






# Anti-Canvassing, Non-Collusion and Tendering Ethics Policy

Fair competition, proper tender conduct, no improper approaches and no bid-rigging.

 <p><b>No canvassing</b></p> <p>No improper approaches to client staff, advisers, elected members or decision-makers.</p>	 <p><b>No collusion</b></p> <p>No bid-rigging, cover pricing, price sharing or market allocation.</p>
 <p><b>Official channels</b></p> <p>Tender questions and clarifications must use the approved route or portal.</p>	 <p><b>Declare issues</b></p> <p>Potential unfair advantage, conflicts or accidental disclosures must be escalated.</p>

## Tender ethics route

A simple control route that is proportionate for Veraxus Ltd and useful for tender evidence.



Company	Veraxus Ltd
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Approved by	Alex Stefan, Director
Next review	11 May 2027, or earlier if required

This policy gives Veraxus Ltd a practical standard for public-sector, framework, landlord, client and subcontractor tenders. It helps demonstrate that tendering is handled fairly, independently and through proper channels.

# 1. Purpose and procurement alignment

Veraxus Ltd is committed to fair, honest and transparent tendering. The company will not canvass, collude, manipulate competition, seek improper influence, submit misleading information or obtain unfair advantage in any procurement process.

This policy supports public procurement integrity, Procurement Act 2023 conflict/unfair advantage expectations, supplier declarations, non-collusion certificates, anti-canvassing requirements and tender portal rules commonly used by contracting authorities and clients.

# 2. Scope

This policy applies to all tenders, quotations, supplier registrations, PQQs, framework applications, subcontract submissions, client proposals and negotiated package opportunities involving Veraxus Ltd.

It applies to directors, employees, subcontractors, consultants, bid writers, suppliers and anyone assisting Veraxus Ltd with business development or tender submission.

# 3. Core commitments

- Submit tenders independently and honestly, without collusion with competitors or other bidders.
- Use only approved communication routes for tender clarification, questions and submissions.
- Do not canvass decision-makers, client representatives, advisers, officers, councillors or evaluators for improper advantage.
- Do not exchange pricing, margins, bid strategy or confidential tender information with competitors.
- Declare any actual, potential or perceived conflict of interest, unfair advantage or accidental access to confidential information.

# 4. Prohibited conduct

Conduct	Meaning	Veraxus standard
<b>Canvassing</b>	Improperly contacting or influencing a client, authority, evaluator, adviser or decision-maker outside the permitted process.	Do not approach. Use official portals, designated contacts and recorded channels only.
<b>Collusion</b>	Agreeing prices, bid positions, winners, losers, cover bids or market allocation with another party.	Prepare bids independently and protect pricing confidentiality.
<b>Bid-rigging / cover pricing</b>	Submitting a deliberately uncompetitive bid or helping another party manipulate the result.	Never support or participate in artificial competition.
<b>Misleading submissions</b>	Providing false, incomplete or exaggerated evidence, declarations or capability claims.	Use accurate, careful wording and evidence-based claims.
<b>Improper advantage</b>	Using privileged information, undisclosed conflicts or preliminary engagement unfairly.	Declare, mitigate and follow client instructions.

# 5. Tender communication rules

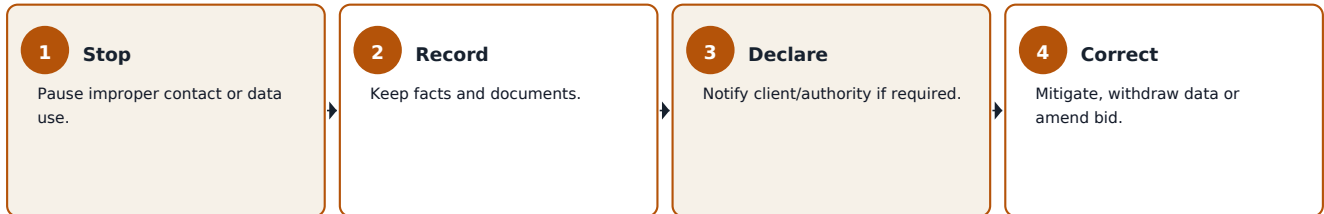
- Read the ITT/PQQ instructions before contacting the client or authority.
- Use the tender portal or named procurement contact for questions unless expressly told otherwise.
- Keep clarification questions professional, relevant and non-pressuring.
- Do not seek private feedback, scoring information or evaluation influence during live procurement.
- Record key tender communications and retain submitted versions where practical.

# 6. Subcontractor and supplier tendering

Where Veraxus Ltd relies on subcontractor or supplier quotations, those parties must not collude with competitors or provide misleading information. Veraxus Ltd will treat supplier pricing, names, technical information and commercial terms as confidential unless disclosure is required by the tender or agreed in writing.

If a supplier sends information that appears to belong to another bidder or indicates market sharing, bid rigging or inappropriate coordination, Veraxus Ltd will pause use of that information and escalate the concern.

## 7. Response route



## 8. Tender declaration wording

*Veraxus Ltd confirms that tender submissions are prepared independently and in good faith. The company does not canvass, collude, engage in bid-rigging, exchange competitor pricing, seek improper influence or knowingly obtain unfair advantage. Potential conflicts, accidental disclosures or procurement integrity concerns are escalated promptly and managed through director-led review.*

## 9. Monitoring and review

This policy will be reviewed annually or earlier if procurement law, client tender requirements, framework rules or operational experience indicate that updates are required.

## 10. Reference alignment

Reference	Reason for relevance
<b>Procurement Act 2023 conflict and exclusion principles</b>	Relevant to unfair advantage, preliminary market engagement, improper conduct and conflicts of interest in procurement.
<b>Government procurement conflict guidance</b>	Supports identifying, declaring and managing actual, potential and perceived conflicts and avoiding unfair advantage.
<b>Public-sector non-collusion and anti-canvassing certificates</b>	Public authorities commonly require bidders to certify non-collusion, non-canvassing and non-corruption as part of tender submissions.

# Declaration and electronic approval

## Electronic approval and signature

This document has been electronically approved and signed by the Director of Veraxus Ltd. The typed signature below is intended to authenticate and approve this document on behalf of the company.

<b>Company</b>	Veraxus Ltd
<b>Document status</b>	Approved
<b>Name</b>	Alex Stefan
<b>Position</b>	Director
<b>Signature</b>	Alex Stefan
<b>Date</b>	11 May 2026
<b>Next review</b>	11 May 2027, or earlier if required

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