

Written Cost of Work Quotation Project: _____

Contractor: _____ Phone: _____

Email: _____ Date: _____

Within five (5) business days of the mandatory work site visit, deliver this Written Cost of Work Quotation for completing the project to the University’s designated representative. The quotation must be based upon the established prices resulting from the award from the Invitation for Bids.

<u>Category of Labor Required</u>	<u>Quantity</u>	<u>Established Labor Rate</u>
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.
_____	_____	\$ _____ /hr.

List and describe the proposed work: _____

List and describe the materials needed:

<u>Materials</u>	<u>Cost</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL PRICE: \$ _____

Target date for starting work: _____

Estimated completion date: _____

Starting and completion dates must be agreed upon by the University and Contractor and will be reflected in the written Notification to Proceed or Purchase Order.

Name (Printed)

Signed