

BID PROPOSAL ENCLOSED FOR:

(CALL NUMBER)

(PROJECT NUMBER)


(CONTRACTOR / COMPANY NAME)

(ADDRESS)

**CONTRACT PLANS BUREAU
MONTANA DEPARTMENT OF TRANSPORTATION
2701 PROSPECT AVENUE
HELENA MT 59620-1001**

It is the Contractor's responsibility to report any errors, omissions or ambiguities in the bid package upon discovery. These will be reported to the Contract Plans Bureau by using the Question and Answer Forum found on the Contractor's System web site. If the forum is closed, questions must be submitted to the department in writing. Questions must be submitted early enough for MDT to react prior to the bid letting.

Check here

The following check list will give you a guideline to submit a responsive bid.		
Bid Bond	At least 10 % of the FINAL bid	<input type="checkbox"/>
	Used the most current MDT supplied Bid Bond Form	<input type="checkbox"/>
	Bond signed and power of attorney attached	<input type="checkbox"/>
	Make Sure Correct Project Number is on Bid Bond	<input type="checkbox"/>
DBE Schedule	Complete	<input type="checkbox"/>
	Goal Met on FINAL bid	<input type="checkbox"/>
		<input type="checkbox"/>
Special Fuel Users License	Complete	<input type="checkbox"/>
		<input type="checkbox"/>
Quantity Sheets	Unit prices supplied for all items	<input type="checkbox"/>
	Same check number on all sheets	<input type="checkbox"/>
	Bid totaled	<input type="checkbox"/>
	All amendments for the project are applied	<input type="checkbox"/>
		<input type="checkbox"/>
Proposal	Signed and notarized	<input type="checkbox"/>
	All sheets that print out from the bid disk are included	<input type="checkbox"/>
		<input type="checkbox"/>
Electronic Bid Files	Bid Disk returned with data saved from your final bid. Write in your Contractor name on the label and circle the project number(s) you are bidding on. (only one disk needs to be returned with all projects you are bidding on saved on it)	<input type="checkbox"/>
	Use the correct company name and address and the Contractor ID number issued by the Contract Plans Bureau for your company	<input type="checkbox"/>