

Notice of declarations of no interest or connection for large-scale maintenance procurement (Sample)

Notice of declarations for _____
(Name of procurement)
of _____
(Name of the owners' corporation or building)

In relation to the captioned procurement, the management committee (MC) / manager of the building* has received the following tenders:

1. (Name of the tenderer)

2.

The following persons have made declarations of no interests, dealings or connections for the procurement in accordance with Part II of Schedule 6B (if there is an OC) / Para 31 and 32 of Schedule 7 (if there is no OC)*:

<u>Name</u>	<u>Assume particular office of the MC (if there is an OC)</u>	<u>Role</u>
Example 1	Yes	Chairperson of the Management Committee
Example 2	Yes	Secretary of the Management Committee
Example 3	Yes	Treasurer of the Management Committee
Example 4	Yes	Member of the Management Committee
Example 5	No	Manager
Example 6	No	A person who is obliged to act in accordance with the directions of the manager

(Add new rows if necessary)

The following persons have declared earlier in respect of the captioned procurement. Apart from the matters declared, they do not have any other interests, dealings or connections:

<u>Name</u>	<u>Assume particular office of the MC (if there is an OC)</u>	<u>Role</u>	<u>Declarations</u>
Example 1	Yes	Member of the MC	Pecuniary interest in a tender submitted

[*If there is an OC:

In accordance with Para. 21(2) & 27(2) of Schedule 6B under the Building Management Ordinance, the following persons -

- (A) The Authority;
- (B) An authorized officer;
- (C) An owner;
- (D) The tenant's representative;
- (E) A registered mortgagee; or
- (F) Any person duly authorized in writing in that behalf by an owner or registered mortgagee,

are permitted to inspect, at any reasonably time, any copies of the aforementioned declarations.]

[*If there is no OC:

In accordance with Para. 36(2) of Schedule 7 under the Building Management Ordinance, the following persons –

- (A) An owner;
- (B) A registered mortgagee; or
- (C) Any person duly authorized in writing by an owner of registered mortgagee to conduct an inspection,

are permitted to inspect, at any reasonably time, any copies of the aforementioned declarations.]

*Delete where appropriate.

Remarks: The MC or manager must ensure that this notice of declarations is attached to the minutes of the proceedings at the first tender acceptance meeting.

Date: _____