



ඉදිකිරීම් ආරක්ෂණ අරමුදල (ඉ.ආ.අ.)

CONSTRUCTION GUARANTEE FUND (CGF)

පළමු මහල, සවිසිරිපාය, 123, විජේරාම මාවත, කොළඹ 07

Level 1, "Savsiripaya", 123, Wijerama Mawatha, Colombo 07.

දුරකථන Telephone: 011 2673087/8 ජංගම Mobile: 070 1585880/070 1560646

විද්‍යුත් තැපෑල email: cgf@cgf.gov.lk වෙබ් අඩවිය website: www.cgf.gov.lk

APPLICATION TO REGISTER WITH CGF AS A JOINT VENTURE (JV)

FOR OFFICE USE ONLY										NR	0	0	0	0	-	0	0	0	0	DATE	D	D	M	M	Y	Y	Y	Y
STAFF CODE	X	X	0	0	0	0	MF				0	0	0	0	0	0	0	0	DATE	D	D	M	M	Y	Y	Y	Y	

[THE APPLICATION MUST BE FILLED IN ENGLISH.]

A INFORMATION OF JV																																						
01	PROPOSED/REGISTERED NAME OF JV																																					
02	JV REGISTERED AS A BUSINESS																								YES	☐	NO	☐										
	IF REGISTERED, THE ENTITY										☐ SAMAGAM MADURA										☐ PROVINCIAL										NAME OF DIVISIONAL SECRETARIAT							
	REGISTERED NUMBER																				REGISTERED DATE										D	D	M	M	Y	Y	Y	Y
	IF NOT REGISTERED - REASON																																					
03	REGISTERED ADDRESS (TO BE)																																					
04	PROJECT - PROPOSED OR IF SUCCESSFUL																																					
05	PURPOSE OF JV – FOR HIGHER GRADE ☐ SHARE EXPERIENCE ☐ COMBINE OTHER SPECIALTIES ☐																																					
	OTHERS (EXPLAIN)																																					
	IF JV REGISTERED WITH CIDA, CERTIFICATE NUMBER																																					
	FIELD/S OF REGISTRATION AND GRADES APPLICABLE TO JV										SPECIALTY										GRADE																	
	IF NO, EXPLAIN																																					
B DETAILS OF CONTRACTORS FORMING JV																																						
06	LEAD PARTNER														1																							
	COMPANY NAME & ADDRESS														BUSINESS REGISTRATION NO																							
															SOLE PROPRIETOR ☐ PARTNERSHIP ☐ LIMITED LIABILITY ☐																							
															CIDA NO																							
															HIGHEST GRADE & SPECIALTY																							
	REGISTERED/UPDATED WITH CGF YES ☐ NO ☐														CIDA VALIDITY UP TO																							
															D	D	M	M	Y	Y	Y	Y																
	CONTACT DETAILS NAME OF OWNER/DIRECTOR/PARTNER																																					
	OFFICE														MOBILE																							
	COMPANY E-MAIL ADDRESS																																					
07	OTHER PARTY (ON PRIORITY BASIS)														2																							
	COMPANY NAME & ADDRESS														BUSINESS REGISTRATION NO																							
															SOLE PROPRIETOR ☐ PARTNERSHIP ☐ LIMITED LIABILITY ☐																							
															CIDA NO																							
															HIGHEST GRADE & SPECIALTY																							
	REGISTERED/UPDATED WITH CGF YES ☐ NO ☐														CIDA VALIDITY UP TO																							
															D	D	M	M	Y	Y	Y	Y																
	CONTACT DETAILS NAME OF OWNER/DIRECTOR/PARTNER																																					
	OFFICE														MOBILE																							
	COMPANY E-MAIL ADDRESS																																					

08	OTHER PARTY (ON PRIORITY BASIS) 3 COMPANY NAME & ADDRESS REGISTERED/UPDATED WITH CGF YES ☐ NO ☐	BUSINESS REGISTRATION NO SOLE PROPRIETOR ☐ PARTNERSHIP ☐ LIMITED LIABILITY ☐ CIDA NO HIGHEST GRADE & SPECIALTY CIDA VALIDITY UP TO <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y			
D	D	M	M	Y	Y	Y	Y						
CONTACT DETAILS NAME OF OWNER/DIRECTOR/PARTNER													
<table border="1" style="width:100%; text-align: center;"> <tr> <td style="width:20%;">OFFICE</td> <td style="width:40%;"></td> <td style="width:20%;">MOBILE</td> <td style="width:40%;"></td> </tr> </table>			OFFICE		MOBILE								
OFFICE		MOBILE											
COMPANY E-MAIL ADDRESS													
09 CONTACT PERSON ON BEHALF OF JV DIRECTOR/SENIOR MANAGEMENT (PARTNER/SHAREHOLDER) - MR/MRS/MISS													
10 CONTACT DETAILS													
<table border="1" style="width:100%; text-align: center;"> <tr> <td style="width:20%;">OFFICE</td> <td style="width:40%;"></td> <td style="width:20%;">MOBILE</td> <td style="width:40%;"></td> </tr> </table>			OFFICE		MOBILE								
OFFICE		MOBILE											
11 JV E-MAIL ADDRESS		12 JV WEBSITE											
13 TO ATTACH – CERTIFIED COPIES OF JV IF APPLYING BID BONDS/GUARANTEES/SECURITIES 1. ☐ BUSINESS REGISTRATION OF JV (IF AVAILABLE) 2. ☐ CIDA CERTIFICATE/REGISTRATION (IF AVAILABLE) 3. ☐ LETTER OF INTENTION/AGREEMENT/MOU TO FORM THE JV 4. ☐ INTRODUCE JV TO CGF ON JV LETTER HEAD WITH JV SEAL CERTIFIED BY ALL PARTNERS 9. IF SAME JV REGISTERED PREVIOUSLY, THE PAST 9.1 ☐ PERFORMANCE (TO FURNISH IN CGF FORMAT WINH) 9.2 ☐ AUDITED ACCOUNTS MAXIMUM 3 YEARS 9.3 ☐ TAX & VAT DETAILS MAXIMUM 3 YEARS													
IF APPLY A PERFORMANCE OR/AND ADVANCE PAYMENT GUARANTEES (IN ADDITION TO 1-4) 5. ☐ DETAIL AGREEMENT OF JV 6. ☐ POWER OF ATTORNEY OF THE JV AUTHORIZE THE LEAD PARTNER TO ACT ON BEHALF OF JV 7. ☐ JV BANK ACCOUNT DETAILS 8. ☐ BANK LETTER OF ACCOUNT LIEN TO CGF													
14 AUTHORIZED PERSONS OF THE JV													
PARTNER	NAME	NIC	DESIGNATION	SHARES (%/Nos)	SIGNATURE								
01. (LEAD)													
02.													
03.													
DATE OF APPLICATION			SEAL OF JV										
<table border="1" style="display: inline-table;"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>			D	D	M	M	Y	Y	Y	Y			
D	D	M	M	Y	Y	Y	Y						
CGF USE ONLY													
Documents Checked by			Documents Scanned by										
Comments													
උතුරු පළාත් කාර්යාලය Northern Regional Office නො.17, කෘෂි සේවා පටුම, නල්ලූර, යාපනය දුරකථන Tel: 070-1585881/021-2222081 විද්‍යුත් තැපෑල e-mail: northern@cgf.gov.lk		දකුණු පළාත් කාර්යාලය Southern Regional Office නො.15, නගර සභා සිරි විවි ගොඩනැගිල්ල, රුල්බරි ටවන්, ගාල්ල දුරකථන Tel: 070-1585882/091-2234683 විද්‍යුත් තැපෑල e-mail: southern@cgf.gov.lk		මධ්‍යම පළාත් කාර්යාලය Central Regional Office පළමු මහල, නො.1059, ගැටිමේ, පේරාදෙණිය දුරකථන Tel: 070-1585883/081-2052256 විද්‍යුත් තැපෑල e-mail: central@cgf.gov.lk									

INTRODUCTORY LETTER OF JOINT VENTURE - TO REGISTER WITH CGF

We, the following companies with valid CIDA registrations intend to form a JV to bid & undertake the following project.

PROJECT :

EMPLOYER :

Company	1	2	3
CIDA Nos			

The parties of the JV agreed to join hands to bid & win a Contract and if awarded to complete the project successfully.

- Due to one or more of the following requirements we formed the JV; The employer request higher grade where the parties of the proposed JV have lower grades and the purpose of join hands is to fulfill the prequalification.
- That we like to join with the other party to obtain the skills of the specialties which we currently do not have to prequalify to bid.
- The Employer insist past experience of the specialty which our company does not have, therefore to join with the other party to fulfill at the pre-qualification.

Under the above situation, parties agreed to the terms of each party and enclosed a certified copy of initial consent/agreement (Certified copy attached) between the parties to form the JV.

Further, the JV will abide with all terms and conditions of CGF and to provide all information related to parties and the JV, the arrangement of resources and to open an exclusive Nominated Bank Account lien to CGF.

If the proposed JV decided to bid, jointly agreed to forward all information require to evaluate the bid application and if CGF found any Risk to consider then to pledge Securities in any form to minimize the risk to an extent.

- If successful in the bid & awarded and intend to obtain the Performance or/and the Advance Payment Guarantee from CGF and before apply to provide formal Registered JV Agreement, CIDA certificate, Financial arrangement, each party obligations and responsibilities together with the arrangement in contract management.
- When apply, will forward the complete application/s, tender results, Letter of Acceptance, the project Cash flow and histogram, source of bridging finance to evaluate together with consent of the Employer of project remittance to the exclusive Nominated Bank Account lien to CGF. During evaluation, if CGF identified Risk factors then to pledge Securities in any form to minimize to an extent such risk.

Therefore, we jointly request to register us, to be eligible to apply the required Bid Bond and if successful the Performance Bond or/and Advance Payment Guarantee.

Accordingly, this letter and the application are to register us as JV and signed by all parties who are jointly and severally liable and abide to prevailing CGF terms & conditions and any others that come in to force in future.

This letter is signed by all parties of the proposed JV.

SGNED BY THE AUTHORIZED PERSON OF THE JV

Proposed Name of JV _____ of _____

LEAD PARTY FOR AN ON BEHALF OF JV

COMPANY REPRESENT	:	DESIGNATION IN THE JV	:
DESIGNATION IN THE COMPANY	:	ADDRESS	:
NAME	:	JV SEAL	:
SIGNATURE			
NIC NO			
MOBILE			
DATE			

PARTIES TO JV

COMPANY REPRESENT		COMPANY REPRESENT	
DESIGNATION IN THE COMPANY		DESIGNATION IN THE COMPANY	
DESIGNATION IN THE JV		DESIGNATION IN THE JV	
NAME		NAME	
SIGNATURE		SIGNATURE	
NIC NO		NIC NO	
MOBILE		MOBILE	
DATE	COMPANY SEAL	DATE	COMPANY SEAL

IN MY PRESENCE SIGNED. ATTESTED BY ATTORNEY- AT- LAW

SIGNATURE :

NAME :

BASL NO : SC ENROLMENT NO:

MOBILE : LAND :

EMAIL :

ADDRESS : SEAL:

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අද දින වන විට අත ඇති වැඩ හා ඉදිරිපත් කළ හා ඉදිරිපත් කිරීමට යෝජිත ලංසු තොරතුරු (පසුගිය වසර 02 තුළ)
WORK IN HAND - AS AT TODAY AND PROJECTS ALREADY BID AND BIDDING UNDER PROCESS (During last 02 years)

A අද දින වන විට අත ඇති වැඩ

CIDA වාර්තා පොතේ "වැඩ විස්තරය" යටතේ වැඩ ආරම්භය හා නිමකිරීමේ තොරතුරු සඳහන් පිටු අමුණන්න (පිටපත)

WORK IN HAND - AS AT TODAY

Please attach pages (copies) of CIDA Reccord Book for "Reccord of Work" as filled at the time of commencement & completion

අ. අ. S N	ව්‍යාපෘතිය Project	කාර්යසාධන/ අත්තිකාරම් ඇපකර ලබාගත් ආයතනය Source of Performance/ Advance Guarantee	සේවා යෝජකයා Employer	ව්‍යාපෘති වටිනාකම රු.(මි) Contract Value Rs(M)	අද දිනට ප්‍රගතිය Progress as at today		වර්තමාන තත්වය (පහත සටහන බලන්න*) Present Status (See note below*)	නිම කිරීමට බලාපොරොත්තු දිනය Expected date of Completion	වෙනත් කරුණු Remarks
					භෞතික % Physical %	මූල්‍යමය රු.(මි) Financial Rs(M)			

B ඉදිරිපත් කළ හා ඉදිරිපත් කිරීමට යෝජිත ලංසු සහ ප්‍රධානය කිරීමට යෝජිත හා සුදුසුකම් ලත් ලංසු තොරතුරු

PROJECTS ALREADY BID & BIDDING UNDER PROCESS AND PROPOSED TO AWARD & ELIGIBLE BIDS

අ.අ. S N	ව්‍යාපෘතිය Project	ලංසු ඇපකර ලබාගත් ආයතනය Source of Bid Bond	සේවායෝජක Employer	ව්‍යාපෘති වටිනාකම රු.(මි) Contract Value Rs(M)	වර්තමාන තත්වය (පහත සටහන බලන්න*) Present Status (See note below*)	වැඩ ආරම්භ කළ හැකි වකවානුව (මාසය) Commencement will be (Month)	වෙනත් කරුණු Remarks

සටහන: ඉල්ලා සිටියහොත් බිල්පත් ගෙවීම් සාරාංශ ඉදිරිපත් කළ යුතුයි .

Note : If requested, please be ready to forward summary of Bill Payments

.....

දිනය Date

.....

කොන්ත්‍රාත්වරයාගේ අත්සන Signature of the Contractor

සටහන /NOTE

වර්තමාන තත්ත්වය: 1.ප්‍රදානය කිරීමට අපේක්ෂිත 2.සුදුසුකම් නොලත් 3.සුදුසුකම් ලත් 4.ප්‍රදානය කරන ලද 5.ක්‍රියාත්මක වෙමින් පවති 6.සේවායෝජකයා විසින් අවසන් කරන ලදී 7.අන්‍යෝන්‍ය වශයෙන් අවසන් කරන ලද 8.වැඩ අත්හිටුවීම 9.සම්පූර්ණයි 10.සම්පූර්ණ කර භාර දෙන ලදී 11.සම්පූර්ණ කළ සහ DLP කාලය

Present status:1.Pending for award 2.Not qualified 3.Qualified 4.Awarded 5.Ongoing 6.Terminated by Employer 7.Mutually Terminated 8.Suspention of work 9.Completed 10.Completed & handed over 11.Completed & DLP period

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Sample letter to obtain bank reconfirmation of current status of the customer accounts/facilities.
(To be typed on the Bank letterhead please)

CGF/004/BALET 24R1

Date:
Construction Guarantee Fund
"Savsiripaya",
123, Wijerama Mawatha
Colombo 07

Dear Sir,

CONFIRMATION OF THE CUSTOMER ACCOUNTS/FACILITIES AND THE CURRENT STATUS

This is to confirm that the following named our customer with registered office given here maintain following Current/Savings Accounts, deposits with our bank approved the under mentioned facilities.

Customer Name :
Company Name :
Registered Address :

AVAILABLE CREDIT FACILITIES AS AT TODAY

Against FD	: Total Rs. (M)	Balance Rs.	as at
Assets Base (Mortgage)	: Total Rs. (M)	Balance Rs.	as at
For Short Term loans	: Total Rs. (M)	Balance Rs.	as at
For Long Term loans	: Total Rs. (M)	Balance Rs.	as at
T. Overdraft (TOD)	: Total Rs. (M)	Balance Rs.	as at
P. Overdraft (POD)	: Total Rs. (M)	Balance Rs.	as at
Any other financial facilities available	:		
			
			

This letter has been issued at the request of our customer please.
Thank You.
Yours faithfully,

.....
Authorized Signatory of the Bank and staff code
Name :
Designation :
Bank :

Bank Seal

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