

PROPOSAL FORM

BID TIME: 1:00 PM

BID DATE: September 22, 2013

FROM: _____

Hereinafter called the “**Bidder**”

TO: **MISSOURI BAPTIST CONVENTION**
400 East High Street
Jefferson City, Missouri 65101

Hereinafter called the “**Owner**”

FOR: **MAIN FLOOR RESTROOM RENOVATION**
MISSOURI BAPTIST CONVENTION
400 East High Street
Jefferson City, Missouri

Hereinafter called the “**Work**”

1. The undersigned, having examined and being familiar with the local conditions affecting the Work and with the contract documents (Drawing Sheets G001 which includes Project Specifications, G101, A101, A102, M101, M601, P101, P201, P601, and E101), including

Addenda number _____ through _____ inclusive,

as issued by **The Architects Alliance, Inc.**, Jefferson City, Missouri, hereby propose to furnish all labor, materials, equipment, services, etc., required for the performance and completion of the aforementioned Work as follows:

FOR BASE BID:

The sum of _____ Dollars (\$ _____).

(NOTE: This project is exempt from Missouri State Sales and Use Tax.)

2. **ALTERNATES:** (Reference Drawing A101): State the amount to be added or deducted from the Base Bid if the Owner accepts any or all of the following Alternates. The Owner reserves the right to reject any or all of the Alternates and to select alternates in any order.

ALTERNATE ONE: Floor Tile as indicated on Drawing A101 and in revised Finish Legend.

ADD to the Contract the sum of: _____ Dollars (\$) _____).

VOLUNTARY ALTERNATE(S)

VOLUNTARY ALTERNATE (1) _____

Deduct from the Contract, the sum of

_____ Dollars (\$) _____).

VOLUNTARY ALTERNATE (2) _____

Deduct from the Contract, the sum of

_____ Dollars (\$) _____).

VOLUNTARY ALTERNATE (3) _____

Deduct from the Contract the sum of

_____ Dollars (\$) _____).

3. **BID BOND:** Accompanying this Bid is a 5% Bid Bond, Certified Check or Cashier's Check, payable without condition to the **Missouri Baptist Convention**, in the amount of:

_____ Dollars (\$) _____).

which it is agreed shall be retained as liquidated damages for the delay and extra expense caused the Owner if the undersigned fails to execute the contract and furnish the bond required by the Contract Documents.

4. **MODIFICATION AND WITHDRAWAL OF BIDS:** In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids and it is agreed that the bids may not be withdrawn for a period of **sixty (60) days** from the specified time for receiving bids.
5. **PROGRESS AND COMPLETION:** Whenever time is mentioned in this contract, time shall be and is of the essence of this contract. The Owner would suffer a loss should the Contractor fail to have the work embraced in this contract fully completed on or before the time above specified.

Bids shall be received, opened, and privately read on September 22, 2014. A contract for construction shall be awarded within three (3) working days. The **Contractor shall agree to substantially complete the work by December 8, 2014**, and further agrees to pay to, or allow the Owner as liquidated damages, and not as penalty or forfeiture, the sum of \$500.00/day for each calendar day occurring thereafter that the work is not substantially complete.

The Owner will not allow extension of the completion date due to bad weather.

Any sum which may be due the Owner for such damages shall be deducted and retained by the Owner from any balance which may be due the Contractor when said work shall have been

finished and accepted. But such provisions shall not release the Bond of the Contractor from liability according to its terms. In case of failure to complete, the Owner will be under no obligation to show or prove any actual or specific loss or damage.

6. **THE BIDDER HEREBY CERTIFIES:** That this Proposal is genuine and is not made in the interest of or behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association or corporation;

That he/she has not directly or indirectly induced or solicited any other Bidder to put in a false or sham proposal;

That he/she has not solicited or induced any person, firm or corporation to refrain from bidding;

That he/she has not sought by collusion or otherwise to obtain for himself any advantage over any other Bidder or over the Owner;

That he/she not discriminate against any employee or applicant for employment because of race, creed, color or national origin in connection with the performance of work.

Each Bidder must complete the Proposal Form by signing in the proper signature line below and by supplying the required information called for in connection with the signature. The information called for is necessary in the proper preparation of the Contract and Performance Bond.

IF AN INDIVIDUAL:

Name of Individual

Firm Name (if any)

Telephone Number

Address for Communications

Signature

Address for Communications

IF A PARTNERSHIP:

Name of Partnership

Address for Communications

Name of Partner

Address for Communications

Name of Partner (2)

Residence Address

Telephone Number

Residence Address

Federal Tax I.D. Number

Residence Address (2)

Signature of Either Partner

Residence Address (2)

(State names and Residence addresses of all Partners)

IF A CORPORATION:

Name of Corporation

Address for Communications

Telephone Number

Address for Communications

Federal Tax I.D. Number

Incorporated under the laws of the State of

Name and Title of Office

Corporate License Number

Signature of Officer

(If a corporation organized in a state other than
Missouri, attach Certificate of Authority to do
Business in the State of Missouri)

(Attest Seal)

Secretary
