

## **Declaration Concerning Conflict of Interest and Confidential Information**

**Conflict of Interest:**

I hereby certify that neither I, nor any member of my immediate family, nor any other party having influence over me, has a material, personal or financial relationship with any bidder, or to a direct competitor of any bidder under consideration by this proposal evaluation committee. I further certify that no other relationship, bias or ethical conflict exists which will prevent me from evaluating any proposal solely on its merits and in accordance with the Request for Proposal's evaluation criteria.

Furthermore, I agree to notify the Agency Project Leader and State Procurement Manager if my personal or financial relationship with one of the bidders is altered at any time during the evaluation process. If I am serving as the Project Leader of record, I agree to advise the State Procurement Manager and my supervisor of any change that could appear to represent a conflict of interest.

**Confidential Information:**

As an evaluation committee member, I may receive materials that have been determined to be confidential. I promise to keep these materials confidential and return all confidential material to the Agency Project Leader.

**Third Party Contact:**

I hereby certify that I will not engage in any contact or communication with any third party, including but not limited to any vendor, bidder, or potential bidder regarding this Request for Proposal or evaluation process. Further, if any such contact or communication should occur, or if I reasonably believe any such contact may have occurred or will occur, I will notify the Agency Project Leader and the State Procurement Manager immediately.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Evaluation Committee Member

\_\_\_\_\_  
RFP Number

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Agency/Department