

QUOTATIONS FOR SMALL PURCHASES (QSP) No. QSP0001, Repair of Damaged Wood Balcony

Contract No. QSP001, Appendix No. 11, Notice to Proceed (NTP)
(QSP Attachment E-11)

Pursuant to the terms of the above noted Contract, you are hereby notified to commence work thereunder at the start of business on _____, 2018. The time for completion set forth in the contract is _____ consecutive calendar days, including the starting day, which establishes _____, 2018 as the completion date.

It is your responsibility to meet the schedule as set forth and in accordance with the terms and conditions of the Contract. Failure to comply with the schedule may, and probably will, result in the enforcement of the liquidated damages stated in the contract.

Please note carefully and fulfill the requirements of the contract regarding the submittal and approval of Workmen’s Compensation and, if applicable, Manufacturers’ and Contractors’ Liability Insurance.

The Contractor shall also contact the Agency, in writing, within three days prior to mobilization on the project to enable the Agency to coordinate this work with others.

The Contractor shall, within ten days after receipt of this notice, send to the Agency copies of all required permits for work to be performed under this contract. Failure to comply with these instructions shall constitute a breach of contract.

Your cooperation on this construction to its conclusion is of the utmost importance to the Agency.

The Contractor’s execution following affirms his/her agreement to comply with all written within this NTP Document.

Signature Date Printed Name Company