

Office of Compliance
TEXAS SOUTHERN UNIVERSITY
Due Diligence Profile

Please complete the due diligence questionnaire below as it pertains to your business. We request you respond to each question as accurately as possible.

1. Business/Entity Name, Address and EIN/TIN:

COMPANY NAME: _____

COMPANY ADDRESS: _____

CITY, STATE, ZIP: _____

Tax I.D. #: _____

2. Description of Business/Entity:

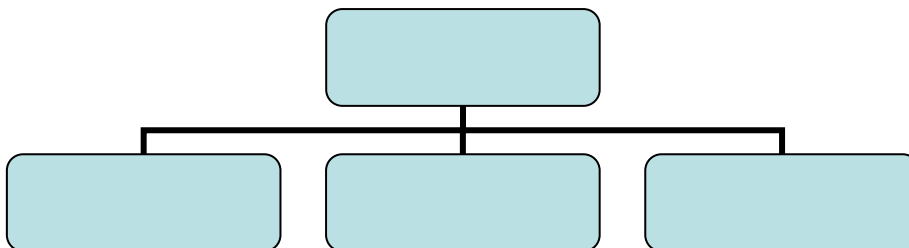
Corporation Partnership Sole Proprietorship Affiliation

Other Please explain: _____

3. State the number of years (months if less than one year) the entity has been in existence?

RESPONSE:

4. Attach a copy of your organizational chart of Key Executive Administration/Personnel to accompany the above information (Include Name and Title):



5. Please provide a copy of your most recent audited financial statements, disclosures, and the opinion issued. If the financial statements have not been audited, please submit your income statements and balance sheets for the past three years PLUS federal tax returns for the past two years.

RESPONSE: _____

6. Attach a copy of all relevant certificates of insurance and letter of bondability.

RESPONSE: _____

7. Litigation:

Within the last five years, has your business, any predecessor of your business, or any member of your business:

a. Been the subject of any disciplinary action by court, professional organization or regulatory agency? Yes No If yes, please describe: _____

b. Been a party to any litigation directly or indirectly related to the conduct of your business? Yes No If yes, please describe: _____

c. Is your business, predecessor of your business, or any member of your business currently a party to any litigation that is in progress? Yes No If yes, please describe: _____

8. Parent/Subsidiary companies and or other company affiliations. Please include address, organizational structure and contact information:

RESPONSE:

9. Please provide the following information for the "ultimate" owner(s) of the bidding entity:

Name	Ownership Description (Principal/Associate, General/Limited Partner, etc...)	Board Member (Position / Title)	% Interest or Ownership in Business

10. Conflict of Interest

Section 51.923 of the Texas Education Code, Contracts between Institutions of Higher Education and Corporations, provides an exception to the common-law rule invalidating contracts in which a member of the governing board of an institution of higher education is pecuniarily interested. The governing board of an institution of higher education may enter into a contract or another transaction with a for-profit corporation even though one or more members of the institution’s governing board also serves as a stockholder or director of the corporation, provided that no member of the governing board owns or has a beneficial interest in more than five percent (5%) of the corporation’s outstanding capital stock and further provided that the contract or transaction is: (1) an affiliation, licensing, or sponsored research agreement; or (2) awarded by competitive bidding or competitive sealed proposals.

Furthermore, in accordance with Section 51.923 of the Texas Education Code, a Board Member with an interest in the contract or transaction must be disclosed and shall refrain from voting on the contract or transaction.

Therefore, please disclose if any Member of the TSU Board of Regents, President or Executive Administration that has an interest of more than five percent (5 %) in your business/entity:

Name	Position or Title	% Interest and/or Affiliation

CERTIFICATION OF QUALIFICATIONS:

I, the undersigned certify under penalty of law that the above and foregoing information for (_____) is true and correct representation and complete disclosure of the facts to the best of my knowledge.

Please sign below as the designated Representative/Agent of your business:

SIGNATURE

DATE

NAME (Typed)

TITLE