**TEMPLATE GEN 2-1: Declaration of Impartiality and Confidentiality**

(For all Procurements of EUR 300 and above)

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| *Where you see:* **(Note:….)** *this is just a guidance for you and you shall delete these notes from the document.*  *Where you see <…> please enter information.*  *Options are marked* (Option:…)   ***Where this appears*** [insert ] ***it is the supplier who shall insert information.*** |

**DECLARATION OF IMPARTIALITY AND CONFIDENTIALITY**

**Procurement Committee Members**

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| --- | --- |
| Project id: |  |
| Project title:  |  |
| Lot or tender no.: |  |

I, the undersigned, hereby declare that I agree to participate in the Procurement Committee and in the evaluation of quotations/proposals and tenders under the above-mentioned project. By signing this declaration, I confirm that I have familiarity with the information available to date concerning the donor rules and regulations and the procurement procedures described in the Procurement Manual. I further declare that I shall execute my responsibilities honestly, fairly and impartial.

I am independent of all parties which stand to gain from the outcome of a quotation/proposal or tender evaluation. To the best of my knowledge and belief, there are no facts or circumstances, past or present that could arise in the foreseeable future, which might call into question my independence in the eyes of any party. Should it become apparent during the course of an evaluation that such a relationship exists or has been established, I will immediately cease to participate in the Procurement Committee.

I agree to hold in trust and confidence any information or documents ("confidential information") disclosed to me, discovered by me, or prepared by me in the course of or as a result of the procurement procedure and agree that it shall be used only for the purposes of the procurement procedure and shall not be disclosed to any third party. I also agree not to retain copies of any written information or prototypes supplied.

Confidential information shall not be disclosed to any employee or expert unless they agree to execute and be bound by the terms of this declaration.

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| **Name:** |  |
| **Signature:**  |  |

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