

## Application for a Construction Guarantee

### Notice:

This application form is intended for a specific construction guarantee request where a contract has been awarded.

To avoid delays you are requested to complete the form in full including estimated contract start and end dates.

### Instructions:

1. Print pages 2 to 5 of this questionnaire.
2. Complete the questionnaire and email it back to PCBS with the following:
  - a. Letter of award/appointment or Purchase Order
  - b. Tender list or Bill of Quantities
  - c. A copy of the underlying contract **may** be requested by your Underwriter
  - d. A copy of the Joint Venture Agreement where applicable.

### Applicant

|                      |  |                   |              |
|----------------------|--|-------------------|--------------|
| Registered name:     |  |                   |              |
| Facility number:     |  |                   |              |
| Address:             |  |                   | Postal code: |
|                      |  |                   |              |
| Registration number: |  | VAT number:       |              |
| Contact name:        |  | Telephone number: |              |
| E-mail address:      |  | Mobile number:    |              |

**Contract Details**

|   |  |   |                  |   |
|---|--|---|------------------|---|
| 1. Guarantee in favour of                                     |  |   |                  |   |
| Physical address:   |  |   |                  |   |
|   |  |   | Postal code:     |   |
| Postal address:   |  |   |                  |   |
|   |  |   | Postal code:     |   |
| Contact person at employer                                    |  |   |                  |   |
| Email address of employer                                     |  |   |                  |   |
| Contact number(s) of employer                                 |  |   |                  |   |
| 2. Consulting architect/engineer                              |  |   |                  |   |
| Quantity surveyor   |  |   | Telephone number |   |
| Quantity surveyor email                                       |  |   |                  |   |
| 3. Contract number  |  |   |                  |   |
| 4. Description of contract (exact wording as it is to appear) |  |   |                  |   |
|   |  |   |                  |   |
| Location of contract  |  |   |                  |   |
| 5. Contract value   | R  | i. % of value to be subcontracted       | %                |   |
| 6. Guarantee value  | R  | ii. Will subcontractors give guarantee? | Y                | N |
| 7. Contract dates   | Construction start                       |   |                  |   |
|   | Complete                                 |   |                  |   |
|   | Is maintenance covered by the guarantee? |   | Y                | N |
|   | Maintenance start                        |   |                  |   |
|   | Complete                                 |   |                  |   |

|   |                |           |                       |                 |                 |   |
|---|----------------|-----------|-----------------------|-----------------|-----------------|---|
| 8. Type of guarantee  | Performance    | Retention | Advance               | Other (specify) |                 |   |
| 9. Guarantee wording  |                |           |                       | Attached        | Y               | N |
| 10. Date guarantee is required  |                |           |                       |                 |                 |   |
| 11. Conditions of contract  |                |           |                       |                 |                 |   |
| 12. Next tenderers for this contract (or attach tender list)              | Name           |           |                       | Price           |                 |   |
|   | 1.             |           |                       | R               |                 |   |
|   | 2.             |           |                       | R               |                 |   |
|   | 3.             |           |                       | R               |                 |   |
|   | 4.             |           |                       | R               |                 |   |
| 13. Expected profit %: gross  |                |           |                       |                 |                 | % |
| 14. Existing guarantees   |                |           |                       |                 |                 |   |
| Name of bank/insurer  | Facility limit |           | Guarantee outstanding |                 | Rate charge     |   |
|   | R              |           |                       |                 | %               |   |
|   | R              |           |                       |                 | %               |   |
|   | R              |           |                       |                 | %               |   |
| How secured?  |                |           |                       |                 |                 |   |
| 15. List of creditors (please provide a list of your 5 biggest creditors) |                |           |                       |                 |                 |   |
| Institution/Creditor  | Account number |           | Amount outstanding    |                 | Contact details |   |
|   |                |           |                       |                 |                 |   |
|   |                |           |                       |                 |                 |   |
|   |                |           |                       |                 |                 |   |
|   |                |           |                       |                 |                 |   |
|   |                |           |                       |                 |                 |   |

**Most recent contract completed and contracts in progress**

|   | <b>1</b> | <b>2</b> | <b>3</b> |
|---|----------|----------|----------|
| 1. Date completed   |          |          |          |
| 2. Employer/Principal                                     |          |          |          |
| 3. Contract description                                   |          |          |          |
| 4. Contract location                                      |          |          |          |
| 5. Final contract value                                   |          |          |          |
| 6. Completion certificate issues? Yes or No               |          |          |          |
| 7. Final certificate issued? Yes or No                    |          |          |          |
| 8. Amount of retention money outstanding                  |          |          |          |
| 9. Amount of claims outstanding                           |          |          |          |
| 10. Amount of penalties imposed                           |          |          |          |
| 11. Amount or percentage of final profit/loss on contract |          |          |          |
| 12. Guarantee provided (value)                            |          |          |          |
| Name of bank/insurer                                      |          |          |          |
| When due for return                                       |          |          |          |
| 13. Principal agent/engineer                              |          |          |          |
| Contact name  |          |          |          |
| Telephone number  |          |          |          |

**Declaration**

I/We hereby declare that the details and information furnished in this application, to the best of my/our knowledge, fairly represent the true state of affairs of the company/business and I/we authorise the verification of any aspect of this application. I/we have not concealed any material fact relevant to this application.

In addition, I/we consent to the transfer of that information to the insurers and reinsurers including those outside of the Republic of South Africa. For the purpose of approval of this application, PCBS's appointed Quantity Surveyor may also verify the contract pricing.

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Signature

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Date

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Full Name  
(Being duly authorised to sign this document)

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Designation