

APPENDIX 6

FORMAT 1

ACCEPTANCE OF THE CONTRACTUAL TERMS AND CONDITIONS STATEMENT

General Secretariat of the Organization of American States
1889 F Street, N.W., 2th Floor,
Washington, D.C. 20006
USA

Attention: Office of Procurement Services

Subject: GS/OAS BID No. 04.17 – TRAVEL MANAGEMENT
SERVICES FOR THE GS/OAS

I _____, representative of _____ (*Bidder's name*),
declare that that _____ (*Bidder's name*) has read, understood and accepted the
terms and conditions of the Travel Management Services Contract, as per Appendix 3 of the
Request of Proposals of the BID 23/11

Sincerely,

FORMAT 2

CONFLICT OF INTEREST STATEMENT

I _____, representative of _____ (*Applicant's name*),
declare that _____ (*Applicant's name*) does not fall under the following prohibitions:

- a) A staff member of GS/OAS;
- b) Any person who has held the post of Secretary General or Assistant Secretary General, or a position of trust unless the contract is approved by the Secretary General or the Chief of Staff of the Secretary General;
- c) Any delegate, diplomatic representative, or other government employee of an OAS Member State;
- d) Any relative of a GS/OAS staff member above the P-3 level or a relative of any other GS/OAS staff member who has authority to issue the subject contract;
- e) Any relative of a representative or delegate of a Member State to the OAS;
- f) Any person who has entered into a performance contract terminated by GS/OAS for cause under Chapter 8 of the Performance Contract Rules;
- g) Any person employed by an institution that is receiving funds from the GS/OAS as part of a GS/OAS project, except in those cases where the employee is on leave without pay from that institution;
- h) Any person who is legally incompetent; any person who is on trial in a criminal court of any OAS Member State; or any person convicted of a serious criminal offense in one of the Member States;
- i) Any person who has defaulted on and/or failed to perform satisfactorily an existing or previous performance contract or procurement contract with GS/OAS;
- j) Any person who does not have a valid visa to work in the country where the performance contract is to be performed and who cannot obtain one prior to the contract initiation date;
- k) Any elected official of an OAS Organ, unless the performance contract is not for or in relation to the organ on which the official serves.

Sincerely,

(*Printed name and signature of
Applicant's representative*)