

Distribution	SUBJECT	Date
	REQUEST FOR QUOTATION	09-01-2014

In order to minimize the amount of time spent in analyzing bidder's proposals, we provide "Request for Quotation" forms for most bidders.

Suppliers are to be discouraged from submitting their standard price lists. We will provide them with the Request for Quotation forms. The completed "Request for Quotation" then becomes the supplier's bid.

It is the Construction Manager's and Project Manager's responsibility to prepare the Request for Quotations. In most cases they will be typed in the main office. However, it is the Project Manager's responsibility to provide the material quantity take-offs for the Construction Manager. The Project Manager shall check all Requests for Quotations when he receives them from the main office to make sure that the quantities and descriptions are accurate.

The Construction Manager will provide the Project Manager with a supply of Request for Quotations. He will also provide one set of masters of the Request for Quotations which the Project Manager should use to make additional copies, if he runs out of Request for Quotations for any specific cost category.

Upon receipt of a complete request for quotation from a bidder, the Project Manager shall review it thoroughly to make sure there are not omissions and/or mathematical errors.



EXAMPLE

PURCHASE ORDER NO. \_\_\_\_\_

DEVELOPMENT

ACCOUNTING DIST. 0754

**FLYNN CORPORATION**

516 Lakeview Road, #8 - Clearwater, FL 33756  
PH: 727-449-1182 - FAX: 727-447-5516

REQUEST FOR QUOTATION

PLEASE PROVIDE PRICES, EXTEND AND TOTAL. THANK YOU.

FROM: COMPANY: Sunniland Corp.

DATE: 7-23-13

JOB LOCATION  
Oakbrook Villas Apartments  
11703 SE 57<sup>th</sup> Ave.  
Bellevue, FL 34420

Quantity	Quantity Received	Unit	Description/Specifications	Unit Price	Total Amount
<b>ROOFING MATERIALS</b>					
<b>Building Type "B" plus Office #703</b>					
72		SQ	CERTAINTED LM 30 SILVER BIRCH	80 55	5799 60
6		BU	CERTAINTED SHADOW RIDGE 30 LF PER BU	36 36	218 16
3		BU	SWIFT START STARTER 116 LF PER BU	29 55	88 65
40		RL	CERTAINTED WINTER GARD 2 SQ RL	51 10	2044 00
0		EA	COBRA 4' SHINGLE OVER VENT		
0		EA	LOMANCO 750 MILL FINISH KITCHEN VENT		
14		EA	GOOSENECK 10" MILL FINISH VENT	12 75	178 50
8		EA	2" LEAD BOOTS	8 10	64 80
6		EA	3" LEAD BOOTS	11 85	71 10
72		PC	ALUM EAVEDRIP WHITE WOODGRAIN 1.75" FACE 10' PC	3 50	252 00
60		PC	ALUM FASCIA 4" FACE WHITE WOODGRAIN 12' PC		
1		EA	TRIM NAILS WHITE		
5		BX	1 3/4" COIL NAILS (FOR SHINGLES)	19 75	93 75
3		CN	MULEHIDE 231 CEMENT 5 GAL	22 95	68 85
*** ALL SHINGLES TO BE "CERTAINTED LM 30 SILVER BIRCH" 30 YEAR FIBERGLASS FUNGUS RESISTANT. 130 MPH ENERGY STAR RATED					
SUBTOTAL				XXXXX XX	8879 41
SALES TAX %				XXXXX XX	532 76
TOTAL				XXXXX XX	9412 17

IMPORTANT: Our Purchase Order number must appear on Invoices, Packing Slips and Correspondence. - ADVISE IF BACK ORDERED.

AUTHORIZED: \_\_\_\_\_ DATE: \_\_\_\_\_  
APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_



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DATE: 7-23-13

JOB LOCATION	
Oakbrook Villas Apartments	
11703 SE 57 <sup>th</sup> Ave.	
Bellevue, FL 34420	

Quantity	Quantity Received	Unit	Description/Specifications	Unit Price	Total Amount
<b>ROOFING MATERIALS</b>					
<b>Building Type "C" #705</b>					
59		SQ	CERTAINTEED LM 30 SILVER BIRCH	80 55	4752.45
5		BU	CERTAINTEED SHADOW RIDGE 30 LF PER BU	36 34	181.80
3		BU	SWIFT START STARTER 116 LF PER BU	29 55	88.65
33		RL	CERTAINTEED WINTER GARD 2 SQ RL	51 10	1686.30
0		EA	COBRA 4' SHINGLE OVER VENT		
0		EA	LOMANCO 750 MILL FINISH KITCHEN VENT		
11		EA	GOOSENECK 10" MILL FINISH VENT	12 75	140.25
6		EA	2" LEAD BOOTS	8 10	48.60
6		EA	3" LEAD BOOTS	11 85	71.10
59		PC	ALUM EAVEDRIP WHITE WOODGRAIN 1.75" FACE 10' PC	3.50	206.50
49		PC	ALUM FASCIA 4" FACE WHITE WOODGRAIN 12' PC		
1		EA	TRIM NAILS WHITE		
4		BX	1 1/4" COIL NAILS (FOR SHINGLES)	18 75	75.00
2		CN	MULEHIDE 231 CEMENT 5 GAL	22 95	45.90
*** ALL SHINGLES TO BE "CERTAINTEED LM 30 SILVER BIRCH" 30 YEAR FIBERGLASS FUNGUS RESISTANT. 130 MPH ENERGY STAR RATED					
SUBTOTAL				XXXXX XX	7296 55
SALES TAX %				XXXXX XX	437 79
TOTAL				XXXXX XX	7734 34

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APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_



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ACCOUNTING DIST. 0754

**DEVELOPMENT**

**FLYNN CORPORATION**

516 Lakeview Road, #8 - Clearwater, FL 33756  
PH: 727-449-1182 - FAX: 727-447-5516

REQUEST FOR QUOTATION

PLEASE PROVIDE PRICES, EXTEND AND TOTAL. THANK YOU.

FROM: COMPANY: Sunniland Corp

DATE: 7-23-13

JOB LOCATION  
Oakbrook Villas Apartments  
11703 SE 57<sup>th</sup> Ave.  
Bellevue, FL 34420

Quantity	Quantity Received	Unit	Description/Specifications	Unit Price	Total Amount
<b>ROOFING MATERIALS</b>					
Building Type "C" plus Laundry #707					
64		SQ	CERTAINTEED LM 30 SILVER BIRCH	80.55	5155 20
5		BU	CERTAINTEED SHADOW RIDGE 30 LF PER BU	36.34	181 80
3		BU	SWIFT START STARTER 116 LF PER BU	29.55	88 65
35		RL	CERTAINTEED WINTER GARD 2 SQ RL	51.10	1788 50
0		EA	COBRA 4' SHINGLE OVER VENT	/	
0		EA	LOMANCO 750 MILL FINISH KITCHEN VENT	/	
11		EA	GOOSENECK 10" MILL FINISH VENT	12.75	140 25
7		EA	2" LEAD BOOTS	8.10	56 70
6		EA	3" LEAD BOOTS	11.85	71 10
64		PC	ALUM EAVEDRIP WHITE WOODGRAIN 1.75" FACE 10' PC	3.50	224 00
53		PC	ALUM FASCIA 4" FACE WHITE WOODGRAIN 12' PC	/	
1		EA	TRIM NAILS WHITE	/	
5		BX	1 1/4" COIL NAILS (FOR SHINGLES)	19.75	93 75
3		CN	MULEHIDE 231 CEMENT 5 GAL	22.95	68 85
*** ALL SHINGLES TO BE "CERTAINTEED LM 30 SILVER BIRCH" 30 YEAR FIBERGLASS FUNGUS RESISTANT. 130 MPH ENERGY STAR RATED					
SUBTOTAL				XXXXX XX	7868 80
SALES TAX %				XXXXX XX	472.13
TOTAL				XXXXX XX	8340.93

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EXAMPLE

PURCHASE ORDER NO. \_\_\_\_\_

DEVELOPMENT

ACCOUNTING DIST. 0754

**FLYNN CORPORATION**

516 Lakeview Road, #8 - Clearwater, FL 33756

PH: 727-449-1182 - FAX: 727-447-5516

REQUEST FOR QUOTATION

PLEASE PROVIDE PRICES, EXTEND AND TOTAL. THANK YOU.

FROM: COMPANY:

Summiland Corp

DATE:

7-23-13

JOB LOCATION

Oakbrook Villas Apartments

11703 SE 57<sup>th</sup> Ave.

Belleview, FL 34420

Quantity	Quantity Received	Unit	Description/Specifications	Unit Price	Total Amount
<b>ROOFING MATERIALS</b>					
Building Type "A" #709					
60		SQ	CERTAINTEED LM 30 SILVER BIRCH	80 55	4833. <sup>00</sup>
5		BU	CERTAINTEED SHADOW RIDGE 30 LF PER BU	36 34	181. <sup>80</sup>
3		BU	SWIFT START STARTER 116 LF PER BU	29 55	89. <sup>65</sup>
33		RL	CERTAINTEED WINTER GARD 2 SQ RL	51 10	1686. <sup>30</sup>
0		EA	COBRA 4' SHINGLE OVER VENT		
0		EA	LOMANCO 750 MILL FINISH KITCHEN VENT		
12		EA	GOOSENECK 10" MILL FINISH VENT	12 75	153. <sup>00</sup>
6		EA	2" LEAD BOOTS	8 10	48. <sup>60</sup>
6		EA	3" LEAD BOOTS	11 85	71. <sup>10</sup>
60		PC	ALUM EAVEDRIP WHITE WOODGRAIN 1.75" FACE 10' PC	3 50	210. <sup>00</sup>
50		PC	ALUM FASCIA 4" FACE WHITE WOODGRAIN 12' PC		
1		EA	TRIM NAILS WHITE		
4		BX	1 3/4" COIL NAILS (FOR SHINGLES)	18 75	75. <sup>00</sup>
2		CN	MULEHIDE 231 CEMENT 5 GAL	22 95	45. <sup>90</sup>
*** ALL SHINGLES TO BE "CERTAINTEED LM 30 SILVER BIRCH" 30 YEAR FIBERGLASS FUNGUS RESISTANT. 130 MPH ENERGY STAR RATED					
SUBTOTAL				XXXXX XX	7393 35
SALES TAX %				XXXXX XX	443 60
TOTAL				XXXXX XX	7836 95

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AUTHORIZED: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_



**EXAMPLE**  
**DEVELOPMENT**

**FLYNN CORPORATION**  
 516 Lakeview Road, #8 - Clearwater, FL 33756  
 PH: 727-449-1182 - FAX: 727-447-5516

PURCHASE ORDER NO. \_\_\_\_\_

ACCOUNTING DIST. 0754

**REQUEST FOR QUOTATION**

PLEASE PROVIDE PRICES, EXTEND AND TOTAL. THANK YOU.

FROM: COMPANY: Sunniland Corp.  
 DATE: 7-23-13

JOB LOCATION  
 Oakbrook Villas Apartments  
 11703 SE 57<sup>th</sup> Ave.  
 Belleview, FL 34420

Quantity	Quantity Received	Unit	Description/Specifications	Unit Price		Total Amount
<b>ROOFING MATERIALS PER BUILDING</b>						
Building Type "B" #711,713,715						
69		SQ	CERTAINTEED LM 30 SILVER BIRCH	80	55	5557.95
6		BU	CERTAINTEED SHADOW RIDGE 30 LF PER BU	36	36	218.16
3		BU	SWIFT START STARTER 116 LF PER BU	29	55	88.65
38		RL	CERTAINTEED WINTER GARD 2 SQ RL	51	10	1941.80
0		EA	COBRA 4' SHINGLE OVER VENT			
0		EA	LOMANCO 750 MILL FINISH KITCHEN VENT			
12		EA	GOOSENECK 10" MILL FINISH VENT	12	75	153.00
8		EA	2" LEAD BOOTS	8	10	64.80
6		EA	3" LEAD BOOTS	11	85	71.10
69		PC	ALUM EAVEDRIP WHITE WOODGRAIN 1.75" FACE 10' PC	3	50	241.50
58		PC	ALUM FASCIA 4" FACE WHITE WOODGRAIN 12' PC			
1		EA	TRIM NAILS WHITE			
5		BX	1 1/4" COIL NAILS (FOR SHINGLES)	18	75	93.75
3		CN	MULEHIDE 231 CEMENT 5 GAL	22	95	68.85
*** ALL SHINGLES TO BE "CERTAINTEED LM 30 SILVER BIRCH" 30 YEAR FIBERGLASS FUNGUS RESISTANT. 130 MPH ENERGY STAR RATED						
SUBTOTAL				XXXXX	XX	8499.56
SALES TAX %				XXXXX	XX	509.97
TOTAL				XXXXX	XX	9009.53

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APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

EXAMPLE

**FLYNN DEVELOPMENT CORPORATION**

**QUOTATION SUMMARY**

OAKBROOK VILLAS

11703 SE 57<sup>TH</sup> AVE.

BELLEVIEW, FLORIDA 34420

Item: ROOFING MATERIALS

File 14 Code: 0754

**VENDOR:**

DATE: 7-23-13

Name Sunniland Corp.

Salesman TONY FLORES / George Rollin

Address 1323 NE 17<sup>th</sup> Rd.

Phone 352-351-3137

Fax 352-351-1255

City Ocala

Mobile 352 266-3702 / 352 812 4584

State FL Zip 34470

<u>Description</u>	<u>Cost Per Bldg.</u>	<u>No. of Bldgs.</u>	<u>Building Total</u>
<b>NEW ROOFS</b>			
Bldg. Type "B" plus office Bldg. #703	\$ <u>9412.17</u>	x 1	= \$ <u>9412.17</u>
Bldg. Type "C" Bldg. # 705	\$ <u>7734.34</u>	x 1	= \$ <u>7734.34</u>
Bldg. Type "C" plus laundry Bldg. # 707	\$ <u>8340.93</u>	x 1	= \$ <u>8340.93</u>
Bldg. Type "A" Bldg. #709	\$ <u>7836.95</u>	x 1	= \$ <u>7836.95</u>
Bldg. Type "B" Bldg. #711,713,715	\$ <u>9009.53</u>	x 3	= \$ <u>27,028.59</u>
<b>PROJECT TOTAL</b>		<b>7</b>	<b>\$ <u>100,352.98</u></b>

**Return To:** Flynn Development Corporation  
516 Lakeview Road, Unit 8  
Clearwater, FL 33756-3302  
727-449-1182 Ext. 211 Fax: 727-447-5516

Material Supplier Terms: ~~2% discount/15 days from date of receipt of correct monthly statement~~  
at Flynn Development Corporation office. ~~Price guaranteed for duration of project.~~

- Attach: 1. Vendor Information Sheet  
2. Request for Quotation - (5 sheets)