

Sample Technical Evaluation Impartiality and Confidentiality Declaration

NOTE: Confidential information shall not be disclosed to any member of the evaluation panel or anyone seeing or reviewing the reports from the panel until they agree to execute and be bound by the terms of a Confidentiality Agreement.

EVALUATION PANEL

CONFIDENTIALITY AGREEMENT

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| MCA ENTITY: |  |
| PROJECT NAME: |  |
| PROCUREMENT NO.: |  |

I hereby affirm, under penalty of law that I will comply with the following:

I agree to participate in the evaluation of the above-mentioned procurement. I confirm that I have taken the appropriate steps to familiarize myself with the information available to date concerning this procurement. I shall execute my responsibilities on this evaluation committee honestly and fairly.

I do not have any affiliation with any of the parties submitting a proposal for this procurement. To the best of my knowledge and belief, neither I nor my spouse, dependent child, general partner, or any organization which I am serving as an officer, director, trustee, general partner, or employee, or any person or organization with whom I am negotiating or have an arrangement concerning prospective employment, has a financial or other outside interest that can be affected by any decision I make on this procurement.

To the best of my knowledge, my spouse, dependent child, general partner, or any organization which I am serving (or have served within twelve months from the date of this declaration) as an officer, director, trustee, general partner, or employee, or any person or organization with whom I am negotiating or have an arrangement concerning prospective employment are not parties to and do not represent a party who has an interest in the matter.

I also acknowledge my responsibility to disclose the acquisition of any financial or other outside interest as described above that would be affected by any action I may take on this procurement and to disclose any financial or other outside interest I, or anyone noted above, has in any organization that is competing for award of this procurement.

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

Signature Form

|  |  |
| --- | --- |
| **Name** |  |
| **Signed** |  |
| **Date** |  |