



BOND PROPOSAL FORM

PLEASE COMPLETE THIS FORM IN BLOCK LETTERS

1. Business Name & Address: _____

Tel: _____ Fax: _____

Cell: _____ Email: _____

Location of Office _____

GPS Address: _____

Tel: _____ Cell: _____

2. Name and Address of Employer / Beneficiary / Applicant's Clients: _____

Email Address _____

Location of Office _____

GPS Address: _____

Tel: _____

3. Full description of contract and work to be carried out: _____

4. Location of work site(s): _____

5. Total contract value: _____

6. Proposed commencement and proposed completion dates of contract: _____

7. Maintenance / Defect Liability Period (Where applicable) _____

8. Date of establishment of Company: _____

9. Has any director or partner ever been bankrupt or compounded with his creditors?

Yes / No If yes please give full details: _____

10. Has the Company ever experienced any difficulty in completing any contract?

Yes / No If yes please give full details: _____



BOND PROPOSAL FORM

PLEASE COMPLETE THIS FORM IN BLOCK LETTERS

11. Please provide full details of your experience in this type of contract (copies of completion certificates over the Past 3 years to be attached): _____

b. Please provide Statement of Account of the Company for the past three years.

12. Type of bond required: _____

13. Amount of Bond: _____

14. Duration and effective date of the Bond: _____

15. Name and Address of Applicant's Bankers: _____

16. Please indicate if company has enough funds to start the project or will work with a loan. State values: _____

17. Has there been any facility agreement from the Lending Institution / Bank?
If yes, please indicate: _____

18. Have you ever proposed for or been under any bond? If yes, please state:

(i) Surety(ies): _____

(ii) Type of Bond(s): _____

(iii) Name of Project(s): _____

19. Has any proposal ever been refused? Yes / No

If yes please give reason: _____

20. Have you ever had a contract terminated by your clients? Yes /No

If yes give details: _____

21. Is this bond the only security to be taken in respect of this contract? Yes / No

If no, please give name of any other surety and corresponding value(s): _____

22. Has there been any default and/or a call on any bond taken by you?



BOND PROPOSAL FORM

PLEASE COMPLETE THIS FORM IN BLOCK LETTERS

23. Indicate all contracts currently Performed and at hand:

EMPLOYER	NATURE OF WORK	CONTRACT VALUE	COMMENCEMENT DATE	COMPLETION DATE

24. Name applicant's representative who will be signatory to the bond:

Name: _____ Designation: _____

25. Provide details of two additional Directors / Shareholders:

Name: _____ Designation: _____ Tel: _____

Name: _____ Designation: _____ Tel: _____

26. What other contracts are currently tendered and not yet awarded. Please state person/body for whom contract is to be undertaken and nature of work to be done.

27. Please attach lists of:

(i) Equipment owned by you for use in connection with this project

(ii) Equipment you intend purchasing for this contract showing

(a) Item _____

(b) Description, size, capacity etc. _____

(c) Condition _____



BOND PROPOSAL FORM

PLEASE COMPLETE THIS FORM IN BLOCK LETTERS

28. Applicant's free assets (evidence of ownership to be provided):

Please Note: The following documents / Information is required

- (a) Certificate of Incorporation
- (b) Certificate of Commencement
- (c) Company Profile
- (d) Companies' Regulations/Constitution
- (e) A copy of contract signed with applicant's client / Contract Award Letter
- (f) Audited accounts for the past three years
- (g) Statement of Affairs of Company
- (h) Board Resolution approving and supporting this Application
- (i) Directors and Managers Experience records – Company Profile
- (j) Directors Financial Status (Provide Bank Statement)
- (k) Contract Funding Details
- (l) Counter Indemnity (wording to be provided by Prime Insurance)
- (m) Contractors All Risks Policy / Erection All Risks Policy (where applicable)

DECLARATION:

I/ We hereby confirm that the above statements represent the true position as at the date shown in accordance with the information made available to me/us.

Signature of Applicant: _____ Date: _____

FOR PRIME INSURANCE COMPANY OFFICE USE:

PREMIUM Ref No. _____ (GH¢) Agency: _____	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center; border-bottom: 1px solid black;">TYPE OF BOND</td> <td style="width: 15%; text-align: center; border-bottom: 1px solid black;">Rate (%)</td> <td style="width: 52%; text-align: center; border-bottom: 1px solid black;">Amount</td> </tr> <tr> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> <td style="border-bottom: 1px solid black;"> </td> </tr> </table>	TYPE OF BOND	Rate (%)	Amount			
TYPE OF BOND	Rate (%)	Amount					

APPROVAL