



January 19, 2019 *(date of submission)*

Company Name
Attention:

PROJECT NAME: Xx

Durabuilt Windows & Doors is pleased to provide the requested proposal for your project. The below is an overview of the proposal and applicable notes for your review. Included and attached for your reference is Quote XXXXXX.

Base price: \$_____ CDN Dollars, Taxes not included

Optional/Alternate Pricing Requirements

- Xx

Terms & Conditions

Our price is based on supply only, F.O.B. jobsite, tailgate delivery, taxes out, payment as per approved credit terms.

Basis of Bid *(Account manager to choose the applicable option for submission – choose one of the Options)*

(Option 1) As per plans, specifications, and ___ addendums viewed.

(Option 2) Alternate bid only – See amendments. *(If outside of plans & specs, use this option only)*

(Option 3) Value added design bid for budget reasons only. *(Use if submitting informal quote prior to tender for cost savings reasons only)*

Document Identification

As per Architectural plans and specifications dated Month/day, 2019.

Plan Description: Xx *(eg. Issued for Tender.....Preliminary.....Not for Construction...IFT...IFC)*

Specification: Xx *(e.g. Architect name, Project Ref#, Pertaining Scopes of Work)*

Product as per standard manufacturer's sizes available, performance to meet regional code requirements.

Inclusions

- XX

(List all services included in the base price. E.g. Supply & Delivery... Staging... Testing... Shop Drawings... Lock-out Service... etc.)

Exclusions

- XX

(List all services not included in the base price. E.g. Installation... Envelope Preparation... Fasteners... Flashings... Staging... Hoists/Lifts/Scaffolding and any items not mentioned or applicable... Testing by others... etc.)

Product Quantity & Series Description

Window Quantity: XX

Series: Xx *(Series and description, jamb size, dual/triple glazed)*

Additional details: Xx *(Additional details you want to bring attention to. E.g. exterior/interior finishes, glass thickness, hardware restrictors, Safety Glass)*



Door Quantity: XX

Series: Xx (*Series and description, jamb size, dual/triple glazed*)

Additional details: Xx (*Additional details you want to bring attention to. E.g. exterior/interior finishes*)

Patio Door Quantity: XX

Series: Xx (*Series and description, jamb size, dual/triple glazed*)

Additional details: Xx (*Additional details you want to bring attention to. E.g. exterior/interior finishes*)

Notes/Variations

1. Xx
2. Xx

This quotation is not subject to holdbacks and is valid until Month/day, 2019 at which time it may be subject to adjustment.

Thank you for this opportunity.

Sincerely,

Account Manager
Email Address & Phone Number