



Borehole Drilling Contract Review Form



Intro/Purpose	In Contract	Page	Notes
Contract purpose / objective	☐		
Contract name	☐		
Contract number (if any)	☐		
Contract date	☐		

Legalities / Relationship definition	In Contract	Page	Notes
Legal entities clearly indicated (e.g. This contract is between Client and Contractor)	☐		
Legal capacities of each party	☐		
Declaration of services (e.g. Client engages the Contractor for the services of __ in exchange for __)	☐		

Scope / Deliverables	In Contract	Page	Notes
Scope of services	☐		
Number of boreholes	☐		
Borehole locations (site name / coordinates)	☐		
Reference to site selection procedures	☐		
Construction standards referenced (National or international standard such as NGWA should be referenced)	☐		

Payment	In Contract	Page	Notes
Contract value	☐		
Forms of payment	☐		
Payment terms	☐		
Successful borehole according to bill of quantities	☐		
Low yielding borehole payment terms	☐		
Dry borehole	☐		
Does not meet water quality standards (*as outlined in the ToR/Bid)	☐		
Fines / fees for late delivery and or breach of contract (sub quality work)	☐		

Timeline	In Contract	Page	Notes
Start Date	☐		
Schedule of works	☐		
Work hours / days	☐		

Modifications	In Contract	Page	Notes
Contract modification terms	☐		

	Obligations and Responsibilities	In Contract	Page	Notes
Obligations and responsibilities of the Client	Licenses	☐		
	Permits	☐		
	Site access	☐		
	Supervision	☐		
	Communication	☐		
	Payment	☐		
Obligations and responsibilities of the Contractor	Licences	☐		
	Permits	☐		
	Mobilization	☐		
	Personnel (drill team)	☐		
	Site safety	☐		
	Personal safety	☐		
	Works per ToR / Quote	☐		
	Drilling methods	☐		
	Verticality	☐		
	Alignment	☐		
	Equipment - fit for service	☐		
	Tool, bits supplies, consumables	☐		
	Materials - in stock, on site, sufficient quantities	☐		

Obligations and responsibilities of the Contractor	Obligations and Responsibilities	In Contract	Page	Notes
	Yield / Pump test	☐		
	Water quality testing	☐		
	Insurances	☐		
	Liabilities	☐		
	Taxes	☐		
	Borehole development	☐		
	Site clean up and restoration	☐		
	Demobilization	☐		

Confidentiality and product rights	In Contract	Page	Notes
Confidentiality	☐		
Rights to works and information	☐		

Force Majeure	In Contract	Page	Notes
Terms and process	☐		

Termination	In Contract	Page	Notes
Terms and process	☐		

Arbitration / Mediation	In Contract	Page	Notes
Terms and process	☐		

Corruption	In Contract	Page	Notes
Anti-bribery / anti-corruption terms and consequences	☐		
United States Foreign Corrupt Practices Act (FCPA) and the Anti-Bribery Act. UK bribery 2010	☐		

Communication	In Contract	Page	Notes
Notifications and agreed upon contact information / means of communication	☐		

Signatures	In Contract	Page	Notes
Declaration and acceptance	☐		
Signatures	☐		
Dates	☐		

Supporting Documentation	In Contract	Page	Notes
Bid / ToR Documentation	☐		
SOP	☐		
National laws / regulations / best Practices (ANSI NGWA 01-14)	☐		
Lithology / cutting sampling	☐		
Annular space - define and minimum	☐		
Surface seal - depth and material	☐		
Down hole products (NSF 61)	☐		
Mud weights	☐		
Filter pack / formation stabilizer / backfill	☐		
Casing type / centralization	☐		
Screen type and placement	☐		
Black casing in screen for pump set	☐		
Development	☐		
Site selection	☐		
Technical Specifications	☐		
Bill of Quantities	☐		
Borehole design	☐		
Contractor Quote	☐		
Engineering diagrams	☐		