

Date: [Insert Date]

To:

[Name of Beneficiary/Employer]

[Address of Beneficiary]

Ref: Bid Bond Guarantee No: [Insert Guarantee Number]

The Applicant: [Insert Name of Bidding Company]

The Project: [Insert Project Name and Tender Reference Number]

Guarantee Amount: [Insert Currency and Amount in Figures and Words]

We, [Name of Issuing Bank/Insurer], having our registered office at [Address of Bank], hereby irrevocably and unconditionally undertake to pay you, the Beneficiary, any amount up to the maximum sum of [Insert Amount] upon receipt of your first written demand.

Your demand for payment must include a statement signed by your authorized representative stating that the Applicant is in breach of their obligations under the Tender conditions, specifically that the Applicant has:

- Withdrawn their bid during the period of bid validity; or
- Failed to sign the Contract Agreement after being awarded the tender; or
- Failed to provide the required Performance Bond within the specified timeframe.

This guarantee shall remain valid until [Insert Expiry Date or Event]. Any claim under this guarantee must be received by us at this office on or before that date.

This guarantee is subject to [Insert Governing Law, e.g., the Uniform Rules for Demand Guarantees (URDG) 758].

Yours faithfully,

[Authorized Signature]

[Name and Title of Signatory]

[Name of Issuing Bank/Institution]

[Seal/Stamp]