

CONSTRUCTION GUARANTEE FUND (CGF)

Level 1, "Savsiripaya", 123, Wijerama Mawatha, Colombo 07. Telephone 011-2673087/8 Fax 011-2670966

email:info@cgf.gov.lk cgfund@sltnet.lk website:www.cgf.gov.lk

COMPANY / CONTRACTOR INFORMATION

01 Name of Company

02 *Contact person Mr/Ms
 (* Should be the owner / partner/ share holder / director of the company)

03 Business Address

04 Business Registration No 05 Type of Business: Sole Proprietor
 Partnership Limited Liability Co.

06 Income Tax File No 07 VAT No

08 Tel. No/s 09 Fax No

10 e-mail 11 website

12 ICTAD Registration No/s 13 Date of expiry of the registration

Date	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

14 Field of Specialties Grades

Building Construction	Highways	Bridges	Water Supply & Drainage	Irrigation	OTHERS (Please Specify)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please attach photocopies of the following documents, all pages to be certified by the applicant by himself.

NOTE: If you do not possess any of the following documents, please give explanatory notes for each item on your letter-head.

		Attached (✓)
1	Business Registration / Memorandum / Articles / Partnership / Agreement	
2	Company resolution to obtain facilities from CGF certified by Company Secretary. (Attach: Annual Report/Directors and other Information, Annual Returns & CGF Format UP-COIN)	
3	ICTAD Registration Details (All endorsed pages of ICTAD Record Book)	
4	Audited Profit & Loss Account/ Balance Sheets for the past 3 years	
5	Contracts in hand and Letters of Acceptance. Attach copies. (use format PH)	
6	Construction contracts completed during the last 05 years or any shorter period the contractor has been in business and Completion Certificates (use format PC)	
7	VAT Registration Certificate and Payment Certificates for the last 4 qtrs.	
8	Income Tax Payment Certificates for the last three years and Annual Reports	
9	Current position of the Bank Account/s (FDD, OD facilities now enjoying, Balance OD facilities etc.) Attach support documents. (use format FP)	
10	Bonds and Guarantees taken during last 02 years from others. Attach copies.(use format BG)	
Authorized Person's Full Name		Designation
		Signature
		Company Seal
		NIC No.

* Please submit this application together with support Documents for Items (1-10) and with a covering letter on company letter-head together with Formats (PC+FP), (PH+BG) & Format UP-COIN.

Attachments to the Application

PROJECTS IN HAND - (PH)

(* Please attach a copy of the Award Letter / Letter of Acceptance)

S No	Client/Employer	Project*	Contract Gross Value	Location	Consultant	% Completed(Finance)

BONDS /GUARANTEES TAKEN BY THE CONTRACTOR FOR ANY PROJECTS (List from most recent ones) - (BG)

** Type – BB = Bid Bond, PB = Performance Bond AB = Advance Payment Guarantee MB=Maintenance Bond RB= Retention Bond

S No	Source	Project	Client	Type **	Value (Rs:)	Validity Time				Remarks if any
						From		To		
						Year	Month	Year	Month	

Name of Company:

Authorized Signature:

Seal/Rubber Stamp:

Date:

Attachments to the Application

PROJECTS COMPLETED DURING THE LAST 05 YEARS OR FOR THE PERIOD THE COMPANY WAS ESTABLISHED - (PC)

S No	Period from		To		Client	Project	Contract Value(Rs)	Final Value (Rs)	Date of Completion **		Remarks
	Year	Month	Year	Month					Year	Month	

FINANCIAL FACILITY/IES PERFORMANCE/S - (FP)

S No	Name of the Bank	Bank/s & Branch/es	Current A/C Nos.	Savings A/C Nos.	Fixed Deposit Nos.	Short call Deposit No/s.	Letters of Guarantees	Short Term Loans	Revolving Guarantees	Overdrafts available	Overdrafts Used

Name of Company:

Authorized Signature:

Seal/Rubber Stamp:

Date: