



## CONTRACTOR BID SUBMISSION FORM

**NOTE to CONTRACTOR:** Below is all of the information we need to consider your company to work on our project. *You don't have to use this form,* but **ALL BIDS MUST BE SUBMITTED IN WRITING** including all of the below information to be considered. You can list all of this information in an email, or use your own proposal form, or fill this form out and email to:

[office@associatedhousing.com](mailto:office@associatedhousing.com)

**TRADE:** \_\_\_\_\_ **QUOTE DATE:** \_\_\_\_\_  
**PROJECT ADDRESS:** \_\_\_\_\_

**Contractor Business Name:** \_\_\_\_\_

Contact Person: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

License Number: \_\_\_\_\_

**BUSINESS TYPE:** (sole proprietor, partnership, LLC, Inc. other?) \_\_\_\_\_

Years in Business: \_\_\_\_\_

Business Reference #1: (name and phone) \_\_\_\_\_

Business Reference #2: (name and phone) \_\_\_\_\_

### Work Description:

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**Work Items:** *(use as many details as possible; include measurements, quantities, brand names, locations, additional provisions, requirements, and use additional paper if needed):*

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_



Contractor will provide:

\_\_\_\_\_.

Company will provide:

\_\_\_\_\_.

**PRICE QUOTE:** \_\_\_\_\_

**TIMELINE**

**Earliest Available Start Date:** \_\_\_\_\_

**Anticipated Duration of Work:** \_\_\_\_\_

**Proposed Completion Date:** \_\_\_\_\_

**WARRANTY INFO**

The specified work will be done in a substantial and workmanlike manner, and comply with all applicable building codes and regulations. Warranties on labor and materials provided as part of the work offered by the Contractor are as follows:

\_\_\_\_\_  
\_\_\_\_\_.

**INSURANCE INFORMATION:** \_\_\_\_\_

Selected contractors agree to provide a certificate to COMPANY of insurance coverage upon request.

**CONTRACTOR/COMPANY NAME:**

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

**\*NOTE: To save time and paper, you can fill this form out at**  
**[www.associatedhousing.com/bids](http://www.associatedhousing.com/bids)**