FICTIONAL SAMPLE / 01

Focused bid review

Project: illustrative kitchen renovation. This report demonstrates the review format using fictional quote excerpts. It is not a review of a real project and must not be relied on for construction decisions.

Documents used and limits

Source S-01: fictional draft proposal, revision A. Source S-02: fictional cost summary totaling C$40,000. No drawings, measurements, supplier quotations, or site inspection are available. Completeness and feasibility cannot be determined.

Priority and source	Finding	Next action
High / S-01 item 2	Site protection is described only as protect existing finishes as required. The affected areas and cleanup frequency are undefined.	Define access routes, protected surfaces, dust separation, and daily cleanup responsibilities.
High / S-01 item 4	Electrical included - allowance C$2,500 does not distinguish fixture supply from labour or identify upgrade assumptions.	Separate supply and installation. Confirm quantities, selection responsibility, and any excluded service upgrades.
Medium / S-01	Disposal and final cleanup are not stated in the fictional proposal. The cost summary does not identify them separately.	Confirm whether they are carried elsewhere; otherwise add responsibility and a supported cost.

Suggested scope wording for discussion

Provide floor protection to the agreed access route and work area, maintain the agreed dust barrier, and remove loose work debris daily. Bin supply, haul-out, and final construction cleanup are included to the extent stated in the accepted scope. Confirm the actual areas and standard before issue.

This wording is illustrative. The contractor must verify the actual work, price, and agreement. A flagged question is not proof that an item has been omitted from the contractor's overall estimate.

FICTIONAL SAMPLE / 02

Price assumptions and decisions

Arithmetic sense-check

The fictional direct cost is C$40,000. At a 25% markup, the selling price is C$50,000. Gross profit is C$10,000 and gross margin is 20%. To price for a 25% gross margin without a cost contingency, the selling price is C$53,333.33.

If a 5% cost contingency is added first, cost becomes C$42,000. A 25% gross margin then requires a C$56,000 selling price before tax. Planned gross profit after the full contingency is spent is C$14,000 before business overhead. These figures are arithmetic examples, not a recommended project price.

Questions for the handover

1. Which site protection and disposal costs are already carried in another line?
2. What does each trade quote exclude that the proposal appears to include?
3. Which selections and allowance quantities still need confirmation?
4. Are owner labour, supervision, freight, waste, and equipment included in the supplied costs?
5. Which client decisions must be made before a start or completion date is confirmed?

Decision log

Decision	Owner	Before
Define protection and cleanup limits	Contractor	Issue of final proposal
Separate fixture supply and installation	Contractor and electrical trade	Price confirmation
Confirm allowance quantities and selections	Contractor and client	Acceptance of scope
Recheck cost basis and target margin	Contractor	Issue of final price

Review boundary

This review is limited to the supplied scope and arithmetic. It does not certify completeness or provide site verification, market pricing, engineering, code certification, or legal review. Confirm actual inputs and the agreed scope before relying on any finding.