

MARCH 2000 (2nd Revision)



DECLARATION FORM

(To be submitted with ITT for cleaning)

DECLARATION TO ESTABLISH ELIGIBILITY TO BE CLASSIFIED AS A 100% CITIZEN OWNED BUSINESS AND TO BENEFIT FROM ALL THE POLICIES PUT IN PLACE BY GOVERNMENT FOR THE BENEFIT OF 100% CITIZEN OWNED BUSINESSES.

This declaration shall be signed by all businesses tendering for reserved contracts as a condition of each tender. The 100% citizenship requirements for shareholder, etc, contained therein shall not, withstanding any previous consents and practice, be a precondition for the award of any reserved tender.

This declaration shall also be signed by all businesses wishing to enjoy citizen contractor privileges on non-reserved contracts.

DECLARATION

I.....an adult citizen of Botswana do hereby make an oath and say;

1. I am a shareholder in/owner of.....(PTY) Ltd a wholly citizen owned business currently registered with the Central Tender Board/PPADB.

I am authorized by a resolution dated.....of the shareholders of(PTY) Ltd to make this Declaration. The resolution is attached hereto as Annex A.

2. Name of Business.....

Status of Business.....

Postal Address.....

Physical Address.....

Telephone.....

Fax No.....

Registration No of
Company.....

Date of
Incorporation.....

(Attach certificates Form 2, 4 and 5 certified by Company Secretary)

Name and Address of Company
Secretary.....

Form 2 Attached Yes No

Form 4 Attached Yes No Not Applicable

Form 5 Attached Yes No Not Applicable

Date of Registration with Central Tender Board/PPABD and Registration
No.....

Central Tender Board/PPABD Grading.....
(Attach certificate of grading)

Project tendered
for.....

Tender
No.....

Tender Due
Date.....

3. The Directors of.....(PTY)
Ltd

a) Equity Directors

.....
(Name) Nationality/Omang/Passport %
Shares

.....
(Name) Nationality/Omang/Passport %
Shares

.....
(Name) Nationality/Omang/Passport %
Shares

.....
(Name) Nationality/Omang/Passport %
Shares

b) Operational Directors

.....
(Name)	Nationality/Omang/Passport	%
Shares		

c) Nominal Directors

.....
(Name)	Nationality/Omang/Passport	%
Shares		

Equity Director is one with shareholding and he thus exercise control over the company. Operational Director is the one who performs specific and identifiable functions in the company as its employee and may not hold shares in the company. A nominated Director is one who is invited to participate in the company in the advisory capacity.

4. a) The authorized share capital of the company is.....and the issued share capital is.....divided into ordinary sharesand.....preference shares.

b) The shareholder of the company consists of the following:

Name	Omang/ID No	%Shares	No of Shares	Numbered from
To				
.....
.....
.....
.....

Please provide certified copies of share certificates

c) Each of the above shareholders is a citizen of Botswana. (Please attach certified copies of Omang, Naturalised Botswana should provide certified copy of Naturalisation Certificate and/or Omang).

Are the present of beneficial shareholder of the company?

Yes No

If No, give details of beneficial shareholders.

Name	% Shareholding	Date acquired
.....
.....
.....
.....

Are the above shareholders the original shareholders of the company?

Yes

No

If No, give details of change of ownership of the company from the date of incorporation.

Name of previous Shareholders.	% Shareholding	Date transferred	Transferee	Consideration paid
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.....
.....
.....
.....

Please provide proof of consideration paid including any debentures issued in lieu of the consideration.

5. The management of the company consists of the following

	Name	Omang No/Passport
a) Managing Director
b) General Manager
c) Financial Controller
d) Other

6. The company operates banking and savigrams accounts with the following financial institutions.

..... (Name of Institution and Branch) (Account Number)
..... (Name of Institution and Branch) (Account Number)

Other

7. The only authorized signatories on each of the above accounts are:

a)

.....

(Name)

(Nationality/Omang/Passport)

b)
.....
(Name)
(Nationality/Omang/Passport)

c)
.....
(Name)
(Nationality/Omang/Passport)

Other.....

8. a) All the shareholders of (PTY) Ltd have read this Declaration and agree to its contents. Their separate statements confirming this are attached hereto Annexes.

b) All shareholders hereby give consent to verification of the information provided above and understand that this may include but not limited to the verification of assts, liabilities, accounts and bonds and undertake to notify the competent authorities of any change to the information provided in this Declaration within seven days of such occurrence.

c) I understand and declare that each matter here deposed to is essential for the validity of..... (PTY) Ltd tender and any subsequent contract for the continuation in force of such contract. Should any information which I have provided in this Declaration prove to be false or incorrect in any material respect or should there be a subsequent change in the information provided herein and steps outlined in (b) above are not taken I acknowledge and understand that this shall constitute ground for rejection of the tender or cancellation of the award or termination of contract as the case may be and the imposition of the claim by the government or the amount of any direct loss and/or damage resulting from such rejection or cancellation or determination as the case may be, as provided for the condition of contract.

d) I verify that what I have stated is true and correct.

Signed:
.....
(DEPONENT)

ADDRESS:
.....
.....

Sworn before me at.....on thisDay
of.....in the year.....at.....am/pm the
Deponent having acknowledged that he/she knows and understands the contents of this
Declaration.

Commission of Oaths.....

Full Name
.....
.....
.....

Address
.....
.....
.....

Annexes.....
(to be completed by each shareholder)

1. Iam an adult Botswana citizen

2. I am a shareholder in (PTY) Ltd and have read the Declaration made by..... I confirm that it is true and correct.

3. I understand the information provided therein shall be used in assessing the eligibility of (PTY) Ltd's tender, and that if what I am confirming is false or misleading in any material respect, this may result(PTY)Ltd not only being disqualified but also in our being held accountable in our personal and joint capacity as its owners and shareholders.

Made by me.....on this.....day of the year.....

Signed:

Address: