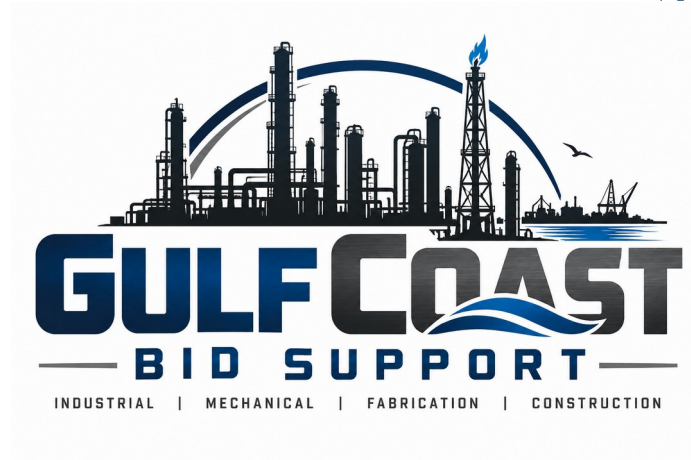




PROPOSAL INTAKE FORM

Send the rough information. Gulf Coast Bid Support organizes the proposal.

Email completed information and supporting documents to proposals@gulfcoastbidsupport.com. Rough notes, marked-up PDFs, estimate exports and photos are acceptable.

Contractor & Project

Company	
Contact	
Phone / Email	
Client / GC	
Project	
Location	
Bid Due	
Requested Turnaround	Standard / Priority / Other: _____

Pricing

Base Bid	\$
Pricing Type	Lump Sum / Unit Price / T&M / Allowance
Alternates	\$ / description

Taxes	Included / Excluded / N/A
Freight	Included / Excluded / N/A
Bond / Retainage	
Payment Terms	
Price Validity	

Scope Information

What work are you performing?

What labor, materials and equipment are included?

What is specifically excluded?

What is owner/GC supplied?

What assumptions affect your price?

What drawings/specifications/addenda is the bid based on?

What schedule, shifts, access or outage constraints apply?

What testing, turnover, startup or closeout is included?

Attachments Checklist

Estimate / pricing sheet [] Drawings [] Scope/RFP [] Addenda [] Vendor quotes [] Photos []
Existing proposal/template []

Contractor Review

Before the proposal is issued, the contractor must verify and approve all pricing, scope, quantities, exclusions, assumptions, schedule, engineering/code requirements and legal/commercial terms.