This flat form is for project manual purposes only and is not intended to be used for direct submittal purposes.

DCM Form C-3
(must be submitted with DCM Form C-3A)
Revised July 2026

PROPOSAL FORM

To: _____ Date: _____
(Awarding Authority)

In compliance with the Advertisement for Bids and subject to all the conditions thereof, the undersigned

_____
(Legal Name of Bidder)

hereby proposes to furnish all labor and materials and perform all work required for the construction of

_____

_____

_____

in accordance with Drawings and Specifications, dated _____ prepared by

_____ Architect / Engineer.

The Bidder, which is organized and existing under the laws of the State of _____

having its principal offices in the City of _____, is (please check the appropriate box):

☐ Individual ☐ Partnership ☐ Corporation ☐ LLC ☐ Other: _____

LISTING OF PARTNERS, OFFICERS, MEMBERS, OR MANAGERS: If Bidder is a Partnership, list all partners and their addresses; if Bidder is a Corporation, list the names, titles, and business addresses of its officers; if Bidder is a Limited Liability Company, list the name, titles, and business addresses of its members or managers:

_____

_____

_____

BIDDER'S REPRESENTATION: The Bidder declares that it has examined the site of the Work, having become fully informed regarding all pertinent conditions, and that it has examined the Drawings and Specifications (including all Addenda received) for the Work and the other Bid and Contract Documents relative thereto, and that it has satisfied itself relative to the Work to be performed.

ADDENDA: The Bidder acknowledges receipt of Addenda Numbers _____ through _____ inclusively.

BASE BID: For construction complete as shown and specified, the sum of _____

_____ Dollars ($ _____)

ALTERNATES: If alternates as set forth in the Bid Documents are accepted, the following adjustments are to be made to the Base Bid:

DESCRIPTION (Insert key word for Alternate)	**ADD**	**DEDUCT**	**AMOUNT**
Alternate No. 1 ( )	(add)	(deduct)	$
Alternate No. 2 ( )	(add)	(deduct)	$
Alternate No. 3 ( )	(add)	(deduct)	$
Alternate No. 4 ( )	(add)	(deduct)	$
Alternate No. 5 ( )	(add)	(deduct)	$
Alternate No. 6 ( )	(add)	(deduct)	$

UNIT PRICES – (Attach to this Proposal Form the unit prices, if any, on a separate sheet.)

BID SECURITY: The undersigned agrees to enter into a Construction Contract and furnish the prescribed Performance and Payment Bonds and evidence of insurance within fifteen calendar days, or such other period stated in the Bid Documents, after the contract forms have been presented for signature, provided such presentation is made within 30 calendar days after the opening of bids, or such other period stated in the Bid Documents. As security for this condition, the undersigned further agrees that the funds represented by the Bid Bond (or cashier's check) attached hereto may be called and paid into the account of the Awarding Authority as liquidated damages for failure to so comply.

Attached hereto is a: (*Mark the appropriate box and provide the applicable information.)*

Bid Bond, executed by _____ as Surety,

a cashier's check on the _____ an Alabama Bank, for the sum of _____

Dollars ($ _____) made payable to the Awarding Authority.

BIDDER'S ALABAMA LICENSE:
State License for General Contracting: _____
License Number Bid Limit Type(s) of Work

CERTIFICATIONS: The undersigned certifies that he or she is authorized to execute contracts on behalf of the Bidder as legally named, that this proposal is submitted in good faith without fraud or collusion with any other bidder, that the information indicated in this document is true and complete, and that the bid is made in full accord with State law. Notice of acceptance may be sent to the undersigned at the address set forth below.

The Bidder also declares that a list of all proposed major subcontractors and suppliers will be submitted at a time subsequent to the receipt of bids as established by the Architect in the Bid Documents but in no event shall this time exceed twenty-four (24) hours after receipt of bids.

Legal Name of Bidder: _____

Mailing Address: _____

***By (Legal Signature):** _____

*Name & Title (print): _____

Telephone Number: _____

Email Address: _____

If other than the individual proprietor, or an above-named member of the Partnership, or the above-named president, vice-president, or secretary of the Corporation, or member or manager of the Limited Liability Company, attach written authority to bind the Bidder. Any modification to a bid shall be over the initials of the person signing the bid, or of an authorized representative.

Note: DCM Form C-3A: Accounting of Sales Tax must be submitted with DCM Form C-3: Proposal Form. This requirement applies to all proposers. If you are not licensed by the Alabama State Licensing Board for General Contractors and therefore cannot claim the sales tax exemption under Ala. Code §40 9 14.1(b)(2), you must still submit DCM Form C-3A with your proposal. Non-GC contractors must enter $0.00 in all fields on the Accounting of Sales Tax form. Failure to submit DCM Form C-3A, even with all values listed as $0.00, will render the proposal non-responsive.