



BID BOND REQUEST FORM

PROJECT INFORMATION

Company: _____ Today's Date: _____

Company Address: _____ Contact: _____

Obligee (Project Owner) Name: _____

Obligee Address: _____

Obligee Contact (Name & phone): _____ Email: _____

Name of Job (Exact Title): _____

Job Location: _____

Job Description/Scope: _____

Estimated Bid Amount: \$ _____

Engineer's Estimate: \$ _____

Estimated Start Date: _____

Current Estimated Cost to Complete Backlog: \$ _____

Estimated Completion Date: _____

Liquidated Damages (LDs): \$ _____/day

Warranty Period: _____

Covered By Manufacturer? Yes No

Contractor's Guarantee Period(s): _____

Maintenance Bond & Term: _____

Breakdown: Labor: _____ % or \$ _____

Materials: _____ % or \$ _____

Subs: _____ % or \$ _____

Profit: _____ % or \$ _____

Haz Mat: scope of work: _____ % or \$ _____

List Major Subcontractors	Amount	Sub Bonded
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

Bond Forms: Attached None ProvidedShipping Instructions: **UPS:** Next Day 2nd Day FedEx/UPS Acct #: _____**FED EX** 1st Overnight Priority Standard Hold Station/location: _____

BID BOND INFORMATION

Bid Date and Time: _____ Bid Bond Amount: _____ % or \$ _____

Need bonds by: (date) _____

REQUIRED DOCUMENTS

Invitation to bid

Instruction to bidders

Notice to Bidder

Specifications to include: Copy of the contract, General Conditions, Bid, Performance, Payment & Maintenance bond forms