

# Attachment E

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## Bid Bond Form

**Attachment E**

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

|  |   |   |                           |                  |
|--|---|---|---------------------------|------------------|
| <b>PROPOSAL BOND</b><br>(See Instructions on 2 <sup>nd</sup> page) | <b>Date Bond Executed:</b><br>(Must Not be Later Than Bid Opening Date) |   |                           |                  |
| <b>PRINCIPAL (Legal Name and Address)</b>                          | <b>TYPE OF ORGANIZATION ("X")</b>                                       |   |                           |                  |
|  | <input type="checkbox"/> <b>INDIVIDUAL</b>                              | <input type="checkbox"/> <b>PARTNERSHIP</b> |                           |                  |
|  | <input type="checkbox"/> <b>JOINT VENTURE</b>                           | <input type="checkbox"/> <b>CORPORATION</b> |                           |                  |
|  | <b>STATE OF INCORPORATION</b>   |   |                           |                  |
| <b>SURETY(IES) (Name(s) and Address(es))</b>                       | <b>PENAL SUM OF BOND</b>  |   |                           |                  |
|  | <b>AMOUNT NOT TO EXCEED</b>   |   |                           | <b>5% OF BID</b> |
|  | <small>MILLION(S)</small>   | <small>THOUSAND(S)</small>                  | <small>HUNDRED(S)</small> |                  |
|  | <b>PROPOSAL IDENTIFICATION</b>  |   |                           |                  |
| <b>PROPOSAL CLOSING DATE</b>                                       |   | <b>REQUEST FOR PROPOSAL NO.</b>             |                           |                  |

KNOW ALL MEN BY THESE PRESENTS, that we, the Principal and Surety(ies) hereto are firmly bound to the District of Columbia Government, a municipal corporation, hereinafter called "the District", in the above penal sum for the payment of which we bind ourselves, our heirs, executors, and successors, jointly and severally; Provided that, where the Surety(ies) are corporations acting as co-sureties, we, the Sureties, bind ourselves in such sum "jointly" and "severally" only for the purpose of allowing a joint action against any or all of us, and for all other purposes each Surety bonds itself, jointly and severally with the Principal, for the payment of such sum only as is set forth opposite the name of such Surety, but if no limit of liability is indicated, the limit of liability shall be the full amount of the penal sum.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted the bid identified above. NOW THEREFORE, if the Principal shall not withdraw said bid within the period specified therein after the receipt of the same, or, no period be specified, within ninety (90) calendar days after said receipt, and shall within the period specified therefore, or, if no period be specified, within ten (10) calendar days after being called upon to do so, furnish Performance & Payment Bonds with good and sufficient surety, as may be required, for the faithful performance and proper fulfillment of the Contract, and for the protection of all persons supplying labor and material in the prosecution of the work provided for in such Contract or, in the event of withdrawal of said bid, within the period specified, or the failure to furnish such bond within the time specified, if the Principal shall pay the District the difference between the amount specified in said bid and the amount for which the District may procure the required work and/or supplies, if the latter amount be in excess of the former, then the above obligations shall be void and of no effect, otherwise to remain in full force and virtue. Each Surety executing this bond hereby agrees that its obligation shall not be impaired by extension(s) of time for acceptance of the bid that the Principal may grant to the District, notice of which extension(s) to Surety (ies) being hereby waived: Provided that such waiver of notice shall apply only with respect to extensions aggregating not more than sixty (60) calendar days in addition to the period originally allowed for acceptance of the bid.

IN WITNESS WHEREOF, the Principal and Surety (ies) have executed this bid bond and have affixed their seals on the date set forth above.

|                                 |                                 |                       |
|---------------------------------|---------------------------------|-----------------------|
| <b>PRINCIPAL</b>                |                                 |                       |
| <b>1. SIGNATURE</b>             | <b>1. ATTEST</b>                | <b>Corporate Seal</b> |
| <b>Seal</b>                     |                                 |                       |
| <b>Name &amp; Title (typed)</b> | <b>Name &amp; Title (typed)</b> |                       |
| <b>2. SIGNATURE</b>             | <b>2. ATTEST</b>                | <b>Corporate Seal</b> |
| <b>Seal</b>                     |                                 |                       |
| <b>Name &amp; Title (typed)</b> | <b>Name &amp; Title (typed)</b> |                       |

## CERTIFICATE AS TO CORPORATION

I, \_\_\_\_\_, certify that I am \_\_\_\_\_, Secretary of the Corporation, named as Principal herein, that \_\_\_\_\_, who signed this bond, on behalf of the Principal, was then of said Corporation; that I know his signature, and his signature thereto is genuine; that said bond was duly signed and sealed for and in behalf of said Corporation by authority of its governing body, and is within the scope of its corporate powers.

\_\_\_\_\_  
Secretary of Corporation

### SURETY(IES)

|                               |                        |                 |                |
|-------------------------------|------------------------|-----------------|----------------|
| 1. Name & Address (typed)     | State of Inc.          | Liability Limit | Corporate Seal |
| Signature of Attorney-in-Fact | Attest (Signature)     |                 |                |
| Name & Address (typed)        | Name & Address (typed) |                 |                |
| 1. Name & Address (typed)     | State of Inc.          | Liability Limit | Corporate Seal |
| Signature of Attorney-in-Fact | Attest (Signature)     |                 |                |
| Name & Address (typed)        | Name & Address (typed) |                 |                |

### INSTRUCTIONS

1. This form shall be used whenever a bid guaranty is required in connection with construction, alteration and repair work.
2. Corporations name should appear exactly as it does on Corporate Seal and inserted in the space designated "Principal" on the face of this form. If practicable, bond should be signed by the President or Vice President; if signed by other official, evidence of authority must be furnished. Such evidence should be in the form of an Extract or Minutes of a Meeting of the Board of Directors, or Extract of Bylaws, certified by the Corporate Secretary, or Assistant Secretary and Corporate Seal affixed thereto. CERTIFICATE AS TO CORPORATION must be executed by Corporate Secretary or Assistant Secretary.
3. Corporations executing the bond as sureties must be among those appearing on the U. S. Treasury Department's List of approved sureties and must be acting within the limitations set forth therein, and shall be licensed by the Insurance Administration, Department of Consumer and Regulatory Affairs, to do business in the District of Columbia. The surety shall attach hereto an adequate Power-Of-Authority for each representative signing the bond.
4. Corporations executing the bond shall affix their Corporate Seals. Individuals shall sign full first name, middle initial and last name opposite the word "seal", two witnesses must be supplied, and their addresses, under the word "attest". If executed in Maine or New Hampshire, an adhesive seal shall be affixed.
5. Names of all partners must be set out in body of bond form, with the recital that they are partners composing a firm, naming it, and all members of the firm shall execute the bond as individuals. Each signature must be witnessed by two persons and addresses supplied.