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SSRO-C-149 Website re-design, development and maintenance contract

Appendix 7: Conflict of Interest Schedule

[Name of Bidder]

**Appendix 7: Conflicts of Interest Declaration Form**

Provision of: **Website re-design, development and maintenance contract**

**Purpose of declaration**

This Declaration Form is intended to capture actual or potential conflicts of interest relating to suppliers/individuals involved in the aforementioned procurement in order to:

* avoid any distortion of competition and to ensure equal treatment of all companies seeking to do business with the Single Source Regulations Office (“SSRO”); and
* safeguard the interests and assets (including information) of the SSRO.

**Statements**

I am authorised on behalf of [Name of Supplier], of [Company Address] (“**the Supplier**”) to make the following statements:

1. Unless stated otherwise in Annex 1, neither the Supplier, nor any group undertaking (as defined in section 1161 of the Companies Act 2006) in relation to the Supplier, is or proposes to be a primary contractor or a subcontractor under a Qualifying Defence Contract or Qualifying Subcontract as defined in section 14 or 28 (as the case may be) of the Defence Reform Act 2014.
2. Unless stated otherwise in Annex 1, neither the Supplier, nor any group undertaking (as defined in section 1161 of the Companies Act 2006) in relation to the Supplier, has entered into or proposed to enter into a contract with a primary contractor or a subcontractor under a Qualifying Defence Contract or Qualifying Subcontract as defined in section 14 or 28 (as the case may be) of the Defence Reform Act 2014.
3. The Supplier has used all reasonable endeavours to identify whether any director, employee or agent of the Supplier or any of its group undertakings (as defined in section 1161 of the Companies Act 2006), has control over, or business or financial interest in, a company which is a primary contractor or subcontractor under a Qualifying Defence Contractor or Qualifying Subcontract as defined in section 14 or 28 (as the case may be) of the Defence Reform Act 2014 and, unless stated otherwise in Annex 1, confirm that no such control or interest has been identified.
4. The Supplier has reviewed the contract to be entered into with the SSRO, including the obligations in relation to conflicts of interest, and hereby warrants that it shall comply with those obligations in all respects.

Name:

Job Title:

Supplier Name:

Signature: Date:

**Annex 1: Declared interests**

The following interests are being declared on behalf of the Supplier (please include the nature of the interest, the parties involved and the mitigations that will be implemented):

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| --- | --- |
|  | Please answer **YES or NO. If YES,** please provide further details, including the parties involved and the mitigations that will be implemented to prevent a conflict of interest arising and to safeguard the interests/information assets of the SSRO. |
| Is your company, or does your company propose to be, a defence contractor or subcontractor under a Qualifying Defence Contract (QDC) or Qualifying Subcontract (QSC) as defined in sections 14 and 28 of the Defence Reform Act 2014? |  |
| If your company is a group undertaking as defined in section 1161 of the Companies Act 2006, are any undertakings within the group (or do any undertakings within the group propose to be) a defence contractor or subcontract under a QDC or QSC? |  |
| Is your company or any group undertaking of your company party to (or does it propose to be a party to) a contract with a company which has entered into a QDC or QSC? |  |
| Have you used all reasonable endeavours to identify any relevant interests (including control, business and financial) of directors, employees and agents of your company and any of its group undertakings in a company which is party to a QDC or QSC? |  |
| Were any interests identified? |  |