

Our Ref: #form.la\_request.RefNo#  
Date: #form.la\_request.creation\_date#  
#form.la\_request.awarded\_to#  
#form.la\_request.address\_1#  
#form.la\_request.address\_2#  
#form.la\_request.address\_3#  
#form.la\_request.address\_4#  
#form.la\_request.address\_5#  
Attn: #form.la\_request.attn#  
Dear #form.la\_request.dear#,

Letter of Award:- Sub-Contractor for #form.la\_request.awarded\_desc# ("Sub-Contract")

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#form.la\_request.nsc\_la\_notes#

#### DOCUMENTS ATTACHED TO THE CONTRACT

The following documents attached hereto shall be deemed to form and be read and construed as part of the Sub-Contract, viz:-

Attachment	Description	Applicable Not Applicable
Appendix I	This Letter of Award	
Appendix II	Bill of Quantities	
Appendix III	Main Contractor's / Sub-Contractor's duties and responsibilities	
Appendix IV	Environmental, Safety and Health Conditions	
Appendix V	Form of Letter of Undertaking for employment of workers	
Appendix VI	Accreditation & Certification of Site Supervisor and Skilled Worker	
Appendix VII	Form of Warranty	
Appendix VIII	Other documents (if any)	
	<a href="#">Drawings, specification, sub contract conditions etc.</a>	

#### 5.0 PERSON IN CHARGE ( " PIC " )

Mr. #form.la\_request.pic\_name# has been appointed as the PIC for the above project.

Head

This letter is sent to you in duplicate. You are to return the original duly signed and witnessed where indicated to reach this office within seven (7) days from the date of this letter for our records.

Thank you.

Yours faithfully,

#form.la\_request.companyname#

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#form.la\_authority.authority\_name[form.la\_request.limit\_authority]#

#form.la\_position.position[form.la\_request.position]#

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TO : #form.la\_request.companyname#

The undersigned hereby acknowledges receipt of this letter ref: #form.la\_request.RefNo# and the attachments thereto dated #form.la\_request.creation\_date# and accept all its conditions stated therein:

Signature:	·
Name:	·
Designation:	·
NRIC No.:	·
Company Stamp:	·
Date:	·

Signature:	·
(witness)	
Name:	·
NRIC No.:	·
Company Stamp:	·
Date:	·

Foot