



GIPF

Government Institutions
Pension Fund

Fit and Proper Person Test: Service Providers

Date: _____

ORGANISATIONAL PROFILE	
Name of organisation:	
Tender/RFP reference number:	
Nature of business:	
Name of contact person:	
Position:	
Telephone number:	
Email address:	

FIT AND PROPER PERSON TEST:		
Indicate whether any director/trustee or officer of your organisation:		
1. Is a juristic person;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Is a minor or any other person under legal disability;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is an un-rehabilitated insolvent;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. His/Her estate has been sequestrated or surrendered or assigned in favour of his/her creditors;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Has been convicted of insider trading or any other fraud-on-the-market offence;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Has been discharged by a competent court from any office of trust on account of misconduct;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
7. Has been convicted, whether in Namibia or elsewhere, of theft, fraud, forgery or uttering a forged document, perjury, an offence under any law for the prevention of corruption, or any offence involving dishonesty or in connection with the promotion, formation or management of a company, and has been sentenced to imprisonment without the option of a fine or to a fine to the equivalent of or exceeding N\$1000.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. Has been disqualified from being a director of a company in terms of Section 225 and 226 of the Companies Act;	<input type="checkbox"/> Yes	<input type="checkbox"/> No
9. Has breached a fiduciary duty; and	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10. Has been found guilty of a crime in contravention of the Financial Intelligence Act, the Prevention and Combating of Terrorist Proliferation Activities Act, and the Prevention of Organised Crime Act by a court of competent jurisdiction.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you have answered 'yes' to any of the questions above, please provide details.		
DECLARATION		
The service provider undertakes:		
<ul style="list-style-type: none"> - To treat as confidential all information which may be derived from or be obtained in the course of the contract or which may come into the possession of the service provider, agent or subcontractor of the service provider as a result or in connection with the contract; and 		



- To provide all necessary precautions to ensure that all such information is treated as confidential by the contractor, agents or sub-contractors; and
- To ensure that the service provider, agents and sub-contractors are aware of the provisions of the GIPF Conflict of Interests Management Policy and that any information obtained from the Fund shall not be disclosed or used in an improper manner.

I declare to the best of my knowledge and belief, the information given within this form is correct.

Signature of the person making this declaration on behalf of the organisation

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Date:

Checklist

- Original to be provided to the Procurement Office
- Copy to be provided to the Line Department/Division

