



**PART 2 - CONTRACTOR'S \*FIRM PRICE QUOTATION FOR TASK** (To be completed by the Contractor)

<b>Attach full price breakdown to this TAF for consideration, prices are to be based on the rates at Annex B and Annex D to the Contract. Quotation to be exclusive of VAT. Quotation to include:</b>	
<ul style="list-style-type: none"><li>a. Labour Hours (identifying all grades and total number of hours for each)</li><li>b. Prime Material Costs (a full breakdown of Materials and Bought-Out costs to be submitted attached)</li><li>c. Travel and Subsistence costs</li><li>d. Subcontract costs, including copies of quotations</li><li>e. Profit Rate applied (applied on sub-contractor, materials not included within Annex B and T&amp;S only)</li><li>f. Date for completion</li></ul>	
Firm Price Quotation for this task as per attached price breakdown is <b>Total</b>  (ex VAT)	£
The quotation for the work as described above is submitted to the Authority Project Manager, or their nominated representative, for consideration.	
<b>Authorisation</b>	
Name: Post:	Signed: Date:

**Part 3 – AUTHORITY ACCEPTANCE.** *(To be completed by the Authority)*

<b>Authority Acceptance</b>	
<p>This task has been approved. You may now proceed with the work outlined in Part 1. All other terms and conditions of the Contract remain unchanged. You may now add this task to the Task List.</p> <p>This task will be added to the Tasking Record at Annex K at the next amendment.</p> <p>Purchase Order No:</p>	
<b>Authorisation</b>	
Name: Post: Authority Operations Manager	Signed: Date:
Name: Post: Authority Commercial Manager	Signed: Date:

**PART 4a – NOTIFICATION OF TASK COMPLETION** *(To be completed by the Contractor)*

<b>Notification of Task Completion</b>	
All work on this task is complete and all deliverables have been dispatched. I hereby notify the Authority Project Manager that the above task was completed on 00 ABC 0000	
<b>Authorisation</b>	
Name: Post:	Signed: Date:

**Part 4b – ASSESSMENT RESULTS** (To be completed by the Authority)

<b>Full Assessment Results</b>	
<input type="checkbox"/> The Authority accepts (insert name). <input type="checkbox"/> The Authority rejects (insert name) full details shall be confirmed in writing.	
<b>Authorisation</b>	
Name: Post: Authority Operations Manager	Signed: Date:
Name: Post: Authority Commercial Manager	Signed: Date: