Ref: Q-2809/041

Proposal for

INTERIOR FIT-OUT WORKS

Office Fit-Out, Unit 1504, Level 15, Bay Square Tower 7, Business Bay, Dubai

To	The Client, as named in the tender documents Attention: Project Manager	**From**	Contractor (client letterhead) Licensed by Dubai Economy and Tourism TRN 100000000000003 (sample)
Your ref	ITT dated 15 Sep 2026, Addendum 01 dated 22 Sep 2026	**Validity**	90 days from 30 Sep 2026

Document No.	Q-2809/041	**Revision**	0	**Date**	28 Sep 2026
Title	Quotation, Interior Fit-Out Works, Unit 1504	**Status**	Issued to Client	**Pages**	See footer
Prepared by	Estimation	**Checked by**	Commercial Manager	**Approved by**	Authorised Signatory

1. Introduction

Thank you for inviting us to tender. We are pleased to submit our lump sum price for the interior fit-out of Unit 1504, based on tender drawings ID-101 to ID-118 Rev B, MEP-201 to MEP-209 Rev A, the specification dated 15 Sep 2026 and Addendum 01. Our price covers the complete works ready for occupation, including Dubai Municipality and Dubai Civil Defence fit-out approvals, building management requirements, testing, commissioning and handover.

2. Price Summary

Ref	Description	Amount (AED)
A	Preliminaries and general	40,320.00
B	Demolition and strip out	21,221.76
C	Partitions, doors and ceilings	177,246.72
D	Flooring and skirting	69,359.36
E	Joinery and fixed furniture	79,251.20
F	Painting and finishes	34,554.24
G	Electrical and ELV	74,211.20
H	HVAC, plumbing and fire	58,396.80
	Total of measured works	**554,561.28**
J1	Provisional sum: authority and landlord fees, paid at actual against receipts	20,000.00
J2	Provisional sum: statutory and wayfinding signage	5,000.00
J3	Dayworks allowance, used only on written instruction	5,000.00
	TOTAL LUMP SUM EXCLUDING VAT	**584,561.28**
	VAT at 5%	29,228.06
	TOTAL LUMP SUM INCLUDING VAT	**613,789.34**

Amount in words: UAE Dirhams Six Hundred Thirteen Thousand Seven Hundred Eighty Nine and Thirty Four Fils, including VAT. The priced breakdown for each section is available on request.

3. Programme

- 8 weeks from site handover, including testing, commissioning and authority inspections.
- Fit-out permit submission within 5 working days of award, subject to receipt of the landlord NOC and approved design drawings.
- Noisy works outside building management permitted hours are excluded unless instructed and approved.

SAMPLE DOCUMENT prepared by Hydrock Support (hydrocksupport.com) as an example of a white label deliverable issued in the client's own format. Company, project, TRN and figures are fictional. All amounts in UAE Dirhams (AED).

4. Payment Terms

Stage	Payment	Condition
Advance	20% of the Contract Price	Against an advance payment guarantee from a UAE bank, recovered pro rata from interim payments
Interim payments	Monthly	Valuation of work done and materials on site, certified within 14 days and paid within 30 days of certification
Retention	10% of each interim payment, capped at 5% of the Contract Price	50% released at practical completion, 50% at the end of the 12 month Defects Liability Period
VAT	5% on every invoice	Tax invoices issued under UAE VAT law showing the contractor TRN

5. Inclusions

- All works in the Bill of Quantities, measured in accordance with POMI, priced in AED.
- Preparation and submission of fit-out drawings to the landlord, Dubai Municipality and Dubai Civil Defence, and obtaining the fit-out permit and completion certificate.
- DEWA load change application where required by the electrical design. DEWA fees are covered by provisional sum J1.
- Contractor's All Risks and Third Party Liability insurance for the contract period.
- Site management, HSE officer, protection of common areas, daily cleaning and waste removal to a Dubai Municipality approved tip.
- As-built drawings, O&M manuals, warranties and testing certificates at handover.

6. Exclusions

- Loose furniture, appliances, AV, IT and security active equipment.
- Landlord service charges, chiller connection charges and building management deposits.
- Base building defects or works outside Unit 1504.
- Design changes after award. These are valued as variations and confirmed in writing before work starts.

7. Assumptions

- The base building fire alarm, sprinkler and chilled water systems have spare capacity for the design as drawn.
- Free access to the unit, loading bay and service lift during building management permitted hours.
- Client selections of finishes are as specified. Alternatives offered will be listed separately with their price effect.

8. Acceptance

We trust our offer meets your requirements and look forward to working with you. To accept, please sign below and return with your letter of award.

For the Contractor		**Accepted by the Client**	
Name, signature and stamp		Name, signature and stamp	
Date		Date	

SAMPLE