

Declaration forms for the responsible person / manager of a procurement in accordance with Schedule 6B or Schedule 7 (Sample)

Declaration on having dealing(s) or connection(s) with a member of the MC / owners' committee; having interest(s) or connection(s) for the tender(s) submitted

**Declaration on HAVING dealing(s) or connection(s) with a member of the Management Committee (MC) / Owners' Committee; and / or HAVING interest(s) or connection(s) for the tender(s) submitted
(for the responsible person / manager of a procurement to declare
before a contract is entered into for the procurement)**

To: MC / Owners' Committee* Chairperson / Secretary (for MC only) / All members*

**Owners' Corporation / Owners' Committee* of _____
(Description of the building)**

I / We*, _____ (Name of the declarant or company name), being the responsible person / manager* of the procurement for the aforementioned building, make the following declaration(s) on the procurement _____
_____ (brief description of the procurement) #:

☐ I / We* have pecuniary and / or other personal dealing(s) with a member of an MC / owners' committee* and declare as follows:

Name of the member: _____ Post: _____

Brief of dealing(s) to be declared: _____

(Please attach and sign on supplementary sheets if necessary)

☐ I / We* have connection(s)^ with a member of an MC / owners' committee* and declare as follows:

Name of the member: _____ Post: _____

Brief of connection(s) to be declared _____

(Please attach and sign on supplementary sheets if necessary)

☐ I / We* have pecuniary and / or other personal interest(s) in the tender(s) submitted and declare as follows:

Supplier / Contractor's name: _____

Brief of personal interest(s) to be declared: _____

(Please attach and sign on supplementary sheets if necessary)

(Continued on next page)

☐ I / We* have connection(s) with a person or body corporate^ who has submitted the tender(s), and declare as follows:

Tenderer's name:

Brief of connection(s) to be declared:

(Please attach and sign on supplementary sheets if necessary)

* Delete as appropriate

Please insert a "√" in the appropriate box.

^ As defined in sections 2(5) and (6) of the Building Management Ordinance (Cap. 344)

Name of the declarant or authorized representative
of company
(IN BLOCK LETTERS)

Signature

Company seal (if applicable)

Company name (if applicable)

Date:

Declaration on no dealing(s) or connection(s) with a member of the MC / owners' committee; no interest(s) or connection(s) for the tender(s) submitted for large-scale maintenance procurement

Large-scale Maintenance Procurement

Declaration on NO dealing(s) or connection(s) with a member of the Management Committee (MC) / owners' committee; NO interest(s) or connection(s) for the tender(s) submitted (for each responsible person / manager to declare before the first tender acceptance meeting is held)

To: MC / Owners' Committee* Chairperson / Secretary (for MC only) / All members*

Owners' Corporation / Owners' Committee* of _____
(Description of the building)

I / We*, _____ (Name of the declarant or company name), being the responsible person / manager* of the procurement for the aforementioned building, make the following declaration(s) on the procurement _____
_____ (brief description of the procurement) #:

I. Pecuniary and / or other personal dealing(s) with a member of an MC / owners' committee

- ☐ I / We*, apart from the declaration on **ALL** pecuniary or other personal dealings with a member of an MC / owners' committee* on the date(s) below, have **NO** other pecuniary or personal dealing with a member of an MC / owners' committee*.

_____ (Please provide the signature date of the corresponding declaration(s))

OR

- ☐ I / We* have **NO** pecuniary or other personal dealing with a member of an MC / owners' committee.

II. Connection with a member of an MC / owners' committee^

- ☐ I / We*, apart from the declaration on **ALL** connections with a member of an MC / owners' committee* on the date(s) below, have **NO** other connection with a member of an MC / owners' committee*.

_____ (Please provide the signature date of the corresponding declaration(s))

OR

- ☐ I / We* have **NO** connection with a member of an MC / owners' committee*.

(Continued on next page)

III. Pecuniary or other personal interest(s) in the tender(s) submitted

- ☐ I / We*, apart from the declaration(s) on **ALL** pecuniary or other personal interests in the tender(s) submitted on the date(s) below, have no other pecuniary or personal interest in the tender(s) submitted.

_____ (Please provide the signature date of the corresponding declaration(s))

OR

- ☐ I / We* have **NO** pecuniary or other personal interests in the tender(s) submitted.

IV. Connection(s) with a person / body corporate who has submitted a tender[^]

- ☐ I / We*, apart from the declaration(s) on **ALL** connections with a person or body corporate who has submitted a tender on the date(s) below, have no other connection with a person or body corporate who has submitted a tender:

_____ (Please provide the signature date of the corresponding declaration(s))

OR

- ☐ I / We* have **NO** connections with a person / body corporate who has submitted a tender.

* Please delete as appropriate.

You must complete Part I and IV. Please insert a “✓” in the appropriate box.

[^] As defined in the sections 2(5) and (6) of the Building Management Ordinance (Cap. 344)

Name of the declarant or authorized representative
of company
(IN BLOCK LETTERS)

Signature

Company seal (if applicable):

Company name (if applicable):

Date: