

ABC (PTY) LTD
AWARD LETTER
CONSTRUCTION PROJECT

Company Name
Address 1
Address 2

Contract No. DX#####
Province: XXXXXXXX
Description: XXXXXXXX

Dear Sir:

I am pleased to inform you that **Company Name** has been awarded the contract for the above project based on the bid submitted on **Letting Date** in the amount of **R0,00**. The contract availability date is **Availability Date** and the contract completion date is **Completion Date**.

No performance and payment bonds are required for this contract. **For** bids submitted electronically, provide two properly executed Execution of Contract Forms. The forms are available on the web site **and** must name the Gauteng Province as an additional insured on the commercial general liability policy. The Execution of Contract Form and Certificate of insurance should be returned to me with in 14 calendar days from the date you receive your award letter. Please remember that work may not start before the contract has been properly executed.

In addition, your attention is directed to Articles 107-16, 108-1, 108-2 and 108-3 of the *Standard Specifications* relative to prosecution of work, progress schedule and preconstruction conference. Information regarding these items should be addressed prior to beginning work.

If you have any questions, please contact me at [Phone Number].

Sincerely,

Name
Division Project Manager

cc: Division Engineer
Division Construction Engineer
(Resident/District Engineer)
Division Planning Engineer
Roadway Construction Engineer/Bridge Construction Engineer
Communications Officer
SMO Regional Team Lead

Physical Address:
NC-DEPARTMENT OF TRANSPORTATION
HIGHWAY DIVISION XX
ADDRESS 1
CITY, POSTAL CODE

Telephone: (010) 443 5919
Fax: (010) 443 5919
Customer Service: 072 152 4361

Website: www.fixonate.co.za

Location:
ADDRESS 2
CITY, POSTAL ADDRESS