

Date: October 7, 2022

To: **All Bidders**  
From: **International Development Law Organization, Headquarters Procurement Unit**  
Subject: **ITB N\_HQ\_2022\_38**

**Clarification Letter N. 2**

Reference is made to IDLO “ITB N\_HQ\_2022\_38” issued on 26 September 2022 through the IDLO Tenders website.

Please find hereunder the queries received and IDLO’s response to them.

**Question 1**

Is it possible to have a model for the self-certification letter for eligibility, litigation history and bankruptcy?

**Answer:**

*The self-certification letter can be submitted on the Company letterhead and the text can be as follows:*

<p><b>STATEMENT</b></p>	<p><i>Date:</i></p>
<p><i>To whom this may concern,</i></p>	
<p><i>XXXX hereby confirms that, at the date of this Statement, the following are correct:</i></p>	
<ul style="list-style-type: none"><li><i>• It is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with ITB Annex A Clause 22.</i></li><li><i>• There has not been a consistent history of court/arbitral award decisions against the Bidder for the last 3 years.</i></li><li><i>• It has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.</i></li></ul>	
<p><i>Yours faithfully,</i> <i>&lt;digital signature&gt;</i></p>	

We appreciate your continuous interest with IDLO and looking forward to receiving your valued offer.

HROS Department  
International Development Law Organization | IDLO