

Bid Bond instructions

General: Bid guarantees are required on all projects to bind the surety to a payment to the Secretary of the Department of Transportation within the face amount of the bond, if the successful bidder does not sign the contract. The bid bond form and bid bond need not be completed if the bidder tenders a certified check as a bid guarantee. In lieu of the bid bond or proposal guaranty check, the bidder has the option of utilizing an "Annual Bid Bond" under WisDOT Bureau of Highway Operations and construction procedures.

Procedure:

1. Format the "Bid Bond" and "Certificate of Annual Bid Bond" so as to assure a uniform arrangement and appearance with the Bureau's standard.
2. Fill-in the fields as appropriate.
3. Include in the bound Proposal for all projects in the event the bidder chooses to use a bid bond or Annual Bid Bond.

NOTE: Signature blocks should not appear alone on the last page. Adjust the pages, if necessary, to also appear on last page.