**Annexure 1: Supplier’s Relationship Declaration Form**

**Date:**

**BRAC Bank PLC.**

Anik Tower (Level 1), 220/B, Tejgaon I/A

Tejgaon Gulshan Link Road,

Dhaka-1208, Bangladesh

•Attention : Head of Procurement

•RFQ Title :

•RFQ Ref NO :

1. Please state if the “**(Company Name**) has any relationship to BRAC Bank PLC. employees. The list must, as a minimum, include the following persons in your company:

* Major shareholder(s) or owner(s) of the company.
* Member(s) of the management team.
* Marketing person involved in communication with BRAC Bank
* Another key person(s).

□ **YES**  □ **NO** (In such case skip section 2)

1. Relationships that must be described should, as a Minimum, cover the following:

* Family and relatives.
* Friends.
* Business partners outside the company.
* BRAC Bank employees who have ownership in your company.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Supplier’s Employee(s)** | **Position in Supplier’s Company** | **Name of BRAC Bank Employee** | **Position in BRAC Bank** | **Type of Relationship** |
|  |  |  |  |  |
|  |  |  |  |  |

The undersigned is authorized to certify on behalf of the entity that all stated information in the above form are true and correct and no important and relevant information has been suppressed. The undersigned acknowledges that the Bank at any time may verify the validity of the above information.

Signature :

Name of the Signatory :

Title of the Signatory :

Name of the Company :

Date :

E-mail Address :

Phone No. :

*Note: Any company that fails to comply with this requirement, or on purpose withhold any information, may at any time and without further notice be excluded from the ongoing enlistment/PO/ Contract process and will also risk not having future business with BRAC Bank PLC.*