## Declaration of Personal & Legal circumstances

**THIS DECLARATION, DULY COMPLETED, MUST BE SUBMITTED BY ALL BIDDERS**

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| **Name of bidder:** |  |
| **Address:** |  |
| **Country:** |  |
| THIS FORM MUST BE COMPLETED AND SIGNED BY A DULY AUTHORISED OFFICER OF THE BIDDER’S ORGANISATION | |
| By submitting an offer under this request for quotation XXX, the bidder hereby asserts that the following statements are correct at the time of submission; and further undertakes to inform SELF HELP AFRICA of any changes in status of these matters. | |
| The bidder is not bankrupt or is being wound up, neither are its affairs are being administered by the court nor has entered into an arrangement with creditors or has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulation.  The bidder is not the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or for an arrangement with creditors or of any other similar proceedings under national laws and regulations.  Neither the bidder, a Director or Partner, has been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata nor been guilty of grave professional misconduct in the course of their business.  The bidder has fulfilled all its obligations relating to the payment of taxes or social security contributions in Ireland or any other state or country in which the tenderer is located or doing business.  Neither the bidder, a Director or Partner has been found guilty of: fraud, money laundering, corruption; convicted of being a member of a criminal organisation; nor of serious misrepresentation in providing information to a public buying agency  The bidder has not contrived to misrepresent its Health & Safety information, Quality Assurance information, or any other information relevant to this application. | |

**I certify that the information provided above is accurate and complete to the best of my knowledge and belief.**

**I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders.**

|  |  |
| --- | --- |
| Date |  |
| Name |  |
| Position |  |
| Telephone number |  |
| Signature and full name |  |