

Tobacco Authority of Thailand Announcement
on Transparent Procurement Policy
Fiscal year 2027

Tobacco Authority of Thailand (TOAT) has committed to operating in accordance with the principles of good governance. It has implemented a policy against corruption and unethical behavior within the corporate department of TOAT. The Integrity and Transparency Assessment (ITA) has established measures to promote transparency in procurement, which serves as an internal policy to protect and verify staff involved in procurement and bidders, reduce the risk of fraud and conflict of interest, demonstrate transparency, disclose information, provide opportunities for fair competition, build confidence among stakeholders, and enhance integrity and transparency within the procurement organization.

Tobacco Authority of Thailand sets out the policies to promote transparency in procurement as follows:

1. Officers involved in procurement shall comply with the provisions of the Procurement and Management Act of the State Department 2017, as well as any other relevant rules and regulations that are fair to sellers, employers, bidders, or bid winners, and strictly comply with the Conflict of Interest prevention policies of TOAT.

2. Officers involved in procurement and bidders pledge to uphold a contract of goodwill, which serves as an important mechanism for mutual protection against fraud in procedures ensuring they are free from misconduct.

3. Officers involved in procurement shall not have any interest in the tenderer, employment contractor or contractor. They must not receive or accept any property or benefits, directly or indirectly, whether before or after performing their duties, and shall not receive any gifts in relation to their responsibilities. (No Gift Policy) The head of procurement and procurement staff must record the information and sign the self-certification form, keeping it within their department, and send a copy via email to ita@thaitobacco.or.th.

4. For each procurement exceeding 300,000 baht (including value-added tax), the chairman of the appointed committee responsible for the procurement-such as the chairman of another committee or, in the absence of the committee, the designated officer-shall assume responsibility for the procurement. They must confirm that they have no relationship with the tenderer or contractor involved in the procurement process for the specific list, project, or activity. This confirmation must be made by providing the relevant information and signing their name on the following forms: Self-Certification Form (for Officers and Procurement Staff) "Ror Ror.1" (for the chairman of the committee or the officer involved with procurement), "Ror Ror.2" (for bidders), "Ror Ror.3" (Integrity Contract), and "Ror Ror.4" (assessment of the officer by contractor), which are attached to this policy.

All units are required to report projects that do not comply with the measures to promote transparency in procurement by sending an email to ita@thaitobacco.or.th by the 5th of every month.

This announcement is made for general information Effective from October 1, 2026 onwards.

Issued on 25 September 2026

(Mr. Poomjit Pongpanngam)
Governor of Tobacco Authority of Thailand



QR code for the forms

1. Self-Certification Form (for Officers and Procurement Staff)
2. Ror Ror.1 (for the chairman of the committee / the officer involved with procurement)
3. Ror Ror.2 (for bidders)
4. Ror Ror.3 (Integrity Contract)
5. Ror Ror.4 (assessment of officer by contractor)

Self-Certification Form (for Officers and Procurement Staff)

Self-Certification Document
In accordance with the measures to promote transparency in procurement.

According to the Tobacco Authority of Thailand's announcement regarding measures to promote transparency in procurement, these internal measures are designed to prevent and monitor officials involved in procurement and bidders. They aim to prevent any actions that may lead to conflicts of interest concerning the Tobacco Authority of Thailand, reduce the opportunities for corruption, and guard against conflicts of interest or overlapping interests. It is required that the head of procurement and procurement staff demonstrate transparency in their assigned duties.

☐ Head of Procurement ☐ Procurement Staff

I, Mr./Mrs./Miss .....

Position: .....Department: .....

Division/Office: .....Phone: .....

I hereby confirm and self-certify as follows:

1. I perform my duties in accordance with ethical principles, professional standards, and the principles of good governance, as well as the policies against corruption and misconduct in state enterprises of the Tobacco Authority of Thailand.

2. I will not provide advantages or engage in favoritism; I will treat all bidders equally. For example, I will provide the same information to all bidders and will not disclose any confidential information that could benefit one bidder over another in the bidding process or procurement activities. I will facilitate and support fair competition.

3. I will consider the best interests of the Tobacco Authority of Thailand and will not seek personal benefits. I will also fully and accurately comply with the laws, regulations, orders, rules, and guidelines of the Tobacco Authority of Thailand.

4. I perform my assigned duties by prioritizing the public interest of the Tobacco Authority of Thailand, exercising the authority of my position with integrity and fairness, and refraining from any actions that could undermine trust or confidence in my performance. I will act in accordance with the Public Procurement and Government Procurement Management Act B.E. 2560 (2017).

5. I have no interests, connections, or benefits, nor do I solicit or accept any property, other benefits, or bribes, whether directly or indirectly, from any agency or stakeholders. This includes avoiding any conflict between personal interests and the public interest of the Tobacco Authority of Thailand. I will also adhere to the No Gift Policy regarding gifts and gratuities related to my duties.

6. In the event that I have any involvement or connection that may result in benefits related to a request for approval or support from the Tobacco Authority of Thailand, I must inform the Tobacco Authority of Thailand of the relationship or connection concerning that request. I will not participate in the decision-making process and will not exercise approval authority in that transaction.

Signature.....

(.....)

Date.....

Remark: The head of procurement and procurement staff must record the information and sign the self-certification form, keeping it within their department, and send a copy via email to ita@thaitobacco.or.th.

Form Ror Ror.1 (for the chairman of the committee / the officer involved with procurement)

Document of Guarantee of Irrelevance between bidders and officers involved with procurement

As I am Mr./ Mrs./ Miss .....

Position .....

Sub-Division .....

Department ..... Tel. No. .....

Who is involved with the procurement of .....

.....

Date of bid submission .....

I do guarantee that I am not involved, gain and loss, and not receive any benefit from the bidders, which can affect to the transparency in procurement, including may cause to conflict of interest.

Signature ..... Name of Guarantor

(.....)

Position .....

Chairman of the Committee / the officer

Date .....

Remark : For each procurement, the chairman of committee for e-bidding/ , the chairman of committee for vendors selection / the chairman of committee for specific vendor selection, or any other chairman of committee / or have no chairman of committee, the officer who is appointed to be responsible for procurement instead, should guarantee that he/she has not involved with the bidders for each procurement, and should declare the information in the form "Ror Ror.1 (for the chairman of the committee, or for the officer involved with procurement), "Ror Ror.2 (for bidders)," "Ror Ror.3 (Integrity contract)" and "Ror Ror.4 (assessment of officer by contractor)" through the website of Tobacco Authority of Thailand

Form Ror Ror.2 (for bidders)

Document of Declaration of Non-Involvement between the bidder and the relevant procurement officer

☐ Company / Partnership / Store

As I, Company / Partnership / Store .....

.....

Registration as a legal entity on .....

Headquarter number .....

.....

By..... The authorized person signing on behalf of the juristic person as stated in the certification letter of the company's registrar.....

.....

.....

or power of attorney dated .....

☐ General public

As I, Mr./Mrs./Miss .....

Address no. .....

Who has submitted a bid for the procurement list .....

.....

On the date .....

"I hereby certify that in submitting this bid/ proposal, I have no conflict of interest, no vested interests, and no benefits provided to the relevant procurement officers associated with this procurement process, which may compromise transparency and result in any overlapping benefits."

Signature ..... Certifying person

(.....)

Date .....

Remark : Tobacco Authority of Thailand is committed to conducting business in accordance with ethical principles. It is dedicated to promoting transparency, as evidenced by the assessment and compliance with the (Integrity and Transparency Assessment: ITA) guidelines for preventing corruption. This includes scrutinizing the relationships between relevant procurement officers and bidders to prevent conflicts of interest and overlapping benefits. This demonstrates a commitment to conducting operations with transparency, disclosing information, and providing fair competitive opportunities, fostering trust among stakeholders, and driving the enhancement of ethics and transparency within the procurement department.

Form Ror Ror.3 (Integrity Contract)

The document pertains to the Ethical Covenant, emphasizing collaboration for preventing and combating corruption in state procurement. It aligns with measures to promote transparency in procurement processes.

Tobacco Authority of Thailand its intention to initiate the development of an Ethical Covenant, in accordance with measures promoting transparency in state procurement. This process adheres to legal provisions and regulations related to state procurement. The objective is to foster collaboration in preventing and combating corruption in procurement, ensuring transparency, fairness, and integrity. This covenant serves as an agreement between government agencies, relevant officials involved in procurement, and bidding entities. Its purpose is to establish a crucial mechanism for jointly preventing and combating corruption throughout various stages of the procurement process, free from any corrupt practices or unauthorized actions.

Therefore, we join in creating the Ethical Covenant for this list.....

.....

.....

On the date.....

Chairperson of the Committee/Officer involved in procurement

I hereby pledge to adhere to the following ethical commitments:

1. Disclose information related to public procurement on the website of the Tobacco Authority of Thailand in accordance with measures to promote transparency in procurement, allowing the general public the opportunity to participate in scrutinizing the public procurement processes.

2. Treat all bidders equally by providing the same information to each, and refrain from disclosing confidential or advantageous information to any individual bidder that may give them an advantage during the bidding or procurement process. Facilitate and support fair competition.

3. Implement measures to prevent any actions towards bidders that could raise suspicions of misconduct, lead to corrupt practices, or create unfair advantages for certain bidders. This includes prohibiting conditions or benefits that unfairly favor or hinder certain bidders' competitiveness during the bidding process, as well as establishing policies to prevent the acceptance and giving of gifts in order to reduce the likelihood of corrupt practices.

4 . Establish measures and guidelines for managing complaints in the event of misconduct or inappropriate conduct by personnel of the Tobacco Authority of Thailand related to procurement. Provide convenient channels for individuals who believe that board members, officials, or individuals involved in procurement have not adhered to the agreed-upon terms or have engaged in actions contrary to these terms, or have witnessed behavior indicative of misconduct or potentially leading to corruption, to lodge complaints through the Tobacco Authority of Thailand's complaint system.

For the bidders, I hereby pledge to adhere to the following ethical commitments:

1. Adhere to policies, measures, and necessary procedures to prevent corruption and support transparent and fair procurement processes.

2. Not provide bribes, gifts, or other incentives to induce any actions, both directly and indirectly, that would benefit the bidding process or contract acceptance for government agencies, leading to unfair advantages and receiving benefits before, during, and after procurement.

3. The party making this ethical commitment is responsible for the actions of their subcontractors as if they were their own actions and must ensure that these subcontractors fulfill their duties as if they were signatories to this agreement.

4. In the event that it is found that a bidder or their representative has not complied with the terms of this agreement, or if behavior indicative of misconduct or potentially leading to corruption is observed, it can be reported through the complaint channel of the Tobacco Authority of Thailand.

Signature ..... certifying person
(.....)
Position .....
Committee Chairman/Officer
Date .....

Signature ..... Petitioner
(.....)
Bidder
Date .....

Form Ror Ror.4
(assessment of officer by contractor)

The certification document between the winning bidder and the relevant officials involved in the procurement process, according to the policy of not accepting gifts and rewards for performing duties. (No Gift Policy)

☐ **Company / Partnership / Store**

As I, Company / Partnership / Store

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Registration as a legal entity

On.....

Headquarter number

.....

.....

By..... The authorized person signing on behalf of the corporate entity as indicated in the certification letter of the Department of Business development .....

.....

or power of attorney dated.....

☐ **General public**

As I, Mr./Mrs./Miss.....

Address no.....

.....

This is the winning bidder for the procurement project .....

.....

The date of signing the contract/purchase order.....

.....

<u>Evaluating the risk of corruption in the issue of bribery accordance with the policy of not accepting gifts and rewards for performing duties.</u> **(No Gift Policy)**

Do the procurement inspection committee or officials solicit or accept bribery, money, property, gifts, rewards, or benefits (other than those legally prescribed, such as fees or fines) in exchange for performing duties or providing services ?

☐ **Do not have** ☐ **Have**

Signature ..... certifying person

(.....)

Date .....

Remark: Tobacco Authority of Thailand is committed to conducting business in accordance with ethical principles. It is dedicated to promoting transparency, as evidenced by the assessment and compliance with the (Integrity and Transparency Assessment: ITA) guidelines for preventing corruption. This includes scrutinizing the relationships between relevant procurement officers and bidders to prevent conflicts of interest and overlapping benefits. This demonstrates a commitment to conducting operations with transparency, disclosing information, and providing fair competitive opportunities, fostering trust among stakeholders, and driving the enhancement of ethics and transparency within the procurement department.