

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

The undersigned, representing:

(only for natural persons, e.g. an individual consultant) themselves (Do not complete sections II and III of this form)	(only for legal persons) the following legal person: Complete all sections of this form
ID or passport number:	Full official name: Official legal form: Statutory registration number: Full official address: VAT registration number:

I SITUATION OF EXCLUSION CONCERNING THE SERVICE PROVIDER

(1) The person (natural or legal person above) declares whether the above-mentioned service provider is in one of the following situations	YES	NO
(a) it is bankrupt, subject to insolvency or winding-up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended or it is in any analogous situation arising from a similar procedure provided for under European Union or national legislation or regulations;	☐	☐
(b) it has been established by a final judgment or a final administrative decision that the person is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the law of the country in which it is established, with those of the country in which the contracting authority is located or those of the countries of the performance of the contract;	☐	☐
(c) it has been established by a final judgment or a final administrative decision that the person is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the person belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:		
(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of eligibility or selection criteria or in the implementation of the legal commitment;	☐	☐
(ii) entering into agreement with other persons or entities with the aim of distorting competition;	☐	☐
(iii) violating intellectual property rights;	☐	☐
(iv) unduly influencing or attempting to unduly influence the decision-making process of International IDEA, or any customer, potential customer or donor by taking advantage, through misrepresentation, of a conflict of interests involving any financial actors or other persons.	☐	☐
(v) attempting to obtain confidential information that may confer upon it undue advantages in the award procedure;	☐	☐

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

(vi) incitement to discrimination, hatred or violence against a group of persons or a member of a group or similar activities, where such misconduct has an impact on the person's integrity which negatively affects or concretely risks affecting the performance of a contract or an agreement.	☐	☐
(d) it has been established by a final judgment that the person is guilty of any of the following:		
(i) fraud, within the meaning of Article 3 of Directive (EU) 2017/1371 and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995;	☐	☐
(ii) corruption, as defined in Article 4(2) of Directive (EU) 2017/1371 or active corruption within the meaning of Article 3 of the Convention on the fight against corruption involving officials of the European Communities or officials of Member States of the European Union, drawn up by the Council Act of 26 May 1997, or conduct referred to in Article 2(1) of Council Framework Decision 2003/568/JHA, or corruption as defined in the legal provisions of the country where the contracting authority is located, the country in which the person is established or the countries of the performance of the contract;	☐	☐
(iii) conduct related to a criminal organisation, as referred to in Article 2 of Council Framework Decision 2008/841/JHA;	☐	☐
(iv) money laundering or terrorist financing, within the meaning of Article 1(3), (4) and (5) of Directive (EU) 2015/849 of the European Parliament and of the Council;	☐	☐
(v) terrorist offences or offences related to terrorist activities as defined in Articles 3 to 12 of Directive (EU) 2017/541 of the European Parliament and of the Council, or inciting, aiding, abetting or attempting to commit such offences, as referred to in Article 14 of that Directive;	☐	☐
(vi) child labour or other offences concerning trafficking in human beings as referred to in Article 2 of Directive 2011/36/EU of the European Parliament and of the Council;	☐	☐
(e) it has shown significant deficiencies in complying with main obligations in the implementation of a legal commitment financed by International IDEA, any customer or any donor including but not limited to the European Union's budget, which has led to its early termination or to the application of liquidated damages or other contractual penalties, or which has been discovered following any checks, audits or investigations by an authorising officer, including but not limited to those by the European Anti-Fraud Office (OLAF), the Court of Auditors or the European Public Prosecutor's Office (EPPO);	☐	☐
(f) it has been established by a final judgment or final administrative decision that the person has committed an irregularity within the meaning of Article 1(2) of Council Regulation (EC, Euratom) No 2988/95;	☐	☐

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

(g) it has been established by a final judgment or final administrative decision that the person has created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations, including those related to working rights, employment and labour conditions, in the jurisdiction of its registered office, central administration or principal place of business;	☐	☐
(h) <i>(only for legal persons)</i> it has been established by a final judgment or final administrative decision that the person has been created with the intent referred to in point (g);	☐	☐
(i) it has intentionally and without proper justification resisted an investigation, check or audit carried out by the contracting authority (International IDEA) or its representative or auditor, or any customer or donor, OLAF, the EPPO, or the Court of Auditors. It shall be considered that the person resists an investigation, check or audit when it carries out actions with the goal or effect of preventing, hindering or delaying the conduct of any of the activities needed to perform the investigation, check or audit. Such actions shall include, in particular, refusing to grant the necessary access to its premises or any other areas used for business purposes, concealing or refusing to disclose information or providing false information.	☐	☐
(2) declares that, for the situations referred to in points (1) (c) to (1) (i) above, in the absence of a final judgment or a final administrative decision, the person is subject to facts and findings mentioned in Article 138 (3) FR, or those similar in nature to those in Article 138 (3) FR, and in particular:	YES	NO
a) facts established in the context of audits or investigations carried out by the European Public Prosecutor's Office in respect of those Member States participating in enhanced cooperation pursuant to Regulation (EU) 2017/1939, the Court of Auditors, OLAF, or the internal auditor, or any other check, audit or control performed under the responsibility of an authorising officer of an EU institution, of a European office or of an EU agency or body; or by International IDEA as the contracting authority in the context of its own audits, checks or investigations, or by any donor or its authorised audit or control bodies;	☐	☐
b) non-final judgments or non-final administrative decisions which may include disciplinary measures taken by the competent supervisory body responsible for the verification of the application of standards of professional ethics;	☐	☐
c) facts referred to in decisions of entities or persons being entrusted with EU or other donor budget implementation tasks;	☐	☐
d) information transmitted by Member States implementing European Union or other donor funds, in particular facts and findings established in the context of a final judgment or final administrative decision at national level as to the presence of the exclusion situations referred to in points (c)(iv) or (d);	☐	☐
e) decisions of the Commission relating to the infringement of European Union competition law or of a national competent authority relating to the infringement of European Union or national competition law;	☐	☐

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

f) informed, by any means, that it is subject to an investigation by the European Anti-Fraud office (OLAF): either because it has been given the opportunity to comment on facts concerning it by OLAF, or it has been subject to on-the-spot checks by OLAF in the course of an investigation, or it has been notified of the opening, the closure or of any circumstance related to an investigation of the OLAF concerning it;	☐	☐
g) other similar situations.	☐	☐

II SITUATIONS OF EXCLUSION CONCERNING NATURAL OR LEGAL PERSONS WITH POWER OF REPRESENTATION, DECISION-MAKING OR CONTROL OVER THE LEGAL PERSON AND BENEFICIAL OWNERS

Not applicable when 'the person' is a natural person.

(3) declares that a natural or legal person who is a member of the administrative, management or supervisory body of the person, or who has powers of representation, decision or control with regard to the person (this covers e.g. company directors, members of management or supervisory bodies, and cases where one natural or legal person holds a majority of shares), or a beneficial owner of the person (as defined by point 6 of Article 3 of Directive (EU) No 2015/849) is in one of the following situations:	YES	NO	N/A
Situation (1)(c) above (grave professional misconduct)	☐	☐	☐
Situation (1)(d) above (fraud, corruption or other criminal offence)	☐	☐	☐
Situation (1)(e) above (significant deficiencies in performance of a contract)	☐	☐	☐
Situation (1)(f) above (irregularity)	☐	☐	☐
Situation (1)(g) above (creation of an entity with the intent to circumvent legal obligations)	☐	☐	☐
Situation (1)(h) above (person created with the intent to circumvent legal obligations)	☐	☐	☐
Situation 1(i) above (intentionally and without proper justification resisted an investigation, check or audit)	☐	☐	☐

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

III SITUATIONS OF EXCLUSION CONCERNING NATURAL OR LEGAL PERSONS ASSUMING UNLIMITED LIABILITY FOR THE DEBTS OF THE LEGAL PERSON

Not applicable when 'the person' is a natural person.

(4) declares that a natural or legal person that assumes unlimited liability for the debts of the person is in one of the following situations:	YES	NO	N/A
Situation (1) (a) above (bankruptcy)	☐	☐	☐
Situation (1) (b) above (breach in payment of taxes or social security contributions)	☐	☐	☐

IV OTHER GROUNDS FOR REJECTION FROM THIS PROCEDURE

(5) declares that the person and all members in case of a joint request to participate/tender:	YES	NO
(a) was previously involved in the preparation of the procurement documents used in this award procedure, where this entailed a breach of the principle of equality of treatment including distortion of competition that cannot be remedied otherwise.	☐	☐

V DECLARATION ON HONOUR ON SELECTION CRITERIA

The person, being a sole candidate/tenderer/the group leader of a joint request to participate/tender, submitting a request to participate/tender for the above procedure:

(6) declares that the candidate/tenderer, including all members of the group in case of a joint request to participate/tender, subcontractors and entities on whose capacity the candidate/tenderer intends to rely if applicable:	YES	NO
(a) fulfil(s) all the selection criteria for which a consolidated assessment will be made as provided in the tender specifications.	☐	☐

(7) declares that the person, and all members of a group in case of a joint request to participate, complies with the selection criteria applicable to it individually:		YES	NO	N/A
(a) has the legal and regulatory capacity to pursue the professional activity needed for performing the contract as required in the tender specifications;		☐	☐	☐
(b) fulfills the applicable economic and financial criteria indicated in the tender specifications;		☐	☐	☐

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

(c) fulfills the applicable technical and professional criteria indicated in the tender specifications.		☐	☐	☐
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(8) declares that the person and all members of a group in case of a joint request to participate,	YES	NO
(a) is subject to conflicting interests which may negatively affect the contract performance.	☐	☐

VI DECLARATION ON HONOUR ON RESTRICTIVE MEASURES

(9) declares that the candidate/tenderer, including all members of the group in case of a joint request to participate/tender, subcontractors, and entities on whose capacity the candidate/tenderer intends to rely;	YES	NO
(a) are not subject to EU restrictive measures adopted under Article 29 of the Treaty on the European Union (TEU) or Article 215 of the Treaty on the Functioning of the EU (TFEU) ¹ , nor to sanctions or restrictive measures imposed by the United Nations Security Council under Chapter VII of the United Nations Charter, consisting of a prohibition to make available or transfer funds or economic resources or to provide financing or financial assistance to them directly or indirectly, or of an asset freeze. The candidate/tenderer acknowledges that International IDEA, as a contracting authority, may conduct additional compliance, eligibility, and due diligence checks related to restrictive measures and donor requirements applicable to the contract.	☐	☐
(10) declares that a natural or legal person who is a member of the administrative, management or supervisory body of the person, or who has powers of representation, decision or control with regard to the person (this covers e.g. company directors, members of management or supervisory bodies, and cases where one natural or legal person holds a majority of shares), or a beneficial owner of the person (as defined by point 6 of Article 3 of Directive (EU) No 2015/849) is in one of the following situations:	YES	NO
(a) are not subject to EU restrictive measures adopted under Article 29 of the Treaty on the European Union (TEU) or Article 215 of the Treaty on the Functioning of the EU (TFEU) ² , nor to sanctions or restrictive measures imposed by the United Nations Security Council under Chapter VII of the United Nations Charter, consisting of a prohibition to make available or transfer funds or economic resources or to provide financing or financial	☐	☐

¹ Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

² Please note that the EU Official Journal contains the official list and, in case of conflict, its content prevails over that of the [EU Sanctions Map](#).

Declaration on honour on exclusion criteria and selection criteria for restricted competition and tenders

Version April 2026

assistance to them directly or indirectly, or of an asset freeze. The candidate/tenderer acknowledges that International IDEA, as a contracting authority, may conduct additional compliance, eligibility, and due diligence checks related to restrictive measures and donor requirements applicable to the contract.		
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VII DECLARATION ON HONOUR ON SUBMITTED TENDER

(11) declares that the person:	YES	NO
(a) has prepared the submitted tender in complete independence and autonomously from the other tenders submitted within the same procurement procedure.	☐	☐

VIII REMEDIAL MEASURES

If the person declares one of the situations of exclusion listed above, it may indicate remedial measures it has taken to remedy the exclusion situation, in order to allow the authorising officer to determine whether such measures are sufficient to demonstrate its reliability. This may include e.g. technical, organisational and personnel measures to prevent further occurrence, compensation of damage or payment of fines or of any taxes or social security contributions.

Without prejudice to the assessment of the authorising officer responsible, the person or entity shall submit remedial measures that have been assessed by an external independent auditor or have been considered sufficient by a decision of a national, international or European Union authority or International IDEA as the contracting authority where applicable. The relevant documentary evidence, which illustrates the remedial measures taken and their assessment must be provided in annex to this declaration. Remedial measures do not apply for situations referred in Section I, point (1) (d) of this declaration.

IX SIGNATURE

The person must immediately inform International IDEA of any changes in the situations as declared.

The person may be subject to rejection from this procedure if any of the declarations or information provided as a condition for participating in this procedure prove to be false.

Full name:

Date:

Signature: