

Contractor to use their letterhead please

SAMPLE LETTER (please do not use this sheet)

LETTER TO CGF

Please type in the Contractor letterhead and submit together with the BB Application Format A-BB

Date:

CGF.FORMAT.103
Updated 01012022
LOU-BB-CA

Chief Executive Officer
Construction Guarantee Fund
Level 01, "Savsiripaya"
123, Wijerama Mawatha,
Colombo 07

Dear Sir,

CONTRACT/PROJECT :

CONTRACT NO. :

CONSTRUCTION GUARANTEE FUND A/C NO. : 84115057

BANK : BANK OF CEYLON BRANCH : INDEPENDENCE SQUARE

CONTRACTOR (COMPANY NAME):

LETTER OF UNDERTAKING

We intend to Bid for the above named project and for this purpose, we signed and forwarding this Letter of Undertaking and the Application for a Bid Bond together with an irrevocable Indemnity/Agreement and other relevant documents.

If CGF consider to provide the necessary bond/guarantee for this project, we irrevocably agree **a)** to request the Employer if successful and awarded to remit all payments to CGF Account on account of our company **b)** to the arrangement of CGF to collect all payments to their account **c)** if the Employer directly paid any monies to us to deposit all such payment to CGF account **d)** pledge security if request to overcome CGF RISK.

In the event if the Employer not accepted the Bond/Guarantee issued by CGF, we will not request the levy paid to the CGF and take total responsibility and the RISK of forwarding the Bond/Guarantee obtained from CGF to the project.

.....
Signature of the Authorized Officer of the Company

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Company Seal

Name :
Designation :
NIC No :
Mobile No :
Tel. No :