



Confidentiality / Data Protection Undertaking

Name:	Job Title:
Tel:	E-mail:
Organisation & Department:	

Open Call Project / Exercise:	Call for Proposal -Reintegration Services for non-EEA citizens 2025 - 2026
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Confidentiality Undertakings

"Data" means all information, facts, data and other matters of which I acquire knowledge, either directly or indirectly, because of my activities as an evaluator of any supplier Pre-Qualification Questionnaire or submissions or interviews/presentations etc.

"Personal Data" means any information relating to an identified or identifiable natural person (a **"Data Subject"**)

"Processing" means any operation or set of operations which is performed on Personal Data or on sets of Personal Data, whether or not by automated means, such as collection, recording, organisation, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction.

"Documents" means all draft, preparatory information, documents and any other material in either paper or electronic form, together with any information contained therein, to which I have access, either directly or indirectly, as a result of my participation in any Open Call exercise. Furthermore, any records or notes made by me relating to information or documents shall be treated as Confidential Documents.

A. Each of the Parties to this Call for Proposal agrees to hold confidential all information, documentation and other material received, provided or obtained arising from their participation in this Open Call ("Confidential Information") and shall not disclose same to any third party except to:-

1. its professional advisers subject to the provisions of this clause 7; or

2. as may be required by law; or
 3. in the case of the Applicant by request of any person or body or authority whose request the Applicant or persons associated with the Applicant (including but not limited to the Legislature and/or the Executive and/or the Civil Service) considers it necessary or appropriate to so comply.
- B.** The Applicant acknowledges that the security of the State and its information is of paramount importance to the Contracting Authority. Accordingly the Applicant confirms that it will, if requested by the Contracting Authority, from time to time, submit full personal details (including those of Subcontractors) who are assigned to provide the Services (or any part thereof) under this Application. The Applicant further acknowledges that checks may be carried out in relation to all such personnel by police authorities and the Applicant shall comply with all reasonable directions of the Contracting Authority arising therefrom.
- D.** In circumstances where the Applicant is subject to the provisions of the Freedom of Information Act 2014 or the European Communities (Access to Information on the Environment) Regulations 2007 to 2014, then in the event of the Applicant receiving a request for information related to this Open Call, the Applicant shall consult with the Contracting Authority in respect of the request. The Applicant shall specifically identify any information that is not to be disclosed on grounds of confidentiality or commercial sensitivity, and shall state the reasons for this sensitivity. The Applicant will consult the Contracting Authority about this confidential or commercially sensitive information before making a decision on any request received under the above legislation. The Contracting Authority accepts no liability whatsoever in respect of any information provided which is subsequently released (irrespective of notification) or in respect of any consequential damage suffered as a result of such obligations.

Declaration

By signing this declaration I agree that I will conform to the Confidentiality and Data Protection undertakings as outlined above.

If you become aware of any change to the content of this Declaration, you are obliged to notify the Contracting Authority of the change as soon as such information becomes available to you. Any conflict of interest or potential conflict of interest must be fully disclosed to the Contracting Authority as soon as the conflict or potential conflict becomes apparent.

Name (Block Capitals)	
Signature	
Date	