

# BID PROPOSAL



[UserName] [UserAddr1]  
[UserCity], [UserState] [UserZip]  
Phone: [UserPhone1] | Fax: [UserPhone2]

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**Date: {TodayDate}**

Attention: [CustName] [CustAddr1]  
[CustCity], [CustState] [CustZip]

**SUBJECT: [JOB NAME]**

Thank you for the opportunity to offer our proposal for the subject project. Our pricing encompasses:

**I. DOCUMENTS**

- A. Specifications: Dated:
- B. Drawings: Dated

**II. SCOPE OF WORK**

- A. Our proposal includes:
  - 1. Inspections and license fees
  - 2. Lighting fixtures and associated branch circuitry
  - 3. Devices and branch circuitry
  - 4. Demo and make safe electrical
  - 5. Power to exhaust fans
- B. Clarifications:
  - 1. Temporary power is based on OSHA minimum standards
  - 2. Our pricing is based on MC Cable
- C. Exclusions:
  - 1. Overtime
  - 2. Utility company charges
  - 3. Painting
  - 4. Payment and performance bond
  - 5. Telephone, computer and data cabling
  - 6. Trash removal

**III. PRICING SUMMARY**

A. Base Bid **[JobTotal]**

Please call me if you have any questions or require additional information.

Sincerely,

[Estimator]