

## BID CLARIFICATION on DECLARATION FORM

Dear Valued Bidders,

You might have noticed that UNICEF recently included Declaration Form in all our tender documents effective from 5<sup>th</sup> of May 2023. All bidders are expected to provide the relevant answers to all the questions in accordance with the facts of your company's context.

As we noticed confusion from some bidders in responding to the declaration form, hereby we would like to provide guidance to ensure correct answers are provided in the declaration form:

Please note by ticking YES in the declaration form, you declare that your company is found **NOT GUILTY** to all questions being asked in the declaration form. As the contrary, by ticking NO in the declaration form, you declare that your company is found **GUILTY** to all questions being asked in the declaration form. For instance, to the 1<sup>st</sup> question of declaration, if you ticked NO, you are confirming to UNICEF that your company has been found doing fraud, corruption, engaged with criminal organization, engaged with money laundering, etc. The same applies to the rest of the questions in the declaration form. Therefore, please read carefully on the questions before providing your answers.

### Declaration

The undersigned, being a duly authorized representative of the Company, represents and declares that:

1.	The Company and its Management: <del>have not been found guilty pursuant to a final judgment or a final administrative decision of any of the following:</del>	YES	NO
	a. fraud	<input type="checkbox"/>	<input type="checkbox"/>
	b. corruption	<input type="checkbox"/>	<input type="checkbox"/>
	c. conduct related to a criminal organisation	<input type="checkbox"/>	<input type="checkbox"/>
	d. money laundering or terrorist financing	<input type="checkbox"/>	<input type="checkbox"/>
	e. terrorist offences or offences linked to terrorist activities	<input type="checkbox"/>	<input type="checkbox"/>
	f. sexual exploitation and abuse;	<input type="checkbox"/>	<input type="checkbox"/>
	g. child labour, forced labour, human trafficking;	<input type="checkbox"/>	<input type="checkbox"/>
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Company or its Management).	<input type="checkbox"/>	<input type="checkbox"/>

UNICEF reserves the right to disqualify the Company, suspend or terminate any contract or other arrangement between the UNICEF and the Company, with immediate effect and without liability, in the event of any misrepresentation made by the Company in this Declaration.

It is the responsibility of the Company to immediately inform the UNICEF of any changes in the situations declared.

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between the UNICEF and the Company.