



Office of Strategic Sourcing and Procurement

Conflict of Interest and Non-Disclosure Certification

To: Mary Ann Harris, Director of Strategic Sourcing and Procurement

From:

Subject: Conflict of Interest/ Disclosure of Information

Contract/PO No.:

Caption:

1. In accordance with the current District laws, regulations, directives and instructions pertaining to conflicts of interest, I hereby certify that:
 - a. I have notified the Contracting Officer of any real or apparent situation or affiliation that may constitute a conflict of interest under referenced laws, regulations, directives and instructions as it pertains to this contract.
 - b. I, my spouse, my minor children, my immediate household members, or my partner, have no interest in or affiliation or association with any individual, firm, or organization, which may benefit from the outcome of this contract.
2. I further certify that I understand my obligations and responsibility under the applicable laws, regulations, directives and instructions not to discuss, divulge or otherwise disclose any information, procedures, correspondence, documentation, evaluation or other data pertaining to this acquisition, except as approved by the Contracting Officer, or as requested by law.
3. I understand that this certification will be made part of the official contract file and does not relieve me of the responsibility for any other disclosure or certification requirements required by law, regulation, or other directives.

Signature (Contract Specialist)

Date



Office of Strategic Sourcing and Procurement
Date

Signature (Contract Officer)

Full-Disclosure Statement

Contract/PO No.:

Caption:

1. Please identify all business relationships and/or major transactions within the last five years with any of the offerors who have submitted proposals pertaining to this contract/solicitation.
2. Please identify all fiduciary relationships within the last five years with any of the Offerors who have submitted proposals pertaining to this contract/solicitation.

I, _____, do hereby certify that the above information is true and correct to the best of my knowledge.



Office of Strategic Sourcing and Procurement

Signature (Contract Specialist)

Date