before an option gets a summary total. Compare at least two eligible options. Review carrier costs separately from picking/packing, materials and other fulfillment charges. Never sort sheets independently or overwrite green formula cells.

A simple example of counting a charge once

Hypothetical only. These are not carrier rates or a customer example.

Quote says	Enter in worksheet
12.00 includes a 2.00 peak charge	Base / all-in: 12.00 Additional peak: 0.00
10.00 base plus 2.00 peak	Base / all-in: 10.00 Additional peak: 2.00

Both produce a carrier subtotal of 12.00 if other carrier charges are explicitly 0. If an all-in amount also includes fulfillment, enter 0 for included fulfillment charges and note the bundle. Request a breakdown before comparing category subtotals.

Before deciding: Verify quote validity, applicable shipping dates, current terms, service suitability and omitted fees with the provider. This tool does not rate shipments, calculate billable weight or fuel, audit invoices, project volume savings or choose a service for you. Edit the XLSX in a spreadsheet application with automatic calculation enabled. The PDF is a guide, not an editable calculator.