

**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@slt.net.lk website:www.cgf.gov.lk

*(office use only)*

**APPLICATION FOR A BID/TENDER BOND**

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**A) DETAILS OF THE APPLICANT**

01 Name of the Company & Address

02 Telephone  03 Fax  04 e-mail

05 ICTAD Highest Grade  06 ICTAD Record Book No  07 Grade relevant to this application

08 Record Book Valid Upto  09 No. of Projects in hand  09a. Value of Balance Work in hand Rs(M)

**B) DETAILS OF THE CONTRACT**

10 Type of Project (✓) 

B		H		BR		WS		I		D		OTHER	
C		W		G		D		R		R		(Please Specify)	

11 Name of Project

12 Tender/Bid No  13 Location of Project 

Province		District	
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14 Conditions of Contract (Please specify)  15 Date of Pre-Bid Meeting (Please attach Minutes)

**C) DETAILS OF THE EMPLOYER/CLIENT**

16 

Employer (✓)	Public Sector		Private Sector	
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17 Name  18 Address

19 Telephone  20 Fax  21 e-mail

**D) DETAILS OF THE BOND**

22 Requested amount of the Bond 

Rs	<input type="text"/>
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 23 Bond as a percentage of Contract Sum 

%	<input type="text"/>
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24 Requested period From (Tender opening date) 

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

 To 

Date	Month	Year	No of days
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

25 Specify procedure for dispute

**E) AUTHORIZED SIGNATORY TO THIS APPLICATION**

26 Name  27 Designation  28 NIC No.  29 Signature

30 Date 

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

 31 Company Seal / Rubber Stamp

MODE OF COLLECTION OF BOND/GUARANTEE – by hand  by registered post  by courier  Other .....  
 (If a representative collects the Bond/Guarantee, please send an Authorization Letter indicating the Name, NIC No & Specimen Signature of the person wishes to collect.)

Photocopies of the following documents (size A4 preferred) certified by the applicant should be attached to this application.  
 (a) Tender Notice (b) Bidding Data (c) Pre-bid Meeting Minutes (d) Documentary evidence for items 09 to 24 (e) Indemnity Form ( format IN-BB) (f) A letter as per item No 10 of the indemnity.

**I N D E M N I T Y**  
(for *Bid Bonds only*)

Construction Guarantee Fund

Date :

Dear Sir,

**ISSUE OF A BID BOND**

Project Name : .....

Project No : .....

Client/Employer Name : .....

Further to our application for the issue of a Bond/Guarantee for the above-mentioned project, we confirm and agree to comply with the following conditions.

- 1) We have read and clearly understood the Bond/s issued by the CGF to the Client/Employer on behalf of us together with the notes explaining the exclusions.
- 2) We agree to fulfill all obligations laid down in the Conditions of Contract, Specifications & Drawings and the clauses in the General agreement and the Rules & Regulations laid down by the Client/Employer.
- 3) Notify the CGF of any changes /amendments /improvements with regards to;
  - a) Business Registration, status and the Directors of the Company (Support with certified copies of the returns from the Registrar of Companies/or from Authorized Officer/ Company Secretary as the case may be)
  - b) Memorandum of Articles of the organization and the Share Capital, updated information of the organization.
  - c) To inform the CGF any changes to ICTAD Record book and the membership of any recognized organization in the construction industry, contact documents, scope of work, payments, obligations of the Client/Employer or Contractor, violation of terms & conditions by the Client/Employer or contractor or disputes/discrepancy/ constraints related to the project
  - d) To submit the tender results, awards, Bonds/Guarantee taken from CGF or any other source
- 4) We hereby exempt you from any liability or obligation to issue a Performance Bond or Mobilization Advance Guarantee if our bid price is found to be unrealistic & comparatively lower than the other bid prices submitted by other Contractors. We further agree to pay immediately to the CGF the full value of the Bid Bond if it is called upon, for whatever reason.
- 5) We agree to submit Tender Results of this project, and any other information related to this Bond
- 6) We agree that if the Client/Employer makes a demand on the CGF for payment on the Bond / Guarantee then such amount demanded shall be paid to the CGF by us without delay if requested to do so. Failing to make this payment within 03 days of your being notified of the demand, the CGF would refer the issue to a sole arbitrator appointed by the CGF in accordance with the Arbitration Act No 11 of 1995 or take legal action to recover such dues with commercial interest prevailing at the date of when the refund was due (compound interest) until payment is made.
- 7) We agree that the levies, and any other reimbursements paid to the CGF in respect of this Project will not be refunded to us.
- 8) We agree to return the original Bond/Guarantee at the expiration of same and understand that this Bond/Guarantee becomes automatically null and void and that the liability of CGF is extinguished completely whether the original of the guarantee is returned or not.
- 9) We agree that we have /will obtain a valid ICTAD registration to cover the contract defects liability period. Failing which we indemnify the CGF of all claims, damages and/or liabilities.
- 10) We undertake to accept contract/s within our capacity. However, if we are successful in the Bid and if it is in excess of our capacity and due to this barrier/cause if requested by the CGF we undertake to pay the value of the Bid Bond/Guarantee in full and any other charges deemed to be.

**SIGNED BY THE AUTHORIZED PERSON**

Signature : .....

NIC No : .....

SEAL

Name : .....

Address : .....

Name : .....

Designation : .....

Date : .....

**ATTESTED & SIGNED IN MY PRESENCE**

.....  
**ATTORNEY-AT-LAW**

SEAL