Contractor Bid Sheet

One page per bid. Attach the full proposal, scope letter or exclusions list if the bid form asks for one.

Project		Bid due	
Bid to (GC / owner)		Bid number	
Bidder (company)		License no.	
Contact / phone		Email	
Trade / spec divisions		Plan date / rev.	

Addenda received: No. ____ No. ____ No. ____ No. ____ No. ____

Base bid

Base bid amount ($)	
Amount in words	

Alternates

No.	Description	Add / Deduct	Amount
			$
			$
			$

Unit prices

Item	Unit	Price
		$
		$

Included in the bid

[ ] Sales tax	[ ] Permits and fees	[ ] Bond
[ ] Temporary power	[ ] Overtime / premium time	[ ] Hoisting / lifts
[ ] Cutting and patching	[ ] Excavation and backfill	[ ] Fire stopping

Main exclusions and qualifications

Schedule and validity

Duration (weeks)		Lead time, major equipment	
Bid valid for (days)		Retainage (%)	

Signature		Date	
Name and title			