



# **PROPOSAL FOR ADVANCE PAYMENT/MOBILIZATION, GUARANTEE/PERFORMANCE AND RETENTION BONDS**

## **DETAILS OF THE PROPOSER**

Full name of Proposer (Contractor): .....

Postal Address: .....

Occupation/Profession: .....

Telephone No.:..... Fax:..... E-mail:.....

Location of Proposer's Office .....

Date of Incorporation ..... Issued Share Capital.....

## **TYPE OF BOND(S) REQUIRED**

*Kindly tick the appropriate box below:*

- Advance Payment Bond     
  Advance Mobilization Bond     
  Guarantee Bond  
 Performance Bond     
  Retention Bond

1. Please provide the details of the bond(s) required below:

Bond Type	Percentage of Contract Price	Bond Value	Validity	
			From	To

## **DETAILS OF PROPOSER'S SOLICITOR, ACCOUNTANT, CONSULTING ENGINEER AND BANKER**

1. Solicitor's Details: i. Name of Firm .....

ii. Address .....

iii. Name of Contact Person .....Tel. No. .... Fax No.....

2. Accountant's Details: i. Name of Firm .....

ii. Address .....

iii. Name of Contact Person .....Tel. No. .... Fax No.....

3. Name and Address of Consulting Engineers .....

4. Name and Address of Bankers .....

5. i. Name of Beneficiary of the bond .....

ii. Address: .....

iii. Name of Contact Person .....Tel. No. .... Fax No.....

If the above is a Main Contract/Management Contract who is the Employer? .....

Name .....

**DETAILS OF CONTRACT**

6. Detailed description of main contract works and their location .....
- .....
- .....
7. Are you the:  Main Contractor  Nominated Sub Contractor  Other (please specify) .....
8. Contract Price ..... Is Variation allowed for labour?  YES  NO  
 Is variation allowed for Material?  YES  NO
- Contract Period from ..... to ..... Defects liability ..... months thereafter
- Terms of payment (including details of any retention) .....
- .....
9. Is the contract required subject to Ghana Law?  YES  NO
- If no, please give details.....

**\* Kindly attach a copy of the bond wording(s) to this proposal. Please note that we can supply our standard wording if necessary.**

**PREVIOUS EXPERIENCE OF PROPOSER**

Please give details of your 4 largest contracts completed during the last 2 years

Employer	Contract Description	Contract Price	Period	
			From	To

10. (i) Are the above representative of the type of contract you would normally undertake  YES  NO
- (ii) If no please give details: .....
11. Please detail your previous and current Bonds (please continue on a separate sheet if necessary)

Bond Issuer	Type of Bond	Recipient	Amount	Term	Redemption Date

12. Work in progress

Employer	Type of work	Location	Contract Price	Value of completed Portion

13. Give details of Collateral being produced .....

14.

<b>PLEASE ANSWER THE FOLLOWING BY STATING WHETHER THE APPLICANT COMPANY:</b>	
Has any unresolved or pending legal or other disputes in existence	NO/YES*
Is engaged or involved in any situation which is likely to result in insolvency or which may cause it to request any postponement of obligations any party.	NO/YES*
Has to the best of your knowledge any Director, Shareholder or Senior Executive who has been a controlling shareholder or director or Senior Executive of a company which has been the subject of a liquidation, receivership or winding up order and whether any of these individuals have been the subject of bankruptcy proceedings.	NO/YES*
Has made known, or whether you are aware of, any change of the present ownership of the Company, or any alterations in its Business, or of the disposal of any fixed assets.	NO/YES*
Has had an application declined by any party to issue the required Guarantee or any Guarantee Bond or Indemnity.	NO/YES*

**CHECK LIST**

<b>INFORMATION REQUIRED</b>	<b>ATTACHED</b>	<b>TO FOLLOW</b>	<b>NOT APPLICABLE</b>
Certificate of Incorporation			
Commencement of Business Certificate			
Accounts (Last Three Years) If Available			
Company's Code Regulation			
CV's of directors			
Copy of the Contract			
Land Certificate/Indenture			
Valuation/Engineer's Report			

**DECLARATION BY PROPOSER**

I/We hereby declare that the above particulars and statements are true, correct and complete and contain all information to me/us affecting the risk to be insured, and that this and any other written statement made by me/us or on my/our behalf for the purpose of the proposed insurance shall be held to be promissory and of continuing effect, and shall form the basis of and be deemed to be incorporated in the contract between Vanguard Assurance Company Limited and me/us. I/We further agree to accept the insurance on the terms and conditions set forth in the Company's Policy and to pay the premiums charged.

**Proposer's Signature:..... Date of Proposal:..... Agent/Broker Name:.....**