**[To be printed on vendor’s letterhead]**

**Supplier’s Relationship Declaration Form**

Date:

**BRAC Bank Limited**

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

Tejgaon Gulshan Link Road,

Dhaka-1208

Bangladesh

Attention :

RFQ Title :

RFQ Ref. No. :

1. Please state if the <……………………………………… > has any relationship to BRAC Bank Limited (BBL) 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.
* Other person(s) involved in answering this RFQ.
* Other 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 in outside company.
* BBL employees who have an ownership in your company.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Supplier’s Employee(s)** | **Position in Supplier’s Company** | **Name of BBL Employee** | **Position in BBL** | **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 Company at any time may verify the validity 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 PO/ Contract process and will also risk not having future business with BRAC Bank Limited.*