**ANNEX B**

 **Formats**

**FORMAT 1**

**ACCEPTANCE OF THE CONTRACTUAL TERMS AND CONDITIONS statement**

General Secretariat of the Organization of American States

1889 F Street, N.W., 4th Floor,

Washington, D.C. 20006

USA

 Attention: DEPARTMENT OF PROCUREMENT SERVICES AND MANAGEMENT OVERSIGHT

Subject: GS/OAS BID No. 03/22 – ENGINEERING SERVICES FOR THE REPLACEMENT OF SERVICE SWITCHBORADS AND MOTOR CONTROL AT THE GENERAL SECRETARIAT BUILDING

 I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Bidder’s name)*, declare that \_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Bidder’s name)* has read, understood and accepted the terms and conditions of the Engineering Services for the Replacement of Service Switchboards and Motor Control Centers at the General Secretariat Building of the Request of Proposals of the Bid 03/22.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORMAT 2**

**Conflict of Interest statement**

General Secretariat of the Organization of American States

1889 F Street, N.W., 4th Floor,

Washington, D.C. 20006

USA

 Attention: DEPARTMENT OF PROCUREMENT SERVICES AND MANAGEMENT OVERSIGHT

Subject: GS/OAS BID No. 03/22 –ENGINEERING SERVICES FOR THE REPLACEMENT OF SERVICE SWITCHBOARDS AND MOTOR CONTROL CENTERS AT THE GENERAL SECRETARIAT BUILDING

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Bidder’s name)*, declare that that \_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Bidder’s name)* is not under the following prohibitions:

1. A staff member of the General Secretariat;
2. Any person who has held the post of Secretary General or Assistant Secretary General, or a position of trust, unless he/she has ceased to hold such post for at least two years;
3. Any delegate, diplomatic representative or other governmental employee of a Member State;
4. Any relative of a senior GS/OAS staff member (P-4 or higher), any relative of a representative or delegate of a Member State, or any relative of any other person involved directly in the execution, evaluation, or direct supervision of the program or project funding the contract;
5. Any person, corporation, partnership, association or other business entity, which has entered into a performance or procurement contract which was terminated by the GS/OAS for cause;
6. Any person legally incompetent, under indictment for a serious crime, on trial for and/or convicted of a serious crime;[[1]](#footnote-1)
7. Any person, corporation, partnership, association, or other business entity, which has defaulted on and/or failed to perform satisfactorily an existing or previous performance or procurement contract of any kind;
8. Any person, corporation, partnership, association or other business entity which under the laws of the Member State where the contract is to be performed is not authorized to provide the goods and/or services covered by the contract;
9. A corporation or other business entity in which any of the persons mentioned in Subsections 1 through 8, above, has more than a 25% ownership interest, or which would involve by employment or otherwise any of the persons or entities described in Subsections 1 through 8, above, in performance of the work covered by a contract;
10. A former staff member of the General Secretariat who signed a currently valid agreement with GS/OAS which provides that the former staff member is ineligible to enter into any form of contract for remuneration with GS/OAS; and
11. A person who is not a national of an OAS Member State.
12. Any person, corporation, partnership, association or other business entity, which is known to be engaged in practices inconsistent with international human rights laws and standards that prevent child labor, sexual exploitation and trafficking in human beings

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FORMAT 4**

**BID 0/22**

**ENGINEERING SERVICES FOR THE REPLACEMENT OF SERVICE SWITCHBOARDS AND MOTOR CONTROL CENTERS AT THE GENERAL SECRETARIAT BUILDING**

**REFERENCES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nº** | **Name and Address of the Company** | **Contact Person** **Telephone, and****e-mail address**  | **Description of Services** | **Amount Billed in USD** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. A serious crime is defined as a felony and/or a crime in which a conviction carries a minimum sentence of one year in jail. However, a conviction for a serious crime in the past will not preclude a person from bidding on/and possibly being awarded a contract if, after a review of the circumstances, the Department of Legal Services concludes that the person is presently qualified to do business with the GS/OAS. [↑](#footnote-ref-1)