

## TMA SOURCE SELECTION NON-DISCLOSURE AGREEMENT

I acknowledge and agree to the following:

1. I will not disclose nor seek to obtain source selection information, including but not limited to bid prices, proposed costs or prices submitted in response to a solicitation, source selection plans, technical evaluation plans, technical evaluations of proposals, cost or price evaluations, competitive range determinations, rankings, reports, information concerning the solicitation process, information marked as source selection information or information used to prepare for a source selection, before the award of a contract to which the information relates, without advance written authorization from the Contracting Officer.
2. If I obtain source selection sensitive information without prior written authorization by the contracting officer, I will: (i) promptly notify the Contracting Officer; (ii) return all source selection information in either "hard" or "soft" (i.e., electronic) form to the Contracting Officer; (iii) neither copy nor retain any copies; and (iv) not disclose the source selection information, except as permitted herein.
3. I will only use source selection information for official/authorized Government purposes.
4. I am aware that unauthorized disclosure of source selection information could damage the integrity of a procurement and that transmission or revelation of such information to unauthorized persons or use for other than the intended governmental purpose could subject me (and my company if a non-Government employee) to penalties, prosecution, suspension and debarment under the Procurement Integrity Act or under other applicable laws.
5. I will safeguard all materials pertaining to source selections, including following all directions from the Contracting Officer, and promptly return them to the Contracting Officer upon completion of the evaluation process.
6. I will not participate personally and substantially in an official capacity in any source selection activity which I am aware will have a direct and predictable effect on my financial interest or those persons whose interest are imputed to me under laws, regulations or contractual obligations. I will not use the source selection information for my private gain or the private gain of others, either by my direct or indirect action or by giving counsel, recommendations, or suggestions to others.
7. I am not aware of any matter which might reduce my ability to participate in any of the abovementioned activities in an objective and unbiased manner or which might place me in a position of a conflict, real or apparent, between my responsibilities as a participant and other interests.
8. If after the date of execution of this agreement, an actual or potential conflict occurs, I will notify the Contracting Officer in writing and thereafter, until advised by the Contracting Officer to the contrary, will not participate further (by rendering advice, making recommendations, voting, or otherwise) in any procurement activities.

**ONE OF THE FOLLOWING BOXES MUST BE CHECKED:**

*(If the undersigned IS a Government employee, this item applies.)* I acknowledge that I am aware of and will comply with all applicable laws, regulations and standards of conduct related to source selections, acceptance of bribes and gratuities, conflicts of interest, procurement integrity, and potential restrictions on post-employment.

*(If the undersigned IS NOT a Government employee, this item applies.)* I acknowledge that my role in any source selection is as an advisor or support staff member and I shall not perform any inherently governmental functions such as decision-making. I acknowledge that I have signed the "Contractor Non-Disclosure Agreement" that has been included in the contract between my employer and the Government. I agree to abide by the representations and covenants stated herein, all required employer policies and procedures concerning standards of conduct and confidentiality, and all applicable laws, regulations and standards of conduct related to source selections, acceptance of bribes and gratuities, conflicts of interest, and procurement integrity.

Signature:	Date:
Name (Print or type):	Source Selection Number and Short Title:
E-mail address:	Telephone No.:

Department, Agency, Organization, or Business Entity: