

## ELEVATOR MAINTENANCE SERVICES RFP

### EXHIBIT E CONFLICT OF INTEREST ATTESTATION

INSERT BIDDER NAME], a [INSERT BIDDER INCORPORATION / LEGAL ENTITY], with offices located at [INSERT BIDDER ADDRESS] has reviewed this RFP and made efforts to determine whether any conflict of interest may exist due to a Financial Arrangement between [INSERT BIDDER NAME] and any (Members Name) Official. A (Members Name) Official means an officer or director of (Members Name) or any affiliate of (Members Name) or any employee involved in negotiating the purchase of goods or services on behalf of (Members Name) or any affiliate of (Members Name) (“(Members Name) Official”). A Financial Arrangement means any compensation arrangement, stock or equity ownership interests greater than 3%, issued stock-options or any other compensation, reimbursement, or remuneration.

Bidder attests that it has policies and procedures in place and operates in such a manner as to identify, manage where appropriate and avoid actual or perceived conflicts of interests described in this Exhibit B.

☒ Yes  
☐ No

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Does any (Members Name) Official serve as an officer or director of Bidder or any affiliate of Bidder?

☐ Yes  
☐ No

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Does any (Members Name) Official have a Financial Arrangement with Bidder or any affiliate of Bidder?

☐ Yes  
☐ No

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To Bidder’s knowledge, is any immediate family (spouse or dependent child) of a (Members Name) Official an officer or director of Bidder or an affiliate of Bidder?

☐ Yes  
☐ No

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To Bidder’s knowledge, does any member of a (Members Name) Official’s immediate family (spouse or dependent child) have a Financial Arrangement with Bidder or any affiliate of Bidder?

☐ Yes  
☐ No

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If Bidder answered “**Yes**” to any of the questions in this Exhibit, then the Bidder shall identify below the pertinent (Members Name) individual(s) and their relationship to the Bidder:

INSERT BIDDER’s NAME

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_