

FORMAT OF BID SUBMISSION LETTER

Dear Sir/Madam,

1. Having examined the Invitation to Bid ref. dated....., including all its attachments, and Addenda nos..... for the execution of the above referenced Works we, the undersigned, offer to execute and complete such Works and remedy any defects therein in conformity with the terms and conditions of Contract, for the sum of:

[INSERT PRICE AND CURRENCY IN FIGURES AND IN WORDS]

2. The attachments to this letter form an integral part of our tender.

3. Should our tender be accepted, we shall commence the Works as soon as is reasonably possible after the receipt of the Engineer's notice to commence, and to complete the whole of the Works comprised in the Contract within

4. This tender shall be valid and binding upon us, and may be accepted at any time before../../....

5. We understand that you are not bound to accept the lowest or any tender you may receive.

[INSERT DATE]

[SIGNATURE]

[NAME], in the capacity of **[INSERT TITLE]**, duly authorized to sign tenders for and on behalf of **[INSERT NAME OF TENDERER]**.