



LETTER OF INTENT
 BETWEEN BIDDER/OFFEROR AND
 SMALL BUSINESS ENTERPRISE (SBE) FIRM/SUPPLIER
 (for Broward County-certified SBE firms meeting local SBE Reserve goals)

This form is to be completed and signed for each SBE firm. If the PRIME is a Broward County-certified SBE firm, please indicate the percentage being performed with your own forces.

Solicitation No.: _____

Project Title: _____

SBE Bidder/Offeror Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized Representative: _____ Phone: _____

SBE Firm/Supplier Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized Representative: _____ Phone: _____

- A. This is a letter of intent between the bidder/offeror on this project and an SBE firm for the SBE to perform work on this project.
- B. By signing below, the bidder/offeror is committing to utilize the above-named SBE to perform the work described below.
- C. By signing below, the above-named SBE is committing to perform the work described below.
- D. By signing below, the bidder/offeror and SBE affirm that if the SBE subcontracts any of the work described below, it may only subcontract that work to another SBE.

Work to be performed by SBE Firm

Description	NAICS ¹	SBE Contract Amount ²	SBE Percentage of Total Project Value
			%
			%
			%

AFFIRMATION: I hereby affirm that the information above is true and correct.

SBE Firm/Supplier Authorized Representative

Signature: _____ Title: _____ Date: _____

Bidder/Offeror Authorized Representative

Signature: _____ Title: _____ Date: _____

¹ Visit Census.gov and select [NAICS](#) to search and identify the correct codes. Match type of work with NAICS code as closely as possible.

² To be provided only when the solicitation requires that bidder/offeror include a dollar amount in its bid/offer.

In the event the bidder/offeror does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.