



CONFLICT OF INTEREST NON COMPETE

STATEMENT

Acting in the best interest of the University, the Buyer may require this form to be used in documenting the acquisition of goods and/or services when a competitive solicitation is not used. Examples of non-competitive goods and services may be classified as Professional or Consulting Services, Information Technology, Repair, Exempt, Sole- Source, or Emergency. For detailed information, see Idaho Code 18-1356, 18-5701, 18- 5702, 18-5703, 59-1026, SBOE Policy Section 1 Subsection G, ISU Purchasing Policies 2560 and 2560A. This document becomes a part of the Purchasing file and must be completed prior to creating a Purchase Order.

CONFLICT OF INTEREST AND ETHICAL CONSIDERATIONS

A conflict of interest or the appearance of a conflict of interest may occur if you are directly or indirectly involved with an organization or individual that is recommended to provide goods or services identified above. Prior to proposing an individual or entity, you must inform Purchasing Services of any potential conflicts of interest or the appearance thereof. A potential provider may not be accepted if there exists an affiliation or relationship that may create the appearance of bias or unfair advantage over any competitive provider. Examples of potentially biasing affiliations or relationships are listed below:

1. Your solicitation, acceptance, or agreement to accept from anyone any benefit, pecuniary or otherwise, as consideration for your recommendation as a proposed or suggested provider.
2. Your affiliation with an individual or entity. For example, a conflict may exist when you:
 - (a) are employed by or are being considered for employment with the individual or entity recommended, or hold a consulting, advisory, or other similar position with said individual or entity;
 - (b) hold any current membership on a committee, board, or similar position with the individual or entity;
 - (c) hold ownership of the entity, securities, or other evidences of debt;
 - (d) have any relationship in the past with the individual or entity such as that of a former employee, co-worker, associate, owner, or partner.
2. Your relationship with someone who has a personal interest in the acquisition of the goods or services. This includes any affiliation or relationship by marriage or through any family membership, any business or professional partnership, close personal friendship, or any other relationship that you think might tend to affect your objectivity or judgment or may give an appearance of impropriety to someone viewing it from outside the relationship.



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I have read this document and understand my obligations as explained herein. I understand that I must advise Purchasing Services if a conflict exists. I further understand that I must sign and deliver this document to Purchasing Services as part of the Requisition process.

Date: _____ Req #: _____

Name: _____

Signature: _____

Title: _____

PROPOSED INDIVIDUAL OR ENTITY:

Name: _____

Address: _____

Contact: _____

Phone: _____ Email: _____