

Southern Illinois University Carbondale
Request for Proposal
Evaluation Team Member's
Selected Professional Duties and Responsibilities

Independence

I certify I have a duty and responsibility to evaluate each Request for Proposal (RFP) according to the written requirements and specifications incorporated within the RFP, and the evaluation criteria agreed upon, and actively participate in the evaluation process to make a recommendation for an award without any direct, or indirect, direction, pressure, or influence from an individual not a member of the evaluation team.

Non-Disclosure

Furthermore, I certify that as an appointed, or volunteer, member of an evaluation team for a Request for Proposal that I shall not at any time discuss nor provide any of the proposer's information, or the proposer's responses, or discussions, e-mails, or documentation, minutes of meeting(s) prepared by the evaluation team, University General Counsel's staff and/or Purchasing staff with any other individual or entity.

Conflicts of Interest

Furthermore, I hereby certify that neither I, nor any member of my immediate family, have a material, personal, or financial interest in, or a fiduciary relationship to any proposer or to a direct competitor of any proposer under consideration by this RFP evaluation committee. I certify that no other relationship with, or bias towards any proposers exists which will prevent me from evaluating any proposal solely on its merits.

Ethics

Finally, I certify that I have not, and will not, solicit, demand, accept, or agree to accept any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service in connection with my involvement in this Request for Proposal.

Signature

Printed Name

_____ RFP # _____
Title

_____ RFP Topic _____
Department