Date:

To: __Subcontractor__

____________

____________

Attention: ______________________ (via email, mail, fax, etc.)

SUBJECT: Letter of Intent to Award a Subcontract for *(Scope of Subcontracted Services)*
For the <Project> at <Location>
Subcontract Number: ______________

Gentlemen:

This letter shall serve to substantiate an intent to enter into a Firm Lump Sum Contract with *(Enter Legal Name of Subcontractor as it appears on its license.)* <Subcontractor> in accordance with <Author>’s Request for Proposal dated <Date>, including Addenda ___, ____, & _____, and <Subcontractor>’s Proposal dated ___/___/___ and ensuing documented agreements resulting from post-bid negotiations after ______/____/____.

<Subcontractor> (Subcontractor) agrees to perform all subcontracted work in accordance with the specifications and drawings referenced in the above documents. (General Contractor) agrees to compensate Subcontractor the "All-Inclusive" Firm Lump Sum Price of __________________________________Dollars and No Cents, ($______________.00), including all applicable sales and use taxes, for complete performance of the work as specified.

The work will be completed in accordance with the following schedule:

1. Subcontractor shall submit all specified data for Approval to General Contractor within _________ (___) calendar days after receipt of written Instructions to Proceed.

2. Subcontractor shall submit all "Certified" data within _________ (___) calendar days After Return of Approved Data.

3. Subcontractor shall deliver materials and equipment to the jobsite and begin work within _________ (___) calendar days after receipt of written Instructions to Proceed.

4. Subcontractor shall complete all on-site work and deliver a complete and fully operational Facility to General Contractor within _________ (___) calendar days after start of on-site
This letter serves as a notice to Subcontractor of General Contractor's intent to enter into a lump sum contract with Subcontractor, but does not release the Subcontractor to begin any pre-mobilization activities that will result in a cost to the General Contractor. In the event that a written contract cannot be issued, for any reason, General Contractor will not be obligated to reimburse Subcontractor for any related costs incurred by Subcontractor.

If you have any questions, contact ______________ at (___) ____-______. Please indicate your acceptance of this Letter of Intent by signing both copies and returning one copy to:

<Author>
<Author Mailing Address>
<City, State, Zip>

Respectfully,

________________________
Title
<Author>

ACCEPTED:

<Subcontractor>

________________________
BY
________________________
TITLE
________________________
DATE

cc: Subcontract File