# TENDER SUBMISSION FORM

**To:**

The Principal: ~

Care of: ~

Street address: ~

Postal address: ~

Email: ~

**Tender for:**

Contract: ~

Location: ~

Principal: ~

Contractor: ~

**Tender price**

We offer to carry out the whole of the contract works in accordance with the tender documents for the sum of:

$ ~

(Price, excluding Goods and Services Tax)

~

(Price in words, excluding Goods and Services Tax)

**Confirmation**

1) We will achieve practical completion in ~ Working Days

(from the date of possession of the site)

2) We acknowledge receipt of notices to tenderers numbered: 1 to ~

We have allowed for these notices in our tender.

3) We confirm that we have priced the work as detailed.

Where an alternative/substitution is offered we have included details of this with this tender.

4) We confirm that we have inspected the site.

5) We confirm that a specific project health and safety policy will be in place before contract work commences.

6) We confirm we have or will arrange and maintain public liability insurance in the joint names of the owner and the contractor until the contract works are completed and the defects liability period has ended.

**Supplementary information**

Attached to this tender submission are:

1. Tender summary
2. List of proposed subcontracts
3. List of key personnel to be employed
4. Contractors preliminary programme for achieving Practical Completion
5. Details of any alternatives/ substitutions offered
6. Details of margins applying to monetary allowances
7. Hourly charge rates
8. Other

Signed: ………………………………………………………………………………………………………..

(For the tenderer) (Date)

Position: ~

(Capacity of signatory)

Address: ~

(Street)

~

(Postal)

For the purpose of and tender negotiations contact

Person: ~

Position: ~

Telephone ~

Mobile: ~

Email ~