

Details of the tenderer	
Company Name	
Details of Company Representative <ul style="list-style-type: none"> • Name • Designation • Mobile • Telephone • Email 	
Company Name	
Project Data	
Reference letter number	
Project Description	
Project value	
Client	
Client's contact details	
Date of Completion	
Detailed content of work	
Pictures (Please provide original pictures from site / rendered images shall not be accepted)	

Note: Project data sheet shall be completed and attached with each reference letter/completion document. STO reserves the right to reject letters/completion documents that does not accompany the project data sheet.