

ICBANK BANK CONTRACTORS GUARANTEES & BONDS PROGRAM**Client Information Document****1. Introduction**

ICBANK provides a full range of **bank guarantees and bonding instruments** to support contractors, developers, and project owners. These instruments are commonly required in tendering, contract execution, and project financing environments.

2. Types of Instruments

ICBANK can issue the following:

- **Bid Bond**
- **Performance Bond**
- **Advance Payment Guarantee (APG)**

These instruments may be issued either in **hard copy format** or via **SWIFT network** depending on client and beneficiary requirements.

3. Required Documentation**Applicant**

- Company registration documents
- Authorized signatory details

Project / Contract

- Development contract or agreement
- Tender documents (for bid bond)
- **Bid bond conditions** (from developer)
- **Guarantee wording** (for performance / APG)

4. Issuance Methods**A. Hard Copy Issuance****Bid Bond**

- Fee: **1.5% (paid upon contract signing)**
- Minimum amount: **USD 500,000**

Performance Bond / Advance Payment Guarantee

- Fee: **5% total**
 - **1% upon contract signing**
 - **4% upon delivery of hard copy**
- Minimum amount: **USD 500,000**
- Validity: aligned with **project execution period** (not fixed term)



Processing Time (Hard Copy)

- Issuance: **1–2 working days after contract signing**
- Delivery: via courier to agent (timeline depends on shipping)

B. SWIFT Issuance

- Issued via SWIFT messaging network

Instrument Types:

- **MT760** → Bank Guarantee / Performance / APG
- **MT799 / MT999** → Bid Bond / pre-advice / support instruments

Fee:

- **8% (standard) to be fully paid when signing the contract.**

Validity:

- Standard validity: **1 year**
- Extension: **5% per additional year**

5. Processing Workflow

1. Client submits required documents
2. ICBANK reviews:
 - Contract
 - Guarantee wording
 - Risk parameters
3. Approval issued
4. Client pays applicable fees
5. Instrument issued (Hard copy or SWIFT)

6. Instrument Conditions

- All guarantees are issued in accordance with:
 - Project contract requirements
 - Beneficiary wording
 - International banking standards
- Final wording must be:
 - Approved by ICBANK
 - Aligned with risk and compliance policies

7. Validity & Execution

- Validity period is determined by:
 - Project duration



- Contractual obligations
- Instruments remain valid until:
 - Expiry date, or
 - Formal release by beneficiary

8. Issuance & Delivery

- Documents issued as **authenticated hard copy**
- Delivered via:
 - Authorized agent, or
 - Direct delivery to beneficiary
- In addition:
 - **Soft copy will be provided to:**
 - Nominated beneficiary
 - Bank officers
 - Any institution designated by the client

9. Risk & Return Obligations

Counter-Guarantee / Security

- ICBANK reserves the right to request **collateral, counter-guarantee, or financial backing** based on project risk and applicant profile

Return of Original Instruments

- Upon completion of the project or fulfilment of contractual obligations, the client must **return all original guarantees/bonds** to ICBANK
- Return may be made:
 - Directly to the bank, or
 - Through the authorized agent
- This is required for proper **closure and release of liability**

10. Compliance Note

All guarantees and bonds are subject to internal compliance, risk assessment, and international banking regulations.

ICBANK – Guarantee Solutions. Contract Security. Global Confidence.

