

**SECTION 004000  
FORM OF PROPOSAL**

**DATED:** \_\_\_\_\_

Bid from: Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_

Bid to: EC3  
2403 W. 8th Street  
Erie, PA 16505

Bid for: West Campus Renovations Health Lab  
GENERAL CONTRACTOR (GC)

**BID**

**A. BID FOR ALL WORK**

1. We have examined and fully understand the requirements and intent of the Bidding and Contract Documents and all subsequent addenda as listed below, and propose to provide all materials, plant, labor, supplies, equipment, transportation and other facilities necessary, or proper for, or incidental to the Work, to complete all Work in strict accord with the Contract Documents and as assigned in the Summary for the base bid lump sum of:

Total Lump Sum Base Bid (in numbers): \$

\_\_\_\_\_  
Total Lump Sum Base Bid (in words):  
\_\_\_\_\_  
—

**B. BID FOR STAIR WELLS B and C FINISHES:**

1. We have examined and fully understand the requirements and intent of the Bidding and Contract Documents and all subsequent addenda as listed below, and propose to provide all demolition indicated on drawings and FINISHES IN STAIRWELLS B AND C in strict accord with the Contract Documents and as assigned in the Summary for the lump sum of:

2. Total Lump Sum (in numbers): \$

3. Total Lump Sum (in words):  
\_\_\_\_\_  
—

**C. BID FOR CORRIDOR C10, C20, C FINISHES:**

1. We have examined and fully understand the requirements and intent of the Bidding and Contract Documents and all subsequent addenda as listed below, and propose to provide all demolition indicated on drawings and FINISHES IN CORRIDOR C10, C20 and C30 including trim on Display Cabinets, in strict accord with the Contract Documents and as assigned in the Summary for the lump sum of:

**004000**  
**FORM OF PROPOSAL**

2. Total Lump Sum (in numbers): \$ \_\_\_\_\_

3. Total Lump Sum (in words): \_\_\_\_\_  
\_\_\_\_\_

**ADDENDA RECEIVED**

Any addenda issued by the Architect, mailed or delivered, to the undersigned prior to the Bid opening date shall become part of the Contract Documents. The Bidder shall enter on this list any addenda issued after this Form of Proposal has been received and shall fill in the addenda number and date.

Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No.: \_\_\_\_\_ Dated: \_\_\_\_\_

**NO SUBSTITUTIONS**

Bidder confirms that the bid amount does not include substitutions for materials or products which are listed in the drawings or specifications to be provided without substitution.

**BID GUARANTEE**

The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within ten (10) days after a written Notice of Award, if offered within forty-five (45) days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5 %) of the Base Bid.

In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

**TIME OF COMPLETION**

It is agreed by the undersigned that after receipt of a Notice of Award and a consummation of a Contract Agreement in accord with the terms of the Contract Documents, he or she will start work within ten (10) consecutive calendar days of the notice to proceed and fully complete the work as indicated in the Contract Documents.

**ALTERNATE BIDS**

Enter a whole dollar amount, even if it is zero (\$ 0), for each Alternate Bid. Do not leave any Alternate Bid amount blank. If any Alternate Bid amount is left blank, it will be assumed the Bidder will provide that Alternate Bid for no change, neither increase to nor decrease from, the Base Bid amount.

**Alternate Bid No. 1;** Replace Interior stairwell doors

**ADD to** the base bid a total sum of:

(in numbers) \$ \_\_\_\_\_

(in words) \_\_\_\_\_

**Alternate Bid No. 2;** Replace Interior Stairwell Door Sidelights

**ADD to** the base bid a total sum of:

**004000**  
**FORM OF PROPOSAL**

(in numbers) \$ \_\_\_\_\_  
(in words) \_\_\_\_\_

**BID SECURITY**

Bid Security in the form of a Certified or Cashier's Check or a Bid Bond in the form required by the Contract Documents is attached to, and made a part of, this Proposal.

**REPRESENTATIONS**

By submitting this Proposal, the Bidder represents and certifies to the Owner and the Architect that:

1. It has examined the Contract Documents, the site of the proposed Work, is familiar with the local conditions at the place where the Work is to be performed and fully comprehends the requirements and intent of the plans and specifications for this Project in accordance with the drawings, specifications and other Contract Documents prepared by CPL, the Owners Consultant, for this Project.
2. It has examined and reviewed, where applicable, all information and data in the Contract Documents related to existing underground facilities at or contiguous to the site. Bidder shall require of the Owner or Architect no further investigations, explorations, tests or reports with respect to such underground facilities in order for the Bidder to perform the Work of the Proposal within the Contract Time and in accordance with the Contract Documents.
3. It has given notice to the Architect, as required by the Contract Documents of any and all discrepancies it has discovered and accepts the resolution of those discrepancies offered by the Architect.
4. The proposal is based upon the materials, equipment and systems required by the Contract Documents, without exception, unless otherwise set forth in this Proposal in detail.

**CHANGE ORDERS**

We propose and agree that the above lump sum shall be adjusted for changes in the Contract Work not included in unit prices by addition of the following costs:

1. Profit and overhead as permitted in the GENERAL CONDITIONS.

**NON-COLLUSIVE BIDDING CERTIFICATION**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

**004000**  
**FORM OF PROPOSAL**

**ACCEPTANCE**

When this Proposal is accepted, the undersigned agrees to enter into a Contract with the Owner as provided in the Form of Agreement.

**AFFIRMS**

The undersigned affirms and agrees that this Proposal is a firm one which remains in effect and will be irrevocable for a period of forty-five (45) days after opening of Bids.

**TYPE OF BUSINESS**

The undersigned hereby represents that it is a [ ☐ ] Corporation, [ ☐ ] Partnership, [ ☐ ] Individual.  
If a Corporation, then the undersigned further represents that it is duly qualified as a Corporation under the laws of the State of Pennsylvania and it is authorized to do business in this State.

**004000**  
**FORM OF PROPOSAL**

**PLACE OF BUSINESS**

The following is the name and address of the person to whom all notices required in connection with this Proposal may be telephoned, mailed, or delivered.

Name of Contact Person:	
Name of Business or Firm:	
Address:	
Address:	
Telephone:	Fax:
Email Address:	
FEIN: Federal Employer Identification No.:	

**EXECUTION OF CONTRACT**

When written Notice of Acceptance of the Proposal is mailed or delivered to the undersigned within forty-five (45) days after the opening of Bids, or anytime thereafter should the Proposal not be withdrawn, the undersigned, within ten (10) days, will execute the Form of Agreement with the Owner.

**ASBESTOS**

The bidder certifies that no asbestos or asbestos-containing materials will be incorporated into the Work of this Contract.

**AUTHORIZED SIGNATURES FOR PROPOSALS**

Signature:	
Name:	
	<i>(Typed or Printed)</i>
Title:	
Firm:	
	<i>(Legal Name of Person, Single Proprietorship, Partnership, or Corporation)</i>
Date:	

*(if Corporation, provide seal above)*

**004000**  
**FORM OF PROPOSAL**  
**PENNSYLVANIA STEEL PRODUCTS PROCUREMENT ACT**

By submission of this bid, or by assuming the responsibility of a Contract awarded hereunder, each bidder and each person signing on behalf of any bidders, certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief the requirements of the Pennsylvania Steel Products Procurement Act will be met for this contract. An explanation of these requirements is included in the RACP KEY COMPLIANCE GUIDELINES which are included in this project manual and will be incorporated into the construction contract.

MAILING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP CODE: \_\_\_\_\_

BY: \_\_\_\_\_

*(Signature of Representative of Firm or Corporation)*

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

*Please Print*

*Please Print*

DATED: \_\_\_\_\_