**ANNEX I.H – NON-DISCLOSURE UNDERTAKING**

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(name of undertaking entity)

the undertaking entity, hereinafter referred to as the **“Recipient”**, whose registered office is at:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(Official address of Recipient in full)

represented, for the purposes of the signature of this non-disclosure undertaking (hereinafter the

“Undertaking”), by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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(insert (i) name of representative of Recipient duly empowered to sign the Undertaking and (ii) his/her function).

**Article 1 – Definitions**

For the purpose of this Undertaking:

**“Agency”** shall refer to European GNSS Agency (hereinafter also “the GSA”).

**"Undertaking"** shall refer to the present non-disclosure undertaking (hereinafter also “the NDU”) by the Recipient.

**“Proprietary Information"** shall mean the following document to this Tender Procedure:

|  |  |
| --- | --- |
| Annex I.E | List of GSA Staff Members concerned by insurances policies |

**“Contract”** shall refer to the legal commitment envisaged to be entered into between the Agency and the tenderer as a result of the Procurement Procedure.

**“Procurement Procedure”** shall refer to procurement process with reference GSA/OP/15/19 – "Complementary health insurance"

**"Purpose"** shall refer to the Recipient’s activities for preparing the tender subject to the Procurement Procedure and, in case of award, the Recipient’s activities related to the provision of services subject to the corresponding Contract.

**Article 2 – Confidentiality and conditions of access to and use of the Proprietary Information**

2.1 The Proprietary Information is supplied to the Recipient solely and exclusively for the Purpose. The Proprietary Information cannot be used totally or partially, directly or indirectly, for any purpose other than the Purpose of this Undertaking, unless the GSA gives its prior written authorisation. In any case, the Recipient shall not use the Proprietary Information in a manner conflicting with the objectives of the European GNSS programmes.

2.2 The Recipient shall not copy, reproduce, distribute, communicate or otherwise make available the Proprietary Information to public, either in whole or in part, unless the GSA gives its prior written authorisation. The Recipient shall keep the Proprietary Information and any copies thereof secure by effective and reasonable means in such a way as to prevent unauthorised access. The Recipient shall be responsible for any disclosure of the Proprietary Information in breach of the provisions of the present Undertaking.

2.3 Without prejudice to section 2.4, the Recipient shall not disclose the Proprietary Information to persons inside and outside its organisation unless such persons (for the purposes of the present clause “Receiving Persons”) have a proven need to know for the Purpose. The Recipient shall ensure that the Receiving Persons are bound by the provisions of this Undertaking and fulfil the conditions of the tender specifications of the Procurement Procedure before releasing to such persons the Proprietary Information. The Recipient shall assume full responsibility towards GSA for any breach of the present undertakings by the Receiving Persons.

2.4. N/A

2.5 N/A

2.6 Nothing contained in this Undertaking shall be construed as granting any right, title or interest in the Proprietary Information including any intellectual property right. The Recipient shall not itself, nor authorise any third party to, write, publish or disseminate any description of the Proprietary Information or elements of it, such as its structure or content for so long as it is bound by this Undertaking.

2.7 The Proprietary Information is provided "as is". The Recipient acknowledges that the GSA disclaims all warranties of any kind relating to the Proprietary Information, whether expressed or implied, including but not limited to, any implied warranty against infringement of third party property rights or as to merchantability or fitness for a particular purpose.

2.8 The Recipient acknowledges and accepts that the GSA will not be liable for any damage related to the disclosure of the Proprietary Information, even when such disclosure has been authorised by the GSA, including, but not limited to, damages for loss of profit, business interruption, loss of business information, or any other pecuniary loss arising out of the use of, or inability to use, the Proprietary Information.

2.9 When the Recipient becomes aware of any unauthorised use of the Proprietary Information or of any unauthorised copy of the Proprietary Information or of any unauthorised derivative work, it shall immediately inform the GSA thereof.

2.10 Should the Recipient breach any of its obligations under this Undertaking, and without prejudice to the right of the GSA to seek damages, the GSA may, by written notice to the Recipient, withdraw the right to use the Proprietary Information for the Purpose.

**Article 3 – Limitation on protection of the Proprietary Information**

The obligations set out in Article 2 are not applicable to information for which the Recipient can demonstrate that it:

1. has come into the public domain prior to, or after, the date of receipt of the Proprietary Information from the GSA through no fault or unauthorised act of the Recipient;
2. was already lawfully developed or acquired by the Recipient at the date of receipt of the Proprietary Information from the GSA;
3. has been or is published without violation of this Undertaking;
4. was lawfully obtained by the Recipient without restriction and without breach of this Undertaking from a third party, who is in lawful possession thereof, and under no obligation of confidence to the GSA;
5. is disclosed pursuant to a request of a governmental or jurisdictional authority or is disclosed according to the law or regulations of any country with jurisdiction over the Recipient; in either case the Recipient, subject to possible constraints of such governmental or jurisdictional authority, shall immediately give the GSA a written notice of the above request and shall reasonably cooperate with the GSA in order to avoid or limit such disclosure; or
6. was disclosed and/or used without restriction pursuant to written authorisation from the GSA.

**Article 4 – Duration of this Undertaking and protection of the Proprietary Information**

4.1 The effective date of this Undertaking shall be the date on which it is signed. This Undertaking shall remain in force for 10 (ten) years as from its signature unless a Contract is signed including confidentiality obligations according to the following paragraph. Following signature of such a Contract as a result of the tender, any information exchanged for the purpose of conclusion and execution of the Contract signed following the tender is not covered by this Undertaking but by the resulting Contract.

4.2 Upon the expiration of this Undertaking, the Recipient shall destroy all the Proprietary Information and any copies of it. The destruction shall be certified in writing by the Recipient and sent to the GSA to [legal@gsa.europa.eu](mailto:legal@gsa.europa.eu).

4.3 The Recipient shall use all reasonable endeavours to ensure that any third parties to whom the Recipient has supplied any Proprietary Information according to Article 2.3 above, destroy (in line and with the previous paragraph, applying accordingly) such Proprietary Information and any copies made of them.

**Article 5 – Applicable law; Dispute**

5.1 This Undertaking shall be governed and construed in accordance with the laws of the European Union complemented when necessary by the law of Belgium.

5.2 The Recipient and the GSA shall make their best efforts to settle amicably all disputes arising in connection with this Undertaking. If such amicable settlement fails, the said dispute shall be finally settled by the General Court of the Court of Justice of the European Union in accordance with its rules of procedure.

**Article 6 – Final provisions**

If any term of this Undertaking is or becomes illegal, invalid or unenforceable in any jurisdiction, this shall not affect the legality, validity or enforceability in that jurisdiction of any other terms of this Undertaking, nor the legality, validity or enforceability in other jurisdictions of that or any other provision of this Undertaking.

In witness thereof, the Recipient has caused this Undertaking to be executed by its duly authorised representative,

|  |  |
| --- | --- |
| Signature of representative of Recipient duly empowered[[1]](#footnote-1) to sign the Undertaking | |
| Name  Signature |  |
| Position |  |
| Date |  |

1. Signatory must enclose the document proving his/her due empowerment to sign on behalf of Recipient. [↑](#footnote-ref-1)