

CONSTRUCTION & TRADE QUOTATION

Construction & Trade Quote Template

Quote Number:	QUO-	Project Site Address:	
Date:		Client / Principal:	
Valid Until:		Scope Summary:	
Builder's Licence #:		Contract Type:	Fixed Price / Cost Plus

CONTRACTOR / BUILDER		CLIENT / PRINCIPAL / OWNER	
Company Name:		Company / Client Name:	
ABN:		ABN (if applicable):	
Address:		Address:	
City/State/PC:		City / State / Postcode:	
Phone:		Contact Person:	
Email:		Phone:	
Website:		Email:	

PROJECT SCOPE & INCLUSIONS / EXCLUSIONS	
Work Included:	
Exclusions:	
Standards / Permits:	

SECTION A — LABOUR					
#	Trade / Work Description	Workers	Hours	Rate/hr	Amount (AUD)

SECTION B — MATERIALS & SUPPLIES						
#	Material Description	Specification	Qty	Unit	Unit Price	Amount (AUD)

SECTION C — PLANT & EQUIPMENT					
#	Equipment / Plant	Duration	Unit	Rate (AUD)	Amount (AUD)

SECTION D — SUBCONTRACTORS				
#	Subcontractor / Trad	Scope of Work	Quote Ref	Amount (AUD)

Section A — Labour	
Section B — Materials	
Section C — Plant & Equipment	
Section D — Subcontractors	
Preliminaries / Site Overhead	
Contingency / Margin	
Subtotal (excl. GST)	
GST (10%)	
TOTAL CONTRACT PRICE (AUD)	

PROJECT PROGRAMME (INDICATIVE)			
Phase / Stage	Start Date	End Date	Notes

Conditions of Contract & Warranty
1. Quotation valid 30 days. 2. Variations agreed in writing before commencement. 3. All work complies with NCC and relevant state regulations. 4. Builder's warranty per Home Building Act obligations. 5. Defects liability: 12 months from practical completion. 6. Progress payments per agreed schedule. 5% retention until final completion.

Authorisation & Acceptance			
Contractor / Builder		Client / Principal	
Name:		Name:	
Title:		Title:	
Date:		Date:	
Signature:		Signature:	