



TEXAS TECH UNIVERSITY SYSTEM™

Non-Disclosure Form for Contract Review Team Members

I, <Name>, the undersigned, hereby certify that the following statements are true and correct and that I understand and agree to be bound by the commitments contained herein. I am acting at the request of the <Texas Tech University System><"TTU System"> as a participant in the procurement process related to the TTU System's Request for Proposal/Invitation for Bid/Request for Qualification No. <Solicitation number> to select a contractor to provide [Description of Goods or Services] pursuant to a competitive procurement process.

One (1) copy of each respondent's response received will be forwarded to each member of the Contract Review Team.

To ensure that competitive procurement processes are equitable for all respondents, the employees, representatives, and agents of the TTU System may not participate in or assume any responsibility for procurement decisions of the TTU System if such participation would constitute a conflict of interest. Each member of the Contract Review Team shall be required to complete the TTU System *Disclosure of Potential Conflicts of Interest by Institution Officials or Employees* form prior to serving on the committee. I understand that if I have any qualifying conflict of interest, I shall be removed from the Contract Review Team for this solicitation.

I agree not to divulge any information pertaining to contents, status, or ranking of any information to any person outside of the Contract Review Team except as may be authorized in writing by the Contract Review Team leader. I understand that disclosure of any information could give a direct or indirect advantage or disadvantage to the recipient of the information. Such disclosures include, but are not limited to the communication or the delivery of a reproduction of any part of any response or supporting documents submitted or other information pertaining status or ranking of any such response.

I also agree to the following:

1. I will not accept or solicit any gift, favor, or service that might reasonably tend to influence me in the discharge of my duties as a Contract Review Team Member or that I know, or should know, is being offered with the intent to influence my evaluation;
2. Accept other appointments or any employment or compensation that could reasonably be expected to impair the independence of judgment in the performance of duties as a member of the Contract Review Team; or
3. Intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised my official powers or performed official duties as a member of the Contract Review Team.

I understand that failure to comply with the requirements contained in this Non-disclosure form may result in my removal from the Contract Review Team for this solicitation and for any future **TTU System** solicitations.

I understand that by participating as a member of the Contract Review Team for this solicitation I may not accept employment from the contractor(s) that are awarded a contract before the second anniversary of the date my service or employment with the **TTU System** ceases.

Signature _____ Date _____