

APPROVED BY

General Director of JSC «Unified Electronic Trading Platform»

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## Electronic trading platform for conducting procurement procedures of the State Atomic Energy Corporation «Rosatom» and its subordinate organizations

## Organizer's User Guide

Concluding a Contract with Small and Medium Enrepreneurship



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## **1. FIELD OF APPLICATION**

The automated system for conducting procurement procedures in electronic form for The State Atomic Energy Corporation «Rosatom» (hereinafter referred to as the System, electronic trading platform, ETP) is designed to provide a unified procedure for conducting various procurement procedures in electronic form.

This document is intended for users of the System. The document provides basic information about the purpose and conditions of using the System, describes the features of using the System when performing functions that provide the main activity for conducting various types of procedures in electronic form (auction, reduction, competition, request for quotes, request for proposals), as well as functions that provide activities for obtaining the necessary information about the procedures and directly participating in them. This document describes the actions required to ensure effective user experience.

The system is an electronic trading platform (ETP) that meets the requirements of the following regulations:

- Federal law No. 63-FZ of April 4, 2011, «On Electronic Signature».

- Government order No. 179 of March 17, 2008 «On the Endorsement of the Regulation on the Use of Internet Sites Carrying out Open Auctions in the Electronic Form and on the Requirements to the Technological, Software, Linguistic, Legal and Organizational Means of Support of the Use of the Mentioned Sites, as well as to the Systems Providing Open Auctions in the Electronic Form».

 Uniform Industry Procurement Standard (Rosatom Procurement System) of The State Atomic Energy Corporation «Rosatom».

The system performs the functions of preparing, receiving, analyzing, processing, and providing information related to procurement procedures for the needs of The State Atomic Energy Corporation «Rosatom» and its subordinate organizations.



## 2. PRE-CONTRACTUAL NEGOTIATIONS

1) After the publication of the protocol summarizing the procedure, but before the conclusion of the contract, the Customer can conduct pre-contractual negotiations with the winner.

2) Pre-Contractual negotiations are conducted outside the ETP.

3) Based on the results of pre-contractual negotiations in the Rosatom Procurement System (RPS), it is necessary to form a protocol and transmit it to the ETP through integration.

4) After sending to the ETP, a draft protocol is automatically created.

5) To view and publish a draft protocol, go to the section with procedures in your Profile, select the necessary one in the list, then select **Sign the protocol of pre-contractual negotiations** in the list of actions (Fig. 1).

| Быстрый по | ИСК             |    |           |   |              |                  |                   | dh                          | Search ( Advanced Search                     |
|------------|-----------------|----|-----------|---|--------------|------------------|-------------------|-----------------------------|--|
| room       | Registry No.    | At | Organizer | Name  | Applications | Acceptance of ap | Amount            | Status                      | Operations                                   |
| p1604491   | ATOM04112000014 | T  | sanya     | Open tender in electronic form, participants of which can only be small<br>and medium-sized businesses for the right to conclude an agreement<br>for the Roseltorg Tender | 2            | 11/04/2020 15:07 | RUB 10,099,999.00 | Conclusion of a<br>contract | \$\$\$\$\$ <b>₩</b> \$\$\$\$<br>2 <b>0 :</b> |

Fig. 1

6) The Signature of the protocol of pre-contractual negotiations form is displayed (Fig. 2).



| General information about the procedure                                |  |
|--|--|
| Procedure number:  | ATOM04112000014  |
| Procedure name:  | Open tender in electronic form, participants of which can only be small and medium-sized businesses for<br>the right to conclude an agreement for the Roseltorg Tender |
| Procedure type:  | Competition in electronic form, participants of which can only be small and medium-sized businesses  |
| Organizer:   | sanekz   |
| Organizer's contact details:   | 7-777-77777, qwe@qwe.qwe   |
| The contact person:  | Artemiev Alexander Vladislavich  |
| Date of publication of the notice:                                     | 04.11.2020   |
| End date and time of application<br>submission:                        | 11/04/2020 15:07 [GMT +3]  |
| Date of publication of the envelope opening protocol:                  | 11/04/2020 15:07 [GMT +3]  |
| Protocol data  |  |
| Participant name:  | LLC "First"  |
| INN:   | 5505504680   |
| Checkpoint:  | 435344587  |
| Participant's application price based on the results of the procedure: | 880,001.00   |
| Protocol No.:  | pr160449181989793  |
| Contract price:  | 868,296.00   |
| Protocol of pre-contractual negotiations                               |  |
| Protocol pre- contract_negotiation.txt, size 17 b, nu                  | umber: pr160449181989793, added 04.11.2020 [GMT +3]  |
|  |  |
|  |  |
|  | Sign and send  |

Fig. 2

7) To post the protocol, select **Sign and send** and read the information carefully in the data confirmation form that opens (Fig. 3).

| дписание протокола преддоговорных переговоров                                 |              |   |
|---|--------------|---|
| естровый номер процедуры: АТОМ04112000014                                     |              |   |
| мер лота: 1   |              |   |
|   |              |   |
| нные протокола  |              |   |
| именование участника: ООО первый  |              |   |
| IT : 3505504000   |              |   |
| ит - 455544567  |              |   |
| Inorokona - pri60449181982703   |              |   |
| на договора: 868 296  |              |   |
|   |              |   |
| ютокол преддоговорных переговоров (1 файл):                                   |              |   |
| Протокол_преддоговорных_переговоров.txt (контрольная сумма ГОСТ Р 34.11-94    |              |   |
| 04b5b602d761f3651941bfb761b5ff2056ca908b23fa975b32b5af9a585b2d, размер 17 б). |              |   |
|   |              |   |
| та и время подписания протокола на ЭТТ: 04.11.2020 15:24                      |              |   |
|   |              |   |
|   |              |   |
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|   |              |   |
|   |              | _ |
|   |              |   |
|   | Back to Sign |   |
|   | Dack to Sign |   |

Fig. 3

8) If all the specified data is correct, click **Sign**.



9) In the window that opens, click **Yes** and select the ES certificate. then click **OK**. You will see a message about the successful publication of the protocol on the ETP.

10) After publication, the protocol will be automatically sent to the EIS via integration (see paragraph 8). The Protocol is expected to be signed at the EIS by the Organizer.

11) To view the published protocol, go to the procedure registry section in your Profile and select the appropriate one in the list, then select **Protocols** in the Operations column (Fig. 4).

| Быстрый поис | x.              |        |           |   |              |                      |                   |                             | Search 🕑 Advanced Search           |
|--------------|-----------------|--------|-----------|---|--------------|----------------------|-------------------|-----------------------------|------------------------------------|
| room         | Registry No.    | A type | Organizer | Name  | Applications | Acceptance of applic | Amount            | Status                      | Operations                         |
| p160449118   | ATOM04112000014 | Y      | sanya     | Open tender in electronic form, participants of which can only be small and<br>medium-sized businesses for the right to conclude an agreement for the Roseltorg<br>Tender | 2            | 11/04/2020 15:07     | RUB 10,099,999.00 | Conclusion of a<br>contract | ` <mark>`</mark> ∎≣≣∎ <b>`</b> ``` |

Fig. 4

12) On the protocol form that opens, you will be able to view and download the protocol in the Protocols of pre-contractual negotiations section (Fig. 5).

| . added 04.11.2020 [GMT +3]<br>49181989793, added 04.11.2020 [GMT View details |
|--|
| 49181989793, added 04.11.2020 [GMT View details                                |
| 49181989793, added 04.11.2020 [GMT View details                                |
|  |
|  |
| 4.11.2020 [GMT +3]   |
| 4.11.2020 [GMT +3]   |

Fig. 5



## **3.** CONCLUSION OF A CONTRACT

#### **3.1.** Customer Actions

#### 3.1.1. The Issue of a Contract and Sending to ETP

1) The contract is concluded after the procedure has passed to the **Conclusion of the contract** status (Fig. 6).

| ? | Быстрый і | тоиск        |   |           |   |              |                     |                      | # Search                    | Advanced Search |
|---|-----------|--------------|---|-----------|---|--------------|---------------------|----------------------|-----------------------------|-----------------|
|   | room      | Registry No. | A | Organizer | Name  | Applications | Acceptance          | Amount               | Status                      | Operations      |
| ŧ | p1604     | ATOM03112000 | T | sanya     | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 2            | 03.11.2020<br>14:58 | RUB<br>10,099,999.00 | Conclusion of a<br>contract | <b>₩</b> ₩      |

Fig. 6

2) The contract is drafted by the Customer in the Rosatom Procurement System for transfer to the ETP through integration.

3) After sending it to the ETP, a contract is automatically created. The contract status is

set to Agreement subject to agreement with the Customer.

Note 1. The contract, which is in the status Contract on agreement with the customer available for viewing on the electronic trading platform to the Customer only.

4) The Customer can view the contract on the ETP. To do this, go to the section with procedures in the Profile, select the necessary one in the list, then select Contract in the Operations column (Fig. 7).

| ? | Быстрый г | поиск        |   |           |   |              |                     |                      | # Search                    | Advanced Search                        |
|---|-----------|--------------|---|-----------|---|--------------|---------------------|----------------------|-----------------------------|--|
|   | room      | Registry No. | A | Organizer | Name  | Applications | Acceptance          | Amount               | Status                      | Operations                             |
| Ð | p1603     | ATOM28102000 | Ŧ | sanya     | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 2            | 28.10.2020<br>12:14 | RUB<br>10,099,999.00 | Conclusion of a<br>contract | ************************************** |

Fig. 7

5) On the list of contracts form that opens, click on the contract (Fig. 8).



| Customer | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status   |  |
|----------|---------------------|------------------|-----------|---------------------|-------------------|--|--|
| anya     | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | Agreement subject<br>to agreement with<br>the customer |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |
|          |                     |                  |           |                     |                   |  |  |

Fig. 8

6) The Lot contracts form opens (Fig. 9). Please read the contract carefully.

| ot information   |                            |
|--|----------------------------|
| Procedure registry number  | ATOM04112000016, lot No. 1 |
| ot name  | Hazelnut                   |
| Contract price   | RUB 360.00                 |
| Applicant recognized as the winner in the auction for this lot         | LLC "First"                |
| Customer   | SC "Rosatom"               |
| Organizer  | SC "Rosatom"               |
| Number of remaining working days for the supplier to sign the contract | five                       |
| Contract versions  |                            |
| Draft agreement  |                            |
| Latest version <u>Contract.txt</u> , size 16 b, added on               | 11/04/2020 15:21 [GMT +3]  |
| Documents  |                            |
| Disagreement protocols   |                            |
| Files missing  |                            |
| Protocols of refusal to conclude an agreement                          |                            |
| Files missing  |                            |
| Contract status  |                            |
| Agreement subju  | confirm the contract       |

Fig. 9



Note 2. The Supplier must sign the contract within the period specified in the contract card that equal to **the number of remaining working days for signing the contract with the Supplier** 

7) To send the contract for signing to the supplier on the form (Fig. 9), click **Confirm the contract**, the contract will go to the status **Contract signed by the supplier** (Fig. 10) and will be sent to the supplier for approval and signing.

| Lot information  |                             |
|--|-----------------------------|
| Procedure registry number  | ATOM04112000016, lot No. 1  |
| Lot name   | Hazelnut                    |
| Contract price   | RUB 360.00                  |
| Applicant recognized as the winner in the auction for this lot   | LLC "First"                 |
| Customer   | SC "Rosatom"                |
| Organizer  | SC "Rosatom"                |
| Number of remaining working days for the supplier<br>to sign the contract  | five                        |
| Contract versions  |                             |
| Draft agreement  |                             |
| Latest version <u>Contract.txt</u> , size 16 b, added on   | n 11/04/2020 15:21 [GMT +3] |
|  |                             |
| Documents  |                             |
| Documents<br>Disagreement protocols  |                             |
| Documents<br>Disagreement protocols<br>Files missing   |                             |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement                                      |                             |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing                     |                             |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing                     |                             |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing<br>Contract status  |                             |
| Documents Disagreement protocols Files missing Protocols of refusal to conclude an agreement Files missing Contract status Contra          | act signed by the supplier  |
| Documents Disagreement protocols Files missing Protocols of refusal to conclude an agreement Files missing Contract status Contract status | act signed by the supplier  |

Fig. 10

#### **3.1.2.** Supplier Signature

1) After the Supplier signs the contract, the contract is signed by the Customer.

2) The result of signing the contract by the Supplier will be sent to the Rosatom Procurement System and also available when viewing the contract on the ETP.

3) To view the contract, go to the section with procedures in your Profile, select the appropriate one in the list, then select Contracts in the Operations column (Fig. 11).



| ? | Быстрый | поиск        |   |           |   |              |                     |                      | # Search                    | Advanced Search |
|---|---------|--------------|---|-----------|---|--------------|---------------------|----------------------|-----------------------------|-----------------|
|   | room    | Registry No. | A | Organizer | Name  | Applications | Acceptance          | Amount               | Status                      | Operations      |
| Ð | p1603   | ATOM28102000 | T | sanya     | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Rosettorg Tender | 2            | 28.10.2020<br>12:14 | RUB<br>10,099,999.00 | Conclusion of a<br>contract |                 |

Fig. 11

4) The List of contracts form displays the contract with the status **Agreement upon** signing by the Customer (Fig. 12), to view the card, click on the contract.

| Customer | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status                                       |
|----------|---------------------|------------------|-----------|---------------------|-------------------|--|
| sanya    | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | Agreement upon<br>signing by the<br>customer |
|          |                     |                  |           |                     |                   | customer                                     |
|          |                     |                  |           |                     |                   |  |
|          |                     |                  |           |                     |                   |  |

Fig. 12

5) The Lot contracts form opens (Fig. 13).

| rocedure registry number<br>ot name<br>ontract price   | ATOM17082000079, lot number 1<br>Blue cheese |    |
|--|--|----|
| ot name<br>ontract price   | Blue cheese                                  |    |
| ontract price  |  |    |
|  | RUB 360.00                                   |    |
| pplicant recognized as the winner in the auction fonis in the suction for the suction for the suction for the success of the s | nr LLC "First"                               |    |
| ustomer  | SC "Rosatom"                                 |    |
| rganizer   | SC "Rosatom"                                 |    |
| umber of remaining working days for the supplier<br>a sign the contract  | 0  |    |
| ontract versions   |  |    |
| raft agreement   |  |    |
| atest version <u>Contract [19].txt</u> , size 17b, ac  | dded on 08/17/2020 08:56 [GMT +3]            |    |
|  |  | -  |
| ocuments   |  | ור |
| isagreement protocols  |  |    |
| Files missing  |  |    |
| rotocols of refusal to conclude an agreement   |  |    |
| Files missing  |  |    |
|  |  |    |
| antract status   | ent upon signing by the customer             |    |
|  |  |    |

Fig. 13



#### **3.1.3.** Response to disagreements under a Contract

1) If the Supplier has disagreements on the submitted draft contract, the Supplier can reject the agreement and send the Disagreement protocol.

2) If the Disagreement protocol is published, the Customer can view the protocol in the ETP contract form and in the Rosatom Procurement System via integration.

3) To view the Disagreement protocol, go to the section with procedures in your Profile, select the necessary one in the list, then select Contracts in the Operations column (Fig. 14).

| ? | Быстрый | поиск        |   |           |   |              |                     |                      | # Search                    | Advanced Search |
|---|---------|--------------|---|-----------|---|--------------|---------------------|----------------------|-----------------------------|-----------------|
|   | room    | Registry No. | A | Organizer | Name  | Applications | Acceptance          | Amount               | Status                      | Operations      |
| • | p1603   | ATOM28102000 | T | sanya     | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 2            | 28.10.2020<br>12:14 | RUB<br>10,099,999.00 | Conclusion of a<br>contract |                 |

Fig. 14

4) On the List of contracts form that opens, click on the contract (Fig. 15).

| Customer | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status                                |
|----------|---------------------|------------------|-----------|---------------------|-------------------|---------------------------------------|
| sanya    | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | The supplier<br>rejected the contract |

Fig. 15

5) In the Lot contracts form for viewing the contract (Fig. 21), the Disagreement protocols section will contain the documents that the Supplier attached.



| Arrocedure registry number ATOM16082000135, lot No. 1<br>Lot name Hazelnut<br>Contract price RUB 360.00<br>Applicant recognized as the winner in the auction for<br>this lot CC "Rosatom"<br>Customer SC "Rosatom"<br>Yumber of remaining working days for the supplier<br>o sign the contract<br>Contract versions<br>Draft agreement<br>Latest version Contract [17].txt , size 17b, added on 08/16/2020 01:35 [GMT +3]<br>Accuments<br>Disagreement protocols<br>Latest version als2 [3].txt , size 16 b, added on 08/16/2020 01:35 [GMT +3]<br>Protocols of refusal to conclude an agreement<br>Files missing<br>Disagreement supplier rejected the contract   | ot information  |   |
|--|---|---|
| Lot name       Hazelnut         Contract price       RUB 360.00         Applicant recognized as the winner in the auction for this lot       LLC "First"         Customer       SC "Rosatom"         Drganizer       SC "Rosatom"         Number of remaining working days for the supplier to sign the contract       0         Contract versions       SC "Rosatom"         Draft agreement       0         Latest version       Contract [12]_txt , size 17b, added on 08/16/2020 01:35 [GMT +3]         Disagreement protocols       Italest version         Latest version       a1s2 [3]_txt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Protocols of refusal to conclude an agreement       Italest version         Files missing       The supplier rejected the contract                                    | Procedure registry number   | ATOM16082000135, lot No. 1                |
| Contract price       RUB 360.00         Applicant recognized as the winner in the auction or<br>this lot       LLC "First"         Customer       SC "Rosatom"         Organizer       SC "Rosatom"         Number of remaining working days for the supplier<br>to sign the contract       0         Contract versions       0         Contract versions       0         Draft agreement       0         Latest version       Contract [12]bxt , size 17b, add= on 08/16/2020 01:35 [GMT +3]         Documents       0         Disagreement protocols       152 [3]bxt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Protocols of refusal to conclude an agreement<br>Files missing       152 [3]bxt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Contract status       The supplier rejected the contract | Lot name  | Hazelnut                                  |
| Applicant recognized as the winner in the auction for this lot LLC "First"   Customer SC "Rosatom"   Organizer SC "Rosatom"   Number of remaining working days for the supplier to sign the contract 0   Contract versions 0   Draft agreement Latest version Contract [12].txt, size 17b, added on 08/16/2020 01:35 [GMT +3] Documents Disagreement protocols Latest version als2[3].txt, size 16 b, added or 08/16/2020 01:35 [GMT +3] Protocols of refusal to conclude an agreement Files missing Contract status The supplier rejected the contract  | Contract price  | RUB 360.00                                |
| Customer SC "Rosatom"   Organizer SC "Rosatom"   Number of remaining working days for the supplier to sign the contract 0    Contract versions  Draft agreement Latest version  Contract.[17]_txt, size 17b, added on 08/16/2020 01:35 [GMT +3]  Documents  Disagreement protocols Latest version a1s2[3]_txt, size 16 b, added on 08/16/2020 01:35 [GMT +3]  Protocols of refusal to conclude an agreement Files missing  Contract status  The supplier rejected the contract   | Applicant recognized as the winner in the au<br>this lot            | ction for LLC "First"                     |
| Organizer SC "Rosatom"   Number of remaining working days for the supplier to sign the contract 0    Contract versions  Draft agreement Latest version Contract [17]_txt, size 17b, added on 08/16/2020 01:35 [GMT +3]  Documents  Disagreement protocols Latest version als2[3]_txt, size 16 b, added on 08/16/2020 01:35 [GMT +3]  Protocols of refusal to conclude an agreement Files missing  Contract status  The supplier rejected the contract  | Customer  | SC "Rosatom"                              |
| Number of remaining working days for the supplier 0   to sign the contract   | Organizer   | SC "Rosatom"                              |
| Contract versions         Draft agreement         Latest version       Contract [12].txt , size 17b, added on 08/16/2020 01:35 [GMT +3]         Documents         Disagreement protocols         Latest version       a1s2 [3].txt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Protocols of refusal to conclude an agreement         Files missing         Contract status         The supplier rejected the contract  | Number of remaining working days for the su<br>to sign the contract | upplier 0                                 |
| Draft agreement         Latest version       Contract [12]_txt , size 17b, added on 08/16/2020 01:35 [GMT +3]         Disagreement protocols         Latest version       a1s2[3]_txt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Protocols of refusal to conclude an agreement         Files missing         Contract status         The supplier rejected the contract   | Contract versions   |   |
| Latest version       Contract [12]_txt , size 17b, added on 08/16/2020 01:35 [GMT +3]         Documents         Disagreement protocols         Latest version       a1s2_[3]_txt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Protocols of refusal to conclude an agreement         Files missing   | Draft agreement   |   |
| Documents Disagreement protocols Latest version a1s2.[3]bxt , size 16 b, added on 08/16/2020 01:35 [GMT +3] Protocols of refusal to conclude an agreement Files missing Contract status The supplier rejected the contract   | Latest version <u>Contract [17].txt</u> , size                      | e 17b, added on 08/16/2020 01:35 [GMT +3] |
| Latest version       a1s2.[3].txt , size 16 b, added on 08/16/2020 01:35 [GMT +3]         Protocols of refusal to conclude an agreement         Files missing         Contract status         The supplier rejected the contract   | Documents<br>Disagreement protocols                                 |   |
| Protocols of refusal to conclude an agreement Files missing Contract status The supplier rejected the contract   | Latest version a1s2 [3].txt.size 16                                 | b. added on 08/16/2020 01:35 [GMT +3]     |
| Files missing Contract status The supplier rejected the contract   | Protocols of refusal to conclude an agreement                       |   |
| Contract status The supplier rejected the contract   | Filos missing   |   |
| Contract status The supplier rejected the contract   | Tiles missing   |   |
| The supplier rejected the contract   | Thes missing  |   |
|  | Contract status   |   |
|  | Contract status   | The supplier rejected the contract        |

Fig. 16

6) If the Disagreement protocol is submitted, the Customer has the opportunity to make a decision on making / not making ammendments to the contract.

7) This decision and the new contract must be formed in the Rosatom Procurement System and transferred to the ETP through integration.

8) After sending it to the ETP, the List of contracts form displays the decision to make / not make changes to the agreement, as well as new attached documents of the agreement (Fig. 17).



| or information                             |                                   |                                      |
|--|-----------------------------------|--------------------------------------|
| Procedure registry i                       | number                            | ATOM04112000018, lot No. 1           |
| Lot name                                   |                                   | Candied fruits, nuts                 |
| Contract price                             |                                   | RUB 360.00                           |
| Applicant recognize<br>this lot            | d as the winner in the auction fo | pr LLC "First"                       |
| Customer                                   |                                   | SC "Rosatom"                         |
| Organizer                                  |                                   | SC "Rosatom"                         |
| Number of remainir<br>to sign the contract | ng working days for the supplier  | five                                 |
|  | Remarks                           | s partially or completely eliminated |
| Contract versions                          |                                   |                                      |
| Draft agreement                            |                                   |                                      |
| Latest version                             | Contract [2] .txt , size 16 b, ac | dded on 11/04/2020 15:31 [GMT +3]    |
| Documents                                  |                                   |                                      |
| Disagreement protoc                        | ols                               |                                      |
| Latest version                             | als2.txt , size 16 b, added on    | 11/04/2020 15:31 [GMT +3]            |
| Protocols of refusal t                     | o conclude an agreement           |                                      |
| Files missing                              |                                   |                                      |
| Contract status                            | The                               | supplier rejected the contract       |

Fig. 17

9) To send the contract for signing to the Supplier (Fig. 17), click **Sign a contract**, the contract will go to the status **Contract signed by the supplier** (Fig. 18) and will be sent to the Supplier for approval and signing.



| a an de un a l'atam a sum b a a                                   |                                   |
|---|-----------------------------------|
| ocedure registry number   | ATOM04112000017, lot No. 1        |
| t name  | Candied fruits, nuts              |
| ntract price  | RUB 360.00                        |
| plicant recognized as the winner in the auction fo<br>is lot      | r LLC "First"                     |
| stomer  | SC "Rosatom"                      |
| ganizer   | SC "Rosatom"                      |
| mber of remaining working days for the supplier sign the contract | five                              |
| ntract versions   |                                   |
| aft agreement   |                                   |
| test version <u>Contract [1].txt</u> , size 16 b, ad              | ided on 11/04/2020 15:23 [GMT +3] |
| cuments   |                                   |
| sagreement protocols  |                                   |
| Files missing   |                                   |
| otocols of refusal to conclude an agreement                       |                                   |
| Files missing   |                                   |
|   |                                   |
| ntract status   |                                   |
| Cor   | ntract signed by the supplier     |

Fig. 18

#### **3.1.4.** Signing a Contract by the Customer

1) The Customer can sign the contract only after the contract is signed by the Supplier.

2) Before signing the contract, you must create this solution in the Rosatom Procurement System and transfer it to the ETP through integration.

3) After receiving the decision on the ETP, the agreement will change the status to **the contract is agreed with the customer** and the Customer will be able to sign the agreement on the ETP (Fig. 6).

4) To sign a contract, go to the section with procedures in your Profile, select the appropriate one in the list, then select Contracts in the Operations column (Fig. 19).

| ? | Быстрый г | тоиск        |   |           |   |              |                     |                      | # Search                    | Advanced Search |
|---|-----------|--------------|---|-----------|---|--------------|---------------------|----------------------|-----------------------------|-----------------|
|   | room      | Registry No. | A | Organizer | Name  | Applications | Acceptance          | Amount               | Status                      | Operations      |
| • | p1603     | ATOM28102000 | T | sanya     | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 2            | 28.10.2020<br>12:14 | RUB<br>10,099,999.00 | Conclusion of a<br>contract |                 |



5) On the List of contracts form click on the contract (Fig. 20).

| Customer | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status   |
|----------|---------------------|------------------|-----------|---------------------|-------------------|--|
| sanya    | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | The contract is<br>agreed with the<br>customer |

Fig. 20

6) In the Lot contracts form (Fig. 21), click **Sign**.

| Procedure registry number  | ATOM04112000019, lot No. 1     |
|--|--------------------------------|
| ot name  | Hazelnut                       |
| Contract price   | RUB 360.00                     |
| Applicant recognized as the winner in the auction for<br>his lot   | LLC "First"                    |
| Customer   | SC "Rosatom"                   |
| Organizer  | SC "Rosatom"                   |
| Number of remaining working days for the supplier o sign the contract  | five                           |
| contract versions  |                                |
| Draft agreement  |                                |
| Latest version Contract [3].txt , size 16 b, adde  | d on 11/04/2020 15:39 [GMT +3] |
| Documents  |                                |
| ocuments<br>Disagreement protocols<br>Files missing  |                                |
| ocuments<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement   |                                |
| Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing  |                                |
| Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing  |                                |
| Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing<br>Contract status<br>The contract               | ct is agreed with the customer |
| Decoments Disagreement protocols Files missing Protocols of refusal to conclude an agreement Files missing Contract status The contract Gigning a contract | ct is agreed with the customer |

Fig. 21

7) In the data confirmation form that opens (Fig. 22), carefully re-read the information contained in the text field.



| ereau and check the signed data careruny   |                       |  |  |  |  |
|--|-----------------------|--|--|--|--|
| заключение договора в электронной форме  |                       |  |  |  |  |
| Реестровый номер процелуры ЕИС: 32000154207  |                       |  |  |  |  |
| Внутренний номер процедуры: АТОМ04112000019  |                       |  |  |  |  |
| Способ закупки: Запрос предложений в электронной форме, участниками которого могут быть только субъекты м<br>предпринимательства   | алого и среднего      |  |  |  |  |
| продприлирание постоя.<br>Наименование постоя и Открытый запрос предложений в электронной форме, участниками   |                       |  |  |  |  |
| которого могут быть только субъекты малого и среднего предпринимательства на Право заключения дого<br>исторого могут быть только субъекты малого и среднего предпринимательства на Право заключения дого | овора на оказание     |  |  |  |  |
| услуг по теме. Организация передачи на   | au"                   |  |  |  |  |
| размещение на полнон тво отходов производства и потреоления ти-и классов опасности оди   | ц                     |  |  |  |  |
| Tarihendebanie Jona, Jechon opek<br>Sarabuw, sanatz  |                       |  |  |  |  |
| аказник ООО "Первый"   |                       |  |  |  |  |
| Согласованная цена договора: 360 ВЦВ   |                       |  |  |  |  |
| Номер заявки: 59889  |                       |  |  |  |  |
| Дата регистрации заявки: 04.11.2020 15:27  |                       |  |  |  |  |
| Дата подписания договора поставщиком: 04.11.2020 15:39   |                       |  |  |  |  |
| Дата подписания договора заказчиком: 04.11.2020 15:47  |                       |  |  |  |  |
| ПОДПИСЫВАЕМЫЕ ДОКУМЕНТЫ В СОСТАВЕ ДОГОВОРА:  |                       |  |  |  |  |
|  |                       |  |  |  |  |
| (1 файл):  | and the second second |  |  |  |  |
| 1) Контракт[3].txt (контрольная сумма ГОСТ Р 34.11-94 3672b96808e69b496b49bcbab40a2069e7702b0543e7d9875e<br>размер 16 б).  | 8706a7taebd023,       |  |  |  |  |
| ×  |                       |  |  |  |  |
| настоящим подтверждается подпись заказчиком договора по даннои процедуре   |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
|  |                       |  |  |  |  |
| N.   |                       |  |  |  |  |
|  | Sign                  |  |  |  |  |

Fig. 22

8) If all the specified data is correct, click **Sign**, in the window that opens, click **Yes** and select the registered ES, then click **OK**. You will see a message about the successful signing of the contract by the Supplier.

9) The Contract will change the status to **Contract is concluded**.

10) The result of signing the contract by the Customer will be transmitted to the Rosatom Procurement System through integration.

# 3.1.5. Recognition of the Supplier Evaded from the Conclusion of a Contract

1) Form a Protocol for recognizing the supplier as having evaded the conclusion of the contract in two cases:

a. The Supplier has decided to withdraw from the contract.

b. The Supplier is overdue in signing the contract.

c. The Supplier has overdue and failed to provide the files required for conclusion of the contract.

2) Rosatom Procurement System needs to create a Protocol and send it to the ETP through integration.

3) After sending to the ETP, a draft protocol is automatically created.



4) To view and publish a draft protocol, go to the section with procedures in your Profile, select the appropriate one in the list, then select Sign a protocol of evasion from concluding a contract in the Operations column (Fig. 23).



Fig. 23

5) The Signature of the protocol of evasion from the conclusion of the contract form opens (Fig. 24).

| eneral information about the procedure                                    |  |  |  |  |
|---|--|--|--|--|
| Procedure number:   | ATOM04112000020  |  |  |  |
| Procedure name:   | Open tender in electronic form, participants of which can only be small and medium-sized businesses for<br>the right to conclude an agreement for the Roseltorg Tender |  |  |  |
| Procedure type:   | Competition in electronic form, participants of which can only be small and medium-sized businesses  |  |  |  |
| Organizer:  | sanekz   |  |  |  |
| Organizer's contact details:  | 7-777-77777, qwe@qwe.qwe   |  |  |  |
| The contact person:   | Artemiev Alexander Vladislavich  |  |  |  |
| Date of publication of the notice:  | 04.11.2020   |  |  |  |
| nd date and time of application submission:                               | 11/04/2020 15:35 [GMT +3]  |  |  |  |
| Date of publication of the envelope opening<br>protocol:                  | 11/04/2020 15:35 [GMT +3]  |  |  |  |
| rotocol data  |  |  |  |  |
| Participant name:   | LLC "First"  |  |  |  |
| NN:   | 5505504680   |  |  |  |
| Checkpoint:   | 435344587  |  |  |  |
| Participant's application price based on the<br>results of the procedure: | 880,001.00   |  |  |  |
| Protocol No.:   | ATOM04112000020-124  |  |  |  |
| Contract price:   | 10,099,999.00  |  |  |  |
| Commission decision:  | DecisionText DecisionText Lorem ipsum  |  |  |  |
| rotocol of evasion from concluding a contract —                           |  |  |  |  |
| rotokol ukloneniya.txt size 16 b, number: ATOM04                          | 4112000020-124, added 04.11.2020 [GMT +3]  |  |  |  |
|   | Sinn and send  |  |  |  |

Fig. 24

6) To publish the protocol, select **Sign and send**. Read the information carefully on the Confirmation form (Fig. 25).



| cau uno crecia ene signeta data carectary   |   |
|---|---|
| раписание протокола уклонения от заключения договора  |   |
| естровый номер процедуры: АТОМ04112000020   |   |
| omep nota: 1  |   |
|   |   |
| анные протокола   |   |
| зименование участника : ООО "Первый"  |   |
| HH : 5505504680   |   |
| IN : 435344587  |   |
| ена заявки участника по итогам проведения процедуры : 880001.00   |   |
| Р протокола : АТОМ04112000020-124   |   |
| ена договора: 10 099 999  |   |
| ешение комиссии:  |   |
| DecisionText DecisionText Lorem ipsum   |   |
|   |   |
|   |   |
| лимателово оснакомо јесе с Рекоизитами для переода Обеспечения заявки участника, признанного уклонившимся<br>Тамиковециа поговора | 8 |
|   |   |
| жизины для перевода ососпечения заявки<br>ИК Бациа - 044525411  |   |
| III Valma, 04422411   |   |
| D Gaina, 78350101   |   |
| H Bakasuka: 72000000  |   |
| П заказчика: 11111111   |   |
| омер счёта заказчика: 40702810500240000094  |   |
|   |   |
|   |   |
|   |   |
| Troolokor_ykohennakakakakakakakakakakakakakakakakakaka  |   |
| , 2000000000 1000 10020000 / 02000 100/ 000/ 0  |   |
| ата и время полписания протокола на ЭТП: 04.11.2020 16:25   |   |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |
|   |   |
|   | • |
| Back to Sign  |   |
|   | - |



7) If all the specified data is correct, click on **Sign**.

8) Click **Yes** and select the registered ES certificate, then click **OK**. You will see a message about the successful publication of the protocol on the ETP.

9) After publication, the protocol will be automatically sent to the EIS via integration (see paragraph 8). the Protocol is expected to be signed at the EIS by the Organizer.

10) To view the published protocol, go to the procedure registry section in your Profile and select the appropriate one in the list, then select Protocols in the Operations column (Fig. 26).

| ATC | DM02072 | 2000032         |    |           |   |              |                  |                     | ×                        | earch 🛞 Advanced Search           |
|-----|---------|-----------------|----|-----------|---|--------------|------------------|---------------------|--------------------------|-----------------------------------|
| roo | m       | Registry No.    | A  | Organizer | Name  | Applications | Acceptance of    | Amount              | Status                   | Operations                        |
| p15 | 5937    | ATOM02072000032 | \$ | sanya     | Open auction in electronic form, participants of which can only be small and<br>medium-sized businesses for the right to conclude a contract for the<br>preparation of coffee | 2            | 07/02/2020 23:11 | RUB<br>7,000,000.00 | Conclusion of a contract | <b>◇※☆▲≦</b> ≦<br>∎∎⊒ <b>≈</b> `≈ |
|     |         |                 |    |           | preparation of coffee   |              |                  |                     |                          |                                   |
|     |         |                 |    |           |   |              |                  |                     |                          |                                   |
|     |         |                 |    |           |   |              |                  |                     |                          |                                   |

Fig. 26



11) On the Lot protocols form, you will be able to view and download the protocol in the Evasion Protocols section (Fig. 27).

| accordance with clause 7 of the Decree of the<br>Government of the Russian Federation of<br>11.12.2014 No. 1352: |   |         |  |  |
|--|---|---------|--|--|
| Purchase category:   | purchases in the field of atomic energy use |         |  |  |
| Brief description of the subject of procurement:   | Cheese                                      |         |  |  |
| oplication consideration protocols   |   |         |  |  |
| otocol consideration 2 parts.txt , size 17 b, number: pr16   | 0440484924780, added 03.11.2020 [GMT +3]    |         |  |  |
| Protokol rassmotreniya.txt , size 17 b, number: pr160440482819666, added 03.11.2020 [GMT +3]                     |   |         |  |  |
| umming-up minutes  |   |         |  |  |
| nal_protocol.txt , size 17 b, number: pr160440487074183,   | added 03.11.2020 [GMT +3]                   |         |  |  |
| vasion Protocols   |   |         |  |  |
| otokol_ukloneniya.txt size 16 b, number: ATOM031120000   | 20-123, added 03.11.2020 [GMT +3]           |         |  |  |
|  |   |         |  |  |
|  |   | Pack to |  |  |

Fig. 27

## 3.2. Supplier Actions

### **3.2.1.** Signing a Contract by the Supplier

1) To approve and sign the contract, the Supplier must go to the section with procedures in the Profile, select the necessary one in the list, then select Contract in the Operations column (Fig. 28).

| இ Быстрый поиск |                 |   |           |   |              |                  |                      |                             |            |
|-----------------|-----------------|---|-----------|---|--------------|------------------|----------------------|-----------------------------|------------|
| room            | Registry No.    | A | Organizer | Name  | Applications | Acceptance of    | Amount               | Status                      | Operations |
| p16044          | ATOM03112000020 | T | sanya     | Open tender in electronic form, participants of which can only be small and<br>medium-sized businesses for the right to conclude an agreement for the<br>Roseltorg Tender |              | 03.11.2020 14:58 | RUB<br>10,099,999.00 | Conclusion of a<br>contract | ବ୍ଦ è 🖿 😼  |

Fig. 28

2) The List of contracts form displays the contract with the **Contract signed by the supplier** status, click on the contract record (Fig. 29).



| ustomer | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status                             |
|---------|---------------------|------------------|-----------|---------------------|-------------------|------------------------------------|
| anya    | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | Contract signed by<br>the supplier |
|         |                     |                  |           |                     |                   | the supplier                       |
|         |                     |                  |           |                     |                   |                                    |
|         |                     |                  |           |                     |                   |                                    |

Fig. 29

3) The Lot contracts form opens (Fig. 30). Carefully read the card agreement and the

contract documents.

Note 3. Please note that the Customer has set a deadline for signing the contract. If the contract on your part is not signed within the specified period, the Customer may recognize you as having evaded the conclusion of the contract.

Note 4. In the case of the conclusion of an additional agreement, there is no control over the timing of the signing of the agreement.

| Procedure registry numb                        |                                     |  |
|--|-------------------------------------|--|
| roccure registry nume                          | er                                  | ATOM04112000022, lot No. 1                   |
| Lot name                                       |                                     | Candied fruits, nuts                         |
| Contract price                                 |                                     | RUB 360.00                                   |
| Applicant recognized as<br>this lot            | the winner in the auction for       | LLC "First"                                  |
| Customer                                       |                                     | SC "Rosatom"                                 |
| Organizer                                      |                                     | SC "Rosatom"                                 |
| Number of remaining wo<br>to sign the contract | rking days for the supplier         | five   |
| Decision on the contract                       |                                     |  |
| Decision date:                                 |                                     | 12/11/2020                                   |
| Decision:                                      |                                     | Sign a contract                              |
|  |                                     | Sign a contract                              |
| Contract versions                              |                                     | Reject the contract                          |
| Contract drafts uploaded t                     | y the customer                      | Refusal to conclude a contract               |
| Latest version                                 | Contract [5] .txt , size 16 b, adde | :d on 11/04/2020 15:48 [GMT +3]              |
| Contract status                                | If you agree with the draft         | agreement, click the button "Sign agreement" |
|  |                                     | Sign a contract                              |
| Documents<br>Disagreement protocols            |                                     | Sign a contract                              |

Fig. 30

4) If the NMC amount exceeds 100,000 thousand rubles, the form of the agreement card will contain an additional block «Source of debiting the victory fee» (Fig. 30).



| Lot Information   |   |
|---|---|
| Registration number of the procedure                                    | ATOM03032200017, lot № 1                  |
| Lot name  | Candied fruits and nuts                   |
| Contract price  | 805 945,48 RUB                            |
| The applicant recognized as the winner in the<br>procedure for this lot | qwer1 LLC                                 |
| Customer  | sanekz                                    |
| Organizer   | sanekz                                    |
| Decision on the contract  |   |
| The number of remaining days for signing the contract by the supplier:  | 4   |
| Date of the decision:   | 08.03.2022 23:59                          |
| Decision:   | Sign the contract                         |
| Раутепс теспоо: Тресование ос оплате                                    |   |
| Versions contract   |   |
| Contract drafts uploaded by the customer                                |   |
| Latest version KOHTDAKT.txt, size 16 b, added 03                        | .03.2022 16: 58 [GMT +3]                  |
| Contract status   |   |
| If you agree with the d   | haft agreement, click «Sign the contract» |
|   | Sign the contract                         |
|   |   |
|   |   |

Fig. 31

5) When you select the «Payment Method» field, a drop-down list will be displayed to select the required value: «Special Account» or «Payment Request» (Fig. 32). If you select the source of debiting the victory fee «Special Account», after the conclusion of the contract, funds will be automatically debited from the special account indicated on the form of the agreement card. If you select the source of payment for the victory «Request for payment», after the conclusion of the contract, the Supplier will receive a letter with a request to pay for the victory in the procedure using the details specified in the letter.

| Payment method: | Спецсчёт        | ~ |   |
|-----------------|-----------------|---|---|
|                 | Special Account |   |   |
|                 | Payment request |   | h |



6) If you select the value of the «Special account» field, additional mandatory fields will be displayed on the agreement card form: «Select a bank», «Special account number» (Fig. 33).

| tracts for lot                                |  |  |
|---|--|--|
| Lot Information                               |  |  |
| Registration number                           | of the procedure                           | ATOM03032200017, lot № 1                                       |
| Lot name                                      |  | Candied fruits and nuts  |
| Contract price                                |  | 805 945,48 RUB   |
| The applicant recogn<br>procedure for this lo | ized as the winner in the<br>t             | qwer1 LLC  |
| Customer                                      |  | sanekz   |
| Organizer                                     |  | sanekz   |
| Decision on the contra                        | ct   |  |
| The number of remain<br>by the supplier:      | ning days for signing the contract         | 4  |
| Date of the decision:                         |  | 08.03.2022 23:59   |
| Decision:                                     |  | Sign the contract  |
|   |  |  |
| Source of payment ded                         | uction for winning                         |  |
| Payment method: C                             | пецсчёт                                    | ¥  |
| Select a bank:                                | убличное акционерное общество "Сбо         | ербанк России"   |
| Special account                               | ,  |  |
| number:                                       |  |  |
|   |  |  |
| Versions contract                             |  |  |
| Contract drafts upload                        | led by the customer                        |  |
| Latest version                                | <u>Контракт.txt</u> , size 16 b, added 03. | .03.2022 16: 58 [GMT +3]                                       |
|   |  |  |
| Contract status                               |  |  |
| Contract status                               | If you agree with the d                    | raft agreement, click «Sign the contract»                      |
| Contract status                               | If you agree with the d                    | raft agreement, click «Sign the contract»                      |
| Contract status                               | If you agree with the d                    | raft agreement, click «Sign the contract»<br>Sign the contract |

Fig. 33

Note 5. If the procedure required collateral and «Special account» was specified as the bid collateral, the «Source of payment deduction for winning» block is unavailable for editing.

7) The field «Select a bank» additionally contains a drop-down list for selecting the appropriate bank from the list. The field «Special account number» is filled in with a current special account or specified when submitting an application (Fig. 34).



| procedure for this   |   | - |  |
|----------------------|---|---|--|
| Customor             | Public Joint Stock Company Sberbank of Russia                   | * |  |
| customer             | VTB Bank (Public joint stock Company)                           |   |  |
| Organizer            | Gazprombank (Joint-Stock Company)                               |   |  |
|                      | Joint-Stock Company "Russian Agricultural Bank"                 | H |  |
| Decision on the cont | JOINT-STOCK COMPANY ALFA-BANK                                   |   |  |
| The number of rem    | CREDIT BANK OF MOSCOW (public Joint Stock Company)              |   |  |
| by the supplier:     | Public Joint-Stock Company Otkritie Financial Corporation Bank  |   |  |
| Date of the decision | Joint-Stock Company "Raiffeisenbank"                            |   |  |
| Decision:            | Public Joint Stock Company ROSBANK                              | 4 |  |
|                      | Joint-Stock Company "All-Russian Bank for Regional Development" |   |  |
| Source of payment d  | Promsvyazbank Public Joint Stock Company                        |   |  |
|                      | Joint-Stock Company "Joint-Stock Bank "RUSSIA"                  | H |  |
| Payment method:      | PUBLIC JOINT-STOCK COMPANY BANK SAINT PETERSBURG                |   |  |
|                      | Public Joint Stock Company Sovcombank                           |   |  |
|                      | RUSSIAN NATIONAL COMMERCIAL BANK (Public Joint Stock Company)   | - |  |
| Select a bank:       | Публичное акционерное общество "Сбербанк России" 🗸 👻            | - |  |
| Special account      |   |   |  |
| number:              |   |   |  |
|                      |   |   |  |
|                      |   |   |  |
|                      |   |   |  |



#### Note 6. If the required fields are not filled in, an error will be displayed.

8) After selecting the required value of the «Payment method» field and filling in the required fields (if any), select the «**Sign contract**» action and in the data confirmation form that opens, carefully re-read the information contained in the text field (Fig. 35).

| arefully re-read and verify the signed data   |  |
|---|--|
| CONCLUSION OF THE CONTRACT IN ELECTRONIC FORM Registration number of the UIS procedure: 32200311617 Internal procedure number: ATOM03032200017 Purchase method: Request for quotations in electronic form, which participants can only be small and medium-sized businesses Name of the procedure: Open request for quotations in electronic form, which participants can only be small and medium-sized businesses for the right to conclude a contract for the supply of pipes Ø 32-Ø245 steel 20 according to GOST 8732-78, GOST 1070-491 Lot name: Candied fruits, nuts Customer: sanekz Supplier: gwer1 LLC Application registration date: 03.03.2022 09: 16 Source of payment deduction for winning: Payment request Date of signing the contract by the supplier: 04.03.2022 10: 24 DOCUMENTS TO BE SIGNED AS PART OF THE AGREEMENT: |  |
| (1 file):<br>1) Korrpaxt.bt (checksum GOST R 34.11-94 3672b96808e69b496b49bcbab40a2069e7702b0543e7d9875e8706a7faebd023, size 16 b).<br>The applicant's signature of the contract under this procedure is hereby confirmed   |  |
| Signed by   |  |

Fig. 35



9) If all the specified data is correct, click **Sign**, in the opened window click **Yes** and select the registered ES certificate, then click **OK**. You will see a message about the successful signing of the contract by the Supplier.

10) To make a decision on the contract, the Supplier has the following options:

Sign a contract – the contract meets all the requirements and will be signed by the Supplier.

**Reject the contract** – the Supplier has a disagreement about the contract.

Refusal to conclude a contract – the Supplier expresses a refusal and will not conclude a contract.

Note 7. Please note that if the decision is made to refuse to conclude a contract, the Customer recognizes you as having evaded to conclude the contract

11) If there are no differences in the agreement, click **Sign**. In the Confirmation form that opens (Fig. 36), carefully re-read the information contained in the text field.

| ning the decision  | ×           |
|--|-------------|
| eread and check the signed data carefully  |             |
| ЗАКЛЮЧЕНИЕ ДОГОВОРА В ЭЛЕКТРОННОЙ ФОРМЕ  |             |
| Реестровый номер процедуры ЕИС: 32000154210  |             |
| Внутренний номер процедуры: АТОМ04112000022<br>Способ закупки: Запрос котировок в электронной форме, участниками которого могут быть только субъекты малого и  | среднего    |
| предпринимательства  |             |
| наименование процедуры: Открытыя запрос котяровок в электронном форме, участниками<br>которого могут быть только субъекты малого и среднего предпринимательства на Право заключения договора<br>том Ø 32- Ø245 сталь 2 ол оГОСТ 8732-78. | на поставку |
| FOCT 10704-91  |             |
| Наименование лота: Цукаты, орехи   |             |
| аказчик. запеда<br>Поставщик: ООО "Первый"   |             |
| Согласованная цена договора: 360 RUB   |             |
| Номер заявки: 59895<br>Лата регистрации заявки: 04 11 2020 15:43   |             |
| дата подписания договора поставщиком: 04.11.2020 16:37   |             |
| ПОДПИСЫВАЕМЫЕ ДОКУМЕНТЫ В СОСТАВЕ ДОГОВОРА:  |             |
| (1 файл):<br>1) Контракт[5].txt (контрольная сумма ГОСТ Р 34.11-94 3672b96808e69b496b49bcbab40a2069e7702b0543e7d9875e8706<br>размер 16 б).   | a7faebd023, |
| Настоящим полтверждается полнись заявителем договора по данной процедуре   |             |
|  |             |
|  |             |
|  |             |
|  |             |
|  |             |
|  |             |
|  |             |
|  | •           |
|  | Sign        |
|  |             |



12) If all the specified data is correct, click **Sign**, in the opened window click **Yes** and select the registered ES certificate, then click **OK**. You will see a message about the successful signing of the contract by the Supplier.



13) The contract will change the status to **Agreement subject to agreement with the customer**. Wait for the customer's decision.

14) After the customer signs the contract, it will change the status to **Contract is** concluded.

#### **3.2.2.** Rejecting a Contract

1) If the Supplier has disagreements on the submitted draft contract, the Supplier can reject the contract.

2) To do this, go to the section with procedures in your Profile, select the necessary one in the list, then select Contracts in the Operations column (Fig. 37).

| ? | Быстрый | поиск        |   |           |   |              |                     |                      | # Search                    | Advanced Search |
|---|---------|--------------|---|-----------|---|--------------|---------------------|----------------------|-----------------------------|-----------------|
|   | room    | Registry No. | A | Organizer | Name  | Applications | Acceptance          | Amount               | Status                      | Operations      |
| • | p1603   | ATOM28102000 | Y | sanya     | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 2            | 28.10.2020<br>12:14 | RUB<br>10,099,999.00 | Conclusion of a<br>contract |                 |

Fig. 37

3) The List of contracts form displays the contract with the **Contract signed by the supplier** status, click on the contract record (Fig. 29).

| Storner | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status                          |
|---------|---------------------|------------------|-----------|---------------------|-------------------|---------------------------------|
| nya     | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | Contract signed by the supplier |

Fig. 38

4) The Lot contracts form opens (Fig. 39), in the Decision box select **Reject the contract**. To publish the Disagreement protocol, upload the document in the Disagreement protocols section and click **Sign**.

Note 8. Please note that the customer has set a deadline for signing the contract by the Supplier. If the contract is not signed by the Supplier within the specified period, the Customer may recognize you as having evaded to conclude the contract.



| Lot information   Procedure registry number ATOM04112000022, lot No. 1   Lot name Candled fruits, nuts   Contract price RUB 360.00   Applicant recognized as the winner in the auction for<br>this lot LC "First"   Customer SC "Rosatom"   Organizer SC "Rosatom"   Organizer SC "Rosatom"   Number of remaining working days for the supplier<br>to sign the contract five   Decision on the contract  Decision date: 12/11/2020  Contract drafts uploaded by the customer Latest version   Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3]  Documents  Piles missing   You need to attach a protocol of disagreement   Protocols of refusal to conclude an agreement   Files missing   | contracts  |   |
|--|--|---|
| Procedure registry number       ATOM04112000022, lot No. 1         Lot name       Candied fruits, nuts         Contract price       RUB 360.00         Applicant recognized as the winner in the auction for<br>this lot       Cu' First"         Customer       SC "Rosatom"         Organizer       SC "Rosatom"         Number of remaining working days for the supplier<br>to sign the contract       five         Decision on the contract       I2/11/2020         Decision date:       12/11/2020         Contract drafts uploaded by the customer       I         Latest version       Contract [5]_txt, size 16 b, added on 11/04/2020 15:48 [GMT +3]         Documents       Vou need to attach a protocol of disagreement         Files missing       Sign         Protocols of refusal to conclude an agreement       Sign         Protocols of refusal to conclude an agreement       Sign         Protocols of refusal to conclude an agreement       Files missing   | Lot information  |   |
| Lot name Candied fruits, nuts Contract price RUB 360.00 Applicant recognized as the winner in the auction for LC "First" this lot Customer SC "Rosatom" Contract Protect Results Protects of refusal to conclude an agreement Piles missing Contract spice Contract Contract Contract Spice Contract Contract Spice Contract Spic | Procedure registry number  | ATOM04112000022, lot No. 1                      |
| Contract price       RUB 360.0         Applicant recognized as the winner in the auction or<br>this lot       LC "First"         Customer       SC "Rosatom"         Organizer       SC "Rosatom"         Number of remaining working days for the supplier<br>to sign the contract       Fire         Decision on the contract       12/11/2020         Decision date:       12/11/2020         Contract versions       Reject the contract.         Contract drafts uploaded by the customer          Latest version       Contract [5]_txt, size 16 b, added on 11/04/2020 15:48 [GMT +3]         Documents          Disagreement protocols   | Lot name   | Candied fruits, nuts                            |
| Applicant recognized as the winner in the auction or LLC "First"<br>this lot SC "Rosatom"<br>Organizer SC "Rosatom"<br>Number of remaining working days for the supplier five<br>Decision on the contract<br>Decision on the contract<br>Decision date: 12/11/2020<br>Decision: I2/11/2020<br>Decision: Reject the contract I<br>Contract versions<br>Contract drafts uploaded by the customer<br>Latest version Contract [S]_bt , size 16 b, added on 11/04/2020 15:48 [GMT +3]<br>Documents<br>Poisagreement protocols<br>Files missing<br>Documents<br>Protocols of refusal to conclude an agreement<br>Files missing   | Contract price   | RUB 360.00                                      |
| Customer SC "Rosatom"   Organizer SC "Rosatom"   Number of remaining working days for the supplier<br>to sign the contract five  | Applicant recognized as the winner in the auction for this lot                             | LLC "First"                                     |
| Organizer SC "Rosatom"   Number of remaining working days for the supplier five  | Customer   | SC "Rosatom"                                    |
| Number of remaining working days for the supplier to sign the contract   Decision on the contract   Decision date: 12/11/2020   Decision: 12/11/2020   Decision: Reject the contract   Contract versions   Contract drafts uploaded by the customer   Latest version   Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3]   Disagreement protocols   Files missing   You need to attach a protocol of disagreement   Upload document   Protocols of refusal to conclude an agreement   Files missing   | Organizer  | SC "Rosatom"                                    |
| Decision on the contract         Decision date:       12/11/2020         Decision:       Reject the contract         Decision:       Reject the contract         Contract versions       Image: Contract fast uploaded by the customer         Latest version       Contract [5]_txt, size 16 b, added on 11/04/2020 15:48 [GMT +3]         Documents       Image: Contract [5]_txt, size 16 b, added on 11/04/2020 15:48 [GMT +3]         Disagreement protocols       Files missing         Vou need to attach a protocol of disagreement       Image: Contract [S]_txt = Sign         Documents       Sign         Documents       Files missing         Protocols of refusal to conclude an agreement       Sign         Files missing       Files missing   | Number of remaining working days for the supplier<br>to sign the contract                  | five  |
| Decision date: 12/11/2020   Decision: Reject the contract   Contract versions    Contract drafts uploaded by the customer  Latest version Contract [5].txt, size 16 b, added on 11/04/2020 15:48 [GMT +3]  Documents  Disagreement protocols  Files missing  You need to attach a protocol of disagreement  Upload document Sign  Documents  Protocols of refusal to conclude an agreement  Files missing  | Decision on the contract   |   |
| Decision: Reject the contract   Contract versions Contract drafts uploaded by the customer Latest version Contract [5].txt, size 16 b, added on 11/04/2020 15:48 [GMT +3] Documents Disagreement protocols Files missing You need to attach a protocol of disagreement Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing  | Decision date:   | 12/11/2020                                      |
| Contract versions Contract drafts uploaded by the customer Latest version Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3] Documents Disagreement protocols Files missing You need to attach a protocol of disagreement Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing   | Decision:  | Reject the contract                             |
| Documents Disagreement protocols Files missing You need to attach a protocol of disagreement Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing  |  | a on 11/04/2020 13:48 [dim +5]                  |
| Disagreement protocols Files missing You need to attach a protocol of disagreement Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing  | Documents  |   |
| Files missing You need to attach a protocol of disagreement Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing   | Disagreement protocols   |   |
| You need to attach a protocol of disagreement Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing   | Files missing  |   |
| Upload document Sign Documents Protocols of refusal to conclude an agreement Files missing   |  |   |
| Documents Protocols of refusal to conclude an agreement Files missing  | You need to a  | attach a protocol of disagreement               |
| Protocols of refusal to conclude an agreement Files missing  | You need to a  | attach a protocol of disagreement document Sign |
| Files missing  | You need to a Upload   | attach a protocol of disagreement document Sign |
|  | You need to a<br>Upload<br>Documents<br>Protocols of refusal to conclude an agreement      | attach a protocol of disagreement document Sign |
|  | You need to a Upload Documents Protocols of refusal to conclude an agreement Files missing | attach a protocol of disagreement document Sign |

Fig. 39

5) In the data confirmation form that opens (Fig. 40), carefully re-read the information contained in the text field.





#### Fig. 40

6) If all the specified data is correct, click **Sign**, in the opened window click **Yes** and select the registered ES certificate, then click **OK**. You will see a message about the successful signing of the contract by the supplier.

7) The contract will change the status to **Supplier rejected the contract**. Wait for the Customer's decision.

8) The Customer will decide whether or not to make changes to the contract and send the contract for re-signing from your side.

#### **3.2.3.** Refusal to Conclude a Contract

1) the Supplier may refuse to conclude a contract with the Customer specifying the reason.

Note 9. Please note that if a decision is made to refuse to conclude the contract, the Customer may recognize you as having evaded to conclude the contract.

2) To publish a refusal to conclude a contract, go to the section with procedures in your Profile, select the appropriate one in the list, then in the Operations column select Contracts (Fig. 41).



| Быст | рый поиск          |   |           |   |              |                  |                      | th Sea                      | arch 💮 Advanced Se |
|------|--------------------|---|-----------|---|--------------|------------------|----------------------|-----------------------------|--------------------|
| roon | Registry No.       | A | Organizer | Name  | Applications | Acceptance of    | Amount               | Status                      | Operations         |
| p160 | 44 ATOM03112000020 | T | sanya     | Open tender in electronic form, participants of which can only be small and<br>medium-sized businesses for the right to conclude an agreement for the<br>Roseltorg Tender |              | 03.11.2020 14:58 | RUB<br>10,099,999.00 | Conclusion of a<br>contract | °0 🐿 🖿 😼           |

Fig. 41

3) The List of contracts form displays the contract with the **Contract signed by the supplier** status, click on the contract record (Fig. 42).

| usiomer | TIN of the customer | Customer's check | Provider  | TIN of the supplier | Supplier's checkp | Status                          |
|---------|---------------------|------------------|-----------|---------------------|-------------------|---------------------------------|
| anya    | 5603569866          | 504871011        | LLC First | 5505504680          | 435344587         | Contract signed by the supplier |

Fig. 42

4) The Lot contracts form opens (Fig. 43), upload documents to the Protocols of refusal of conclusion of the contract section and choose the decision – **Rejection of the agreement**. Then click **Sign**.



| ATOM04112000022, lot No. 1 Lot name ATOM04112000022, lot No. 1 Lot name Candied fruits, nuts Candied fruits, nuts Candied fruits, nuts Candied fruits, nuts Customer RUB 360.00 LLC "First" Customer SC "Rosatom" Conganizer Contract C |   |                                   |   |
|--|---|-----------------------------------|---|
| Procedure registry number ATOM04112000022, lot No. 1<br>Lot name Candied fruits, nuts Candied fruits, nuts RUB 360.00<br>Applicant recognized as the winner in the auction for UC "First"<br>this lot Customer SC "Rosatom"<br>Organizer SC "Rosatom"<br>Number of remaining working days for the supplier five<br>Decision on the contract Decision on the contract Period SC "Rosatom"<br>Contract versions Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3]<br>Documents<br>Disagreement protocols<br>Latest version 111.docx , size 11.4 kb, added on 11/04/2020 16:42 [GMT +3]<br>Protocols of refusal to conclude an agreement<br>Files missing<br>You need to attach a protocol of refusal to conclude an agreement<br>Upload document SIgn_  | Lot information                             |                                   |   |
| Lot name       Candied fruits, nuts         Contract price       RUB 360.00         Applicant recognized as the winner in the auction or       LC "First"         Customer       SC "Rosatom"         Organizer       SC "Rosatom"         Organizer       SC "Rosatom"         Number of remaining working days for the supplier to sign the contract       five         Decision on the contract       12/11/2020         Decision date:       12/11/2020         Decision date:       Refusal to conclude a contract         Contract versions       Contract [5]_tkt , size 16 b, added on 11/04/2020 15:48 [GMT +3]         Documents       Interst [5]_tkt , size 11.4 kb, added on 11/04/2020 15:48 [GMT +3]         Documents       Interst [5]_tkt a protocol of refusal to conclude an agreement         Protocols of refusal to conclude an agreement       Interst [5]_tkt a protocol of refusal to conclude an agreement         Protocols of refusal to conclude an agreement       Sign_  | Procedure registry nu                       | mber                              | ATOM04112000022, lot No. 1                  |
| Contract price RUB 360.00   Applicant recognized as the winner in the auction for this lot LC "First"   Applicant recognized as the winner in the auction for this lot SC "Rosatom"   Organizer SC "Rosatom"   Organizer SC "Rosatom"   Number of remaining working days for the supplier to sign the contract five   Decision on the contract   Decision on the contract 12/11/2020   Decision date: 12/11/2020   Decision date: 12/11/2020   Contract versions Refusal to conclude a contract   Contract drafts uploaded by the customer Image: State Stat   | Lot name                                    |                                   | Candied fruits, nuts                        |
| Applicant recognized as the winner in the auction for LLC "First"   Customer SC "Rosatom"   Organizer SC "Rosatom"   Number of remaining working days for the supplier to sign the contract five    Decision on the contract  Decision date:  12/11/2020  Decision:  Contract Versions  Contract drafts uploaded by the customer  Latest version  Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3]  Decision:  Decision:  Disagreement protocols  Latest version  111.docx , size 11.4 kb, added on 11/04/2020 16:42 [GMT +3]  Delete  Protocols of refusal to conclude an agreement  Files missing You need to attach a protocol of refusal to conclude an agreement  Upload document Sign  | Contract price                              |                                   | RUB 360.00                                  |
| Customer       SC "Rosatom"         Organizer       SC "Rosatom"         Number of remaining working days for the supplier<br>to sign the contract       five         Decision on the contract       12/11/2020         Decision date:       12/11/2020         Decision date:       12/11/2020         Decision:       Refusal to conclude a contract         Contract versions       Image: Contract (5]_tbt, size 16 b, added on 11/04/2020 15:48 [GMT +3]         Documents       Image: Contract (5]_tbt, size 16 b, added on 11/04/2020 15:48 [GMT +3]         Disagreement protocols       Image: Contract (S)_tbt, size 11.4 kb, added on 11/04/2020 16:42 [GMT +3]         Documents       Image: Contract (S)_tbt, size 11.4 kb, added on 11/04/2020 16:42 [GMT +3]         Decision contract C   | Applicant recognized<br>this lot            | as the winner in the auction for  | LLC "First"                                 |
| Organizer SC "Rosatom"   Number of remaining working days for the supplier<br>to sign the contract five  | Customer                                    |                                   | SC "Rosatom"                                |
| Number of remaining working days for the supplier to sign the contract   Decision on the contract   Decision date:   12/11/2020   Decision date:   12/11/2020   Decision date:   12/11/2020   Decision:   12/11/2020   Decision:   12/11/2020   Decision:   Potential data by the customer   Latest version   Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3]   Documents   Documents   Decision in the conclude an agreement   Protocols of refusal to conclude an agreement   Files missing   You need to attach a protocol of refusal to conclude an agreement   Uppload document  | Organizer                                   |                                   | SC "Rosatom"                                |
| Decision on the contract   Decision date:   12/11/2020   Decision:   Refusal to conclude a contract     Contract versions   Contract of afts uploaded by the customer Latest version Contract [5]bt, size 16 b, added on 11/04/2020 15:48 [GMT +3] Documents Disagreement protocols Latest version 111.docx, size 11.4 kb, added on 11/04/2020 16:42 [GMT +3] Delete Documents Protocols of refusal to conclude an agreement Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign  | Number of remaining<br>to sign the contract | working days for the supplier     | five  |
| Decision date: 12/11/2020   Decision: Refusal to conclude a contract   Contract versions   Contract drafts uploaded by the customer Latest version Contract [5]_txt , size 16 b, added on 11/04/2020 15:48 [GMT +3] Documents Disagreement protocols Latest version 111.docx , size 11.4 kb, added on 11/04/2020 16:42 [GMT +3] Delete Documents Protocols of refusal to conclude an agreement Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign  | Decision on the contrac                     | t                                 |   |
| Decision: Refusal to conclude a contract    Contract versions  Contract drafts uploaded by the customer  Latest version  Contract [5].txt, size 16 b, added on 11/04/2020 15:48 [GMT +3]  Documents  Disagreement protocols  Latest version  111.docx, size 11.4 kb, added on 11/04/2020 16:42 [GMT +3]  Delete  Documents  Protocols of refusal to conclude an agreement  Files missing  You need to attach a protocol of refusal to conclude an agreement  Upload document  Sign   | Decision date:                              |                                   | 12/11/2020                                  |
| Contract versions Contract drafts uploaded by the customer Latest version Contract [5].txt , size 16 b, added on 11/04/2020 15:48 [GMT +3]  Documents Disagreement protocols Latest version 111.docx , size 11.4 kb, added on 11/04/2020 16:42 [GMT +3] Delete  Documents Protocols of refusal to conclude an agreement Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign   | Decision:                                   |                                   | Refusal to conclude a contract              |
| Disagreement protocols Latest version 111.docx , size 11.4 kb, added on 11/04/2020 16:42 [GMT +3] Delete Documents Protocols of refusal to conclude an agreement Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign  | Documents                                   |                                   |   |
| Latest version       111.docx , size 11.4 kb, added on 11/04/2020 16:42 [GMT +3]         Delete         Documents         Protocols of refusal to conclude an agreement         Files missing         You need to attach a protocol of refusal to conclude an agreement         Upload document       Sign   | Disagreement protocol                       | s                                 |   |
| Documents Protocols of refusal to conclude an agreement Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign   | Latest version                              | 111.docx , size 11.4 kb, added or | 11/04/2020 16:42 [GMT +3]                   |
| Protocols of refusal to conclude an agreement Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign   | Documents                                   |                                   |   |
| Files missing You need to attach a protocol of refusal to conclude an agreement Upload document Sign   | Protocols of refusal to                     | conclude an agreement             |   |
| You need to attach a protocol of refusal to conclude an agreement Upload document Sign   | Files missing                               |                                   |   |
| Upload document Sign   |   | You need to attach a pr           | rotocol of refusal to conclude an agreement |
| oposo occurrent ogn  |   |                                   |   |
|  |   | Upland                            | decument Sign                               |
|  |   | Upload                            | document Sign                               |

Fig. 43

5) In the data confirmation form that opens (Fig. 40), carefully re-read the information contained in the text field.



| read and check the signed data carefully   | Ĥ |
|--|---|
|  |   |
| Тодписание протокола отказа  |   |
| Рестровый номер процедуры: АТОМ04112000021<br>Номер лота: 1  |   |
| Iриложенные файлы:   |   |
| (1 файл):<br>) 111[1].docx (контрольная сумма ГОСТ Р 34.11-94 аd95а9с82f1e26b1edc232823e8742d418328c38f620b796463cffc32bb25e7b,<br>азмер 11,4 кб). |   |
| lата и время подписания на ЭТП: 04.11.2020 16:51   |   |
|  |   |
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|  | + |
| Sign   |   |
|  |   |



6) If all the specified data is correct, click **Sign**, in the window that opens, click **Yes** and select the registered ES certificate, then click **OK**. You will see a message about the successful signing of the decision to refuse to conclude the contract.

7) The contract will change the status to **Supplier refused to sign the contract**.

8) The Customer will be able to publish the protocol of the Supplier's evasion from concluding the contract.

斜 ρος элторг

## 4. REQUESTS OF FILES MANDATORY FOR THE CONCLUSION OF THE CONTRACT

## 4.1. Sending a Request to the Supplier

1) If necessary, the Customer can send the Supplier a request for files required for the conclusion of a contract (hereinafter referred to as the request for files), with which the contract is concluded.

2) The request for files is not linked to a specific agreement and can be sent at any time at the stage of concluding a contract.

3) The request for files must be generated in the Rosatom Procurement System and transmitted to the ETP via integration.

4) After sending to the ETP, a draft request is automatically created.

5) To view and publish a draft, go to the section Contracts – Requests for files required for conclusion – Drafts in your Profile. A list of all draft requests will open (Fig. 45).

| aquests for | r files are required to conclude a contract | My contracts   |
|-------------|---|--|
| equests for | Thes are required to conclude a contract    | Request for files required for conclusion 🕨 🛃 Drafts |
| inquiries   | Answering requests                          | 2 Published  |

Fig. 45

6) To sign and send the request to the Supplier, select the Sign request icon in the Operations column (Fig. 46).

|               |              |     |                  |   |                  |               |                   |                       |                 | f (Search  |
|---------------|--------------|-----|------------------|---|------------------|---------------|-------------------|-----------------------|-----------------|------------|
| ntract number | Registry No. | Lot | Date and time    | Purchase name   | Date and time    | Date and time | Counterparty name | Request status        | Contract status | Operations |
|               | ATOM0411200  | 1   | 11/04/2020 16:00 | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 11/05/2020 16:00 |               | sanya             | Request not<br>signed |                 | ® 🗾        |

Fig. 46

7) On the Request for files form that opens, click Sign and publish (Fig. 47).



| rocedure number:   | ATOM04112000023   |
|--|---|
| rocedure name:   | Open tender in electronic form, participants of which can only be small and medium-sized<br>businesses for the right to conclude an agreement for the Roseltorg Tender  |
| rocedure type:   | Competition in electronic form, participants of which can only be small and medium-sized<br>businesses  |
| )rganizer:   | sanekz  |
| organizer's contact details:   | 7-777-77777, qwe@qwe.qwe  |
| he contact person:   | Artemiev Alexander Vladislavich   |
| ate of publication of the notice:  | 04.11.2020  |
| nd date and time of application<br>ubmission:  | 11/04/2020 15:52 [GMT +3]   |
| Date of publication of the envelope opening<br>rotocol:  | 11/04/2020 15:52 [GMT +3]   |
| ate and time of the end of the response:   | 11/05/2020 16:00 [GMT +3]   |
| les required for concluding a contract   |   |
| Beneficiary information:   |   |
|  |   |
| Response time: 05.11.2020 16:00 [GMT +3  | 3]  |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.  | B]<br>wwing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,   |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Resource Help:  | B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,  |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Resource Help:<br>Response time: 05.11.2020 16:00 [GMT +3   | B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,<br>B]  |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Resource Help:<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.   | B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,<br>B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,  |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Resource Help:<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Reference :  | <ul> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> </ul>  |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Reference :<br>Response time: 05.11.2020 16:00 [GMT +3   | <ul> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> </ul> |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Resource Help:<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Reference :<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png. | B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,<br>B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,<br>B]<br>wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,                        |
| Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Resource Help:<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png.<br>Reference :<br>Response time: 05.11.2020 16:00 [GMT +3<br>Files up to 10 MB in size are accepted in the follo<br>.docx, .xlsx, .png. | <ul> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> <li>B] wing formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif,. tiff, .pps,</li> </ul> |

Fig. 47

8) Read the information carefully in the data confirmation form (Fig. 48).







9) If all the specified data is correct, click **Sign**.

10) In the window that opens, click Yes and select the registered ES certificate and click

OK. You will see a message about the successful publication of the request on the ETP.

11) After publication, the request will be automatically sent to the Supplier.

12) The published request is available for viewing in the section Contracts – Requests for files required for conclusion – Published. A list of all draft requests opens (Fig. 49).

|              |  | My contracts   |
|--------------|--|--|
| lequests for | r files are required to conclude a con | tract 🛛 🥵 Request for files required for conclusion 🕨 🛃 Drafts |
| Inquiries    | Answering requests                     | Published  |

Fig. 49

13) After the Supplier sends the requested information, it will be transmitted to the Rosatom Procurement System and available for viewing on the ETP (Fig. 50).



| мер процедуря   | ia )         |     |                  |   |                  |                  |                   |                 |                 | # Search   |
|-----------------|--------------|-----|------------------|---|------------------|------------------|-------------------|-----------------|-----------------|------------|
| Contract number | Registry No. | Lot | Date and time    | Purchase name   | Date and time    | Date and time    | Counterparty name | Request status  | Contract status | Operations |
|                 | ATOM2301200  | 1   | 23.01.2020 14:40 | Open tender in electronic form, participants of which can only be<br>small and medium-sized businesses for the right to conclude an<br>agreement for the Roseltorg Tender | 24.01.2020 14:40 | 23.01.2020 15:04 | sanya             | Answer received |                 | ۲          |

Fig. 50

## 4.1. Sending a Response by the Supplier

1) When sending a request for files that are mandatory for concluding a contract within the period specified in the request, the Supplier shall provide a response and send the required documents.

Note 10. Please note that the Customer has set a deadline for submitting a request. If the response to the request is not provided within the specified period, the Customer may recognize you as having evaded the conclusion of the contract.

2) To respond to the request, go to Contracts – Requests for files required for entering

into a contract - Published in your Profile. A list of all requests opens (Fig. 51).

|  |                    |  | M | y contracts                               |  |     |           |
|--|--------------------|--|---|---|--|-----|-----------|
| lequests for files required to conclude a contract |                    |  |   | Request for files required for conclusion |  | 1 2 | Published |
| Inquiries  | Answering requests |  | - |   |  | -   |           |

Fig. 51

3) In the list of requests, in the Operations column select the **Post response** icon (Fig.

52).

| омер процедурь  | a .          |     |                  |  |                  |               |                   |                         |                 | <b>A</b> Sea |
|-----------------|--------------|-----|------------------|--|------------------|---------------|-------------------|-------------------------|-----------------|--------------|
| Contract number | Registry No. | Lot | Date and time    | Purchase name  | Date and time    | Date and time | Counterparty name | Request status          | Contract status | Operations   |
|                 | ATOM0411200  | 1   | 11/04/2020 16:03 | Open request for proposals in electronic form, the participants of<br>which can only be small and medium-sized businesses for the<br>right to conclude an agreement for the provision of services on the<br>topic. "Organization of transfer to the landfill of solid waste<br>production and consumption of hazard classes IV-V ODIC" | 11/05/2020 16:03 |               | sanya             | No response<br>received |                 | •            |

Fig. 52

4) On the Request for files required to conclude a contract form, read the list of requested information, then attach the documents to the appropriate sections and click **Reply to request** (Fig. 53).



|   | uding a contract   |
|---|--|
| Beneficiary information   | tion:  |
| Response time: 11   | /05/2020 04:03 PM [GMT +3]   |
| iles up to 10 MB in s<br>docx, .xlsx, .png.   | ize are accepted in the following formats: .doc, .xis, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,  |
| -ile path * :   | Select and upload file   |
| Resource Help:  |  |
|   |  |
|   |  |
| Response time: 11   | /05/2020 04:03 PM [GMT +3]   |
| Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.   | /05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .bxt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,  |
| Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.<br>File path <b>*</b> :   | /05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .bxt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,<br>Select and upload file  |
| Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.<br>File path * :<br>Reference :   | /05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,<br>Select and upload file  |
| Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.<br>File path * :<br>Reference :   | /05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, . tiff, .pps,<br>Select and upload file   |
| Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.<br>File path * :<br>Reference :<br>Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.                  | /05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, . tiff, .pps,<br>Select and upload file<br>/05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, .tiff, .pps,                            |
| Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.<br>File path * :<br>Reference :<br>Response time: 11<br>Files up to 10 MB in s<br>docx, .xlsx, .png.<br>File path * : | /05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, . tiff, .pps,<br>Select and upload file<br>/05/2020 04:03 PM [GMT +3]<br>ize are accepted in the following formats: .doc, .xls, .pdf, .ppt, .txt, .zip, .7z, .jpg, .jpeg, .gif, .rar, .swf, .tif, . tiff, .pps,<br>Select and upload file |

Fig. 53

5) Read the information carefully in the data confirmation form and click **Sign** to publish a response (Fig. 54).



Fig. 54



6) In the window that opens, click **Yes** and select the registered ES certificate and click **OK**. You will see a message about the successful publication of the response on the ETP.

7) After publication, the response to the request will be automatically sent to the Customer.

The published response to the request is available for viewing at Contracts – Requests for files required for entering into a contract – Published, on the Answering requests tab (Fig. 55).

| юмер процедуры  |              |     |                  |   |                  |                  |                   |                 |                 | Search     |
|-----------------|--------------|-----|------------------|---|------------------|------------------|-------------------|-----------------|-----------------|------------|
| Contract number | Registry No. | Lot | Date and time of | Purchase name   | Date and time of | Date and time of | Counterparty name | Request status  | Contract status | Operations |
|                 | ATOM04112000 | 1   | 11/04/2020 16:03 | Open request for proposals in electronic form, the participants of<br>which can only be small and medium-sized businesses for the right to<br>conclude an agreement for the provision of services on the topic:<br>"Organization of transfer to the landfill of solid waste production and<br>consumption of hazard classes I/W ODIC: | 11/05/2020 16:03 | 11/04/2020 17:08 | sanya             | Answer received |                 | ۲          |

Fig. 55

**Ω ΡΟСЭΛΤΟΡΓ** 

## 5. DOWNLOADING OF THE ARCHIVE WITH A CONTRACT AND E-SIGNATURES

1) After the contract is signed by the Customer and the Supplier, the contract status changes to **the contract is concluded** and you can download the contract archive containing the counterparties' ES.

2) To download the archive, open the Lot contracts form and select **Download the contract archive** (Fig. 56).

| Procedure registry number  | ATOM04112000019, lot No. 1 |
|--|----------------------------|
| Lot name   | Hazelnut                   |
| Contract price   | RUB 360.00                 |
| Applicant recognized as the winner in the auction for this lot   | LLC "First"                |
| Customer   | SC "Rosatom"               |
| Drganizer  | SC "Rosatom"               |
| Number of remaining working days for the supplier<br>to sign the contract  | five                       |
| Contract versions  |                            |
| Draft agreement  |                            |
|  |                            |
| Documents  |                            |
| Documents<br>Disagreement protocols  |                            |
| Documents<br>Disagreement protocols<br>Files missing   |                            |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement  |                            |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing                           |                            |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing<br>Contract status        |                            |
| Documents<br>Disagreement protocols<br>Files missing<br>Protocols of refusal to conclude an agreement<br>Files missing<br>Contract status<br>The | e contract is concluded    |

Fig. 56

읅 росэлторг

## 6. REFUSAL TO CONCLUDE A CONTRACT BY THE CUSTOMER

1) After summing up the results of the procedure, the Customer may decide not to conclude a contract with the winner by publishing the Protocol of refusal to conclude a contract.

2) The Protocol is formed by the Organizer in the Rosatom Procurement System and is sent to the integrated ETP.

3) After sending to the ETP, a draft protocol is automatically created.

4) To view and publish the draft protocol, go to the Topical procedures section in your Profile and select the appropriate one in the list, then select Publication of **Sign the protocol of refusal to conclude an agreement** in the Operations column (Fig. 57).

| 9 | Быстрый п | оиск.           |   |           |   |              |                  |         | 45                          | Search 🛞 Advanced Sear |
|---|-----------|-----------------|---|-----------|---|--------------|------------------|---------|-----------------------------|------------------------|
|   | room      | Registry No.    | A | Organizer | Name  | Applications | Acceptance of a  | Amount  | Status                      | Operations             |
| 9 | p16044    | ATOM04112000025 |   | sanya     | Open request for quotations in electronic form, the participants of which can only be small and<br>medium-sized businesses for the right to conclude an agreement for the supply of pipes /0 32-<br>02265 steed 20 in accordance with GOST 8732-78, GOST 10704-91 | 2            | 11/04/2020 15:57 | £ 87.39 | Conclusion of a<br>contract |                        |

Fig. 57

5) The Signature of the protocol of refusal to conclude an agreement form will be opened (Fig. 58). Click **Sign and send** to send the protocol.



| eneral information about the procedure  |  |
|---|--|
| Procedure number:   | ATOM04112000025  |
| Procedure name:   | Open request for quotations in electronic form, the participants of which can only be small and medium-<br>sized businesses for the right to conclude an agreement for the supply of pipes Ø 32- Ø245 steel 20 in<br>accordance with GOST 8732-78, GOST 10704-91 |
| Procedure type:   | Request for quotations in electronic form, the participants of which can only be small and medium-sized<br>businesses  |
| Organizer:  | sanekz   |
| Organizer's contact details:  | 7-777-77777, qwe@qwe.qwe   |
| The contact person:   | Artemiev Alexander Vladislavich  |
| Date of publication of the notice:  | 04.11.2020   |
| End date and time of application<br>submission:   | 11/04/2020 15:57 [GMT +3]  |
| Date of publication of the envelope opening<br>protocol:  | 11/04/2020 15:57 [GMT +3]  |
| rotocol data  |  |
| Participant name:   | LLC "First"  |
| INN:  | 5505504680   |
| Checkpoint:   | 435344587  |
| Participant's application price based on the<br>results of the procedure:   | 820,936.80   |
| Protocol No.:   | ATOM04112000025-125  |
| Rejection reason:   | reason for refusal to conclude a contract  |
| Interpret numer<br>INN:<br>Checkpoint:<br>Participant's application price based on the<br>results of the procedure:<br>Protocol No.:<br>Rejection reason:<br>Protocol of refusal to conclude an agreement<br>rotocol of refusal to conclude an agreement<br>rotocol otkaza.txt size 16 b, number: ATOM04112 | 5505504680<br>435344587<br>820,936.80<br>ATOM04112000025-125<br>reason for refusal to conclude a contract  |
|   | Sign and   |

Fig. 58

6) Read the information carefully in the data confirmation form (Fig. 59).







7) If all the specified data is correct, click Sign

8) In the window that opens, click **Yes** and select the registered ES certificate and click **OK**. You will see a message about the successful publication of the response on the ETP.

9) To view the published protocol, go to the Topical procedures section in your Profile and select the appropriate one in the list, then select Protocols in the Operations column (Fig. 60).

| 2 | Быстрый г | тоиск           |    |           |   |              |                        |                | <b>M</b> 15                 | Search 🛞 Advanced Search                                 |
|---|-----------|-----------------|----|-----------|---|--------------|------------------------|----------------|-----------------------------|--|
|   | room      | Registry No.    | At | Organizer | Name<br>wasic production and consumption or restard classics (*** ODTO  | Applications | Acceptance of a        | Amount         | Status                      | Operations   |
| 9 | p15976    | ATOM16082000515 |    | sanya     | Open request for proposals in electronic form, the participants of which can only be<br>small and medium-sized businesses for the right to conclude an agreement for the<br>provision of services on the topic: "Organization of transfer to the landfill of solid<br>waste production and consumption of hazard classes IV-V ODIC" | 2            | 08/16/2020 11:21<br>PM | RUB 528 655 21 | Conclusion of a<br>contract | <b>₩</b> ₩₩<br>2000 0 10 10 10 10 10 10 10 10 10 10 10 1 |



10) On the Lot protocols form that opens, in the Protocols of refusal to conclude an agreement form, you will be able to view and download the protocol (Fig. 61).



| Additional information by lot  |  |
|--|--|
| The procedure for forming the contract price:  | The procedure for forming the contract price 111               |
| The purchase is not included in the procurement<br>plan in accordance with part 15 of Article 4 of Law<br>No. 223-FZ:  | Yes  |
| With regard to the procurement participants, a requirement was established to involve subcontractors (co-executors) from among small and medium-sized businesses in the execution of the contract: | Yes  |
| The purchase is not taken into account in<br>accordance with clause 7 of the Decree of the<br>Government of the Russian Federation of<br>11.12.2014 No. 1352:                                      | Yes  |
| Purchase category:   | purchases in the field of atomic energy use                    |
| Brief description of the subject of procurement:   | Candied fruit  |
| Application consideration protocols Protokol rassmotreniya.txt , size 17 b, number: pr1604494703 Summing-up minutes Final_protocol.txt , size 17 b, number: pr160449472763726, a                   | 517965, added 04.11.2020 [GMT +3]<br>added 04.11.2020 [GMT +3] |
| Protocols of refusal to conclude an agreement <u>Protokol otkaza.txt</u> size 16 b, number: ATOM04112000025-12   | 25, added 04.11.2020 [GMT +3]                                  |
|  | Back to  |
| 1.   |  |

Fig. 61



## 7. SUSPENSION AND RENEWAL OF A CONTRACT

1) When submitting a complaint, as well as decisions made to the Central Arbitration Committee (CAC), Arbitration Committee (AC) and other authorized bodies, the ETP ensures the possibility of suspending and resuming the contract conclusion process.

2) The decision to suspend must be formed in the Rosatom Procurement System and transmitted to the ETP via integration.

3) After receiving the package, a draft decision on suspension/renewal is automatically created on the ETP.

4) At the ETP, you will need to sign the decision to suspend/resume the ETP.

5) To sign the suspension decision, go to the Topical procedures section and select icon in case of suspension or icon in case of resumption of the contract conclusion process.

6) In the form that opens, click **Sign and send** and select the registered ES certificate, then click **OK**.

7) If the decision is successfully signed, the contract signing process will be suspended/resumed.

**Ω ΡΟСЭΛΤΟΡΓ** 

## 8. INTEGRATION WITH THE UNIFIED PROCUREMET INFORMATION SYSTEM (EIS)

#### 8.1. Configuration with EIS

To publish the procedure for integrating some information in the EIS (www.zakupki.gov.ru) you need to make the following settings via the ETP. The Customer enters authorization data in their Profile on the site at Settings – Information about the organization you represent – EIS exchange settings.

| ser login in the LC on the UIS $$ * :   | 631_vsrz1 |      |
|---|-----------|------|
| ser password in the LC on the UIS $*$ : | •••••     |      |
|   |           |      |
|   |           | Save |

Fig. 62

Enter the user login and password in the Personal account on the EIS, then click Save.

### **8.1.** Log of the EIS Integration

- 1) During the SME procedures the ETP integrates with the EIS.
- 2) The ETP receives the following data from the EIS:
- Notification / change of notification and documentation of the procedure.
- Statuses about the fact of publication of information in the EIS:
- a. Requests for clarification of the application provisions.
- b. Protocol of pre-contractual negotiations.
- c. Protocol of refusal to conclude the contract.

d. Protocol of recognition of the supplier as having evaded the conclusion of the contract.

- 3) The ETP sends the following data to the EIS:
- Request for clarification of documentation.
- Protocol for consideration of applications.
- Protocol for reviewing the first parts of applications.
- Protocol for reviewing the second parts of applications.



- Protocol for requesting clarifications of the application provisions.
- Requests for clarification of the application provisions.
- The start time for the submission of quotations/Additional price offers.
- Protocol for comparing price offers.
- Protocol of summing up.
- Protocol of pre-contractual negotiations.
- Protocol of refusal to conclude an agreement.
- Protocol for recognizing the supplier as having evaded the conclusion of the contract.

4) To view the exchange of information between the ETP and the EIS, there is provided a log of integration with the EIS in the section Interaction with the EIS (Fig. 63).

| 2 | Быстрый п | риск            |    |           |   |              |                  |                | # jS                        | earch 🛞 Advanced Search |
|---|-----------|-----------------|----|-----------|---|--------------|------------------|----------------|-----------------------------|-------------------------|
|   | room      | Registry No.    | At | Organizer | Name  | Applications | Acceptance of a  | Amount         | Status                      | Operations              |
|   | p15976    | ATOM17082000108 | 1  | sanya     | Open request for proposals in electronic form, the participants of which can only be<br>small and medium-sized businesses for the right to conclude an agreement for the<br>provision of services on the topic: "Organization of transfer to the landfill of solid<br>waste production and consumption of hazard classes IV-V ODIC" | 2            | 08/17/2020 09:06 | RUB 528 655 21 | Conclusion of a<br>contract | °0∰® № 1999 -<br>1995 - |

Fig. 63

5) In case of errors when sending information to the EIS, in the Interaction with the EIS form click the **Reforwarding a package** icon so you can resend information (Fig. 64).

|   | Date and time          | Procedure   | EIS number  | A type                | Name   | Result  | Operations |
|---|------------------------|-------------|-------------|-----------------------|--|---|------------|
|   | 11/04/2020<br>16:22:41 | ATOM0411200 | 32000154215 | purchaseProtocolRZ1KE | Minutes of consideration of<br>the first parts of<br>applications for the<br>competition | Incorrect data: Purchase<br>with registrationNumber =<br>32000154215 is not at the<br>stage "Commission work",<br>therefore, a protocol<br>cannot be generated for it | U          |
|   | 11/04/2020<br>16:16:27 | ATOM0411200 | 32000154215 | purchaseNotice        | Procurement notice with<br>EIS   |   |            |
| Y | 11/04/2020<br>16:11:44 | ATOM0411200 | 32000154215 | purchaseNotice        | Procurement notice with<br>EIS   |   |            |
|   |                        |             |             |                       |  |   |            |
|   |                        |             |             |                       |  |   |            |
|   |                        |             |             |                       |  |   |            |
|   |                        |             |             |                       |  |   |            |

Fig. 64