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**THE UNIFIED STANDARD OF
PURCHASES OF PJSC «ROSSETI»
(THE REGULATION ABOUT
PURCHASES)**

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1. GENERAL PROVISIONS

1.1 Scope

1.1.1 This Unified Standard of purchases of PJSC «Rosseti» (the Regulation about purchases) (hereinafter – the Standard) is an internal document of PJSC «Rosseti» (hereinafter- the Company) and is in development of the Purchasing Policy of PJSC «Rosseti», approved by the Board of Directors of PJSC "Rosseti" (Minutes from 22.04.2014 # 149), and regulates procedures of purchases of goods, works, services (hereinafter – the goods) irrespective of its cost in PJSC «Rosseti», and in affiliated and dependent companies of PJSC «Rosseti», which approved this Standard by management bodies of SDC as an internal document (hereinafter - the SDC of PJSC «Rosseti»).

1.1.2 This Standard is applied regarding planning, preparations of purchase, carrying out of procedures of purchase (including purchase methods) and conditions of their application, the order of the conclusion and execution of contracts, reporting forming, and also other regulations connected with purchases, but does not regulate a rule of the announcement and carrying out of procedures of the purchases excluded from action of this Standard according to the legislation of the Russian Federation.

Note: According to Federal law from 18.07.2011 # 223-FZ «About purchases of goods, works, services by separate kinds of legal entities» (hereinafter – Law 223-FZ), the purchases, excluded from the action of this Standard, are connected with:

- 1) purchase and sale of securities, currency values, precious metals, and also the conclusion of contracts which are derivative financial tools (except for contracts which are entered out of sphere of exchange trade and execution of obligations on which provides for deliveries of goods);
- 2) acquisition by the Customer of exchange goods at a commodity exchange according to the legislation on commodity exchanges and exchange trade;
- 3) realisation by the Customer of the order placement on deliveries of goods, accomplishment of works, rendering of services according to Federal law from 05.04.2013 № 44-FZ «About contract system in sphere of purchases of goods, works, services for provision of the state and municipal needs»;
- 4) purchase in the field of military-technical cooperation;
- 5) purchase of goods, works, services according to the international agreement of the Russian Federation if such agreement provides for another order of determination of suppliers (contractors, performers) of such goods, works, services;
- 6) realisation by the Customer of selection of the auditor organisation for carrying out of obligatory audit of the accounting (financial) statements of the Customer according to article 5 of Federal law from December, 30th, 2008 №307-FZ «About auditor activity»¹.
- 7) conclusion and execution of contracts according to the legislation of the Russian Federation on the electric power industry, being obligatory for subjects of the wholesale market - participants of commerce of electric energy and (or) power;
- 8) realisation by the credit organisation of leasing operations and interbank operations, including with third party banks;
- 9) determination, election and activity of a representative of owners of bonds according to the legislation of the Russian Federation on securities;

¹In a case if the customer conforms to the requirements shown in part 4 of Article 5 of Federal law from December, 30th, 2008 № 307-FZ «About auditor activity»

- 10) opening by the head contractor of deliveries of goods under the state defensive order, the contractor participating in deliveries of goods under the state defensive order, in the authorised bank of a separate account and their conclusion with the authorised bank of agreements on bank support of the accompanied transaction according to Federal law from December, 29th, 2012 N 275-FZ «About the state defensive order».

1.1.3 Internal documents of SDC of PJSC «Rosseti», earlier regulating questions of purchases, from the moment of decision making by management bodies of SDC about the approval of the Standard as an internal document of SDC, become invalid in a part contradicting this Standard. Thus the purchases initiated before entering in action of this Standard, are conducted according to documents of SDC of PJSC «Rosseti», acting at the moment of an order release about such purchase.

1.2 Main principles of the purchasing policy of PJSC «Rosseti» and SDC of PJSC «Rosseti»

1.2.1 Main principles of construction of the purchasing policy of PJSC «Rosseti» and SDC of PJSC «Rosseti» are:

a) Transparency of purchases - provision of openness of purchasing activity according to requirements of the current legislation of the Russian Federation, and also the degree necessary and sufficient for a possibility of accepting by potential counterparts of decisions on participation in purchasing procedures of PJSC «Rosseti» and SDC of PJSC «Rosseti».

b) Equality, justice, absence of discrimination and unreasonable restrictions of competition in relation to participants of purchase - a choice of suppliers, contractors, performers is made mainly by carrying out of competitive selection, on the basis of equal competitive possibilities, in the absence of discrimination and unreasonable restrictions in relation to participants of purchases, according to reasonable requirements to potential participants of purchasing procedures and bought goods, works, services, with accounting in need of their life cycle.

c) Target and economically effective expenditure of money funds on acquisition of goods, works, services and realisation of the measures directed on reducing costs of the customer - a choice of technical and commercial proposals on all set of the price and not price in advance established criteria determining economic and other required efficiency of purchase.

d) Absence of restriction of the admission to participation in purchase by an establishment of not measured requirements to participants of purchase.

e) Transparency and controllability of purchasing activity - planning, accounting, monitoring, purchasing activity control and audit at all its stages of realisation in PJSC «Rosseti» and SDC of PJSC «Rosseti».

f) Professionalism and competence of the employees participating in purchasing activity PJSC «Rosseti» and SDC of PJSC «Rosseti» - personal responsibility of officials for the effective organisation of procedures of purchases, and also for the decisions made by them on performed purchases;

faultless accomplishment of the actions ordered by documents regulating purchase.

g) Observance of rates of the current legislation regulating the organisation of purchasing activity, and also the anticorruption legislation, including the Anticorruption standard of purchasing activity, according to Appendix 22.

1.3 The Standard of SDC of PJSC «Rosseti» approval

1.3.1 SDC of PJSC «Rosseti» confirm this Standard (with all its changes in the future) as an internal document of SDC.

1.3.2 The list of SDC of PJSC «Rosseti», which made corresponding decisions, is placed on an official site of PJSC «Rosseti» and is subject to renovation in case of availability of changes in the list.

1.3.3 In addition to this Standard SDC of PJSC «Rosseti» have the right to develop their internal documents and organizational-administrative documents developing positions of this Standard or regulating an order of interaction inside SDC of PJSC «Rosseti» at realisation of purchasing activity. Thus such documents should not contradict this Standard.

2. MANAGEMENT OF PURCHASING ACTIVITY

2.1 Functions and powers of PJSC «Rosseti» at management of purchasing activity

2.1.1 General provisions

2.1.1.1. PJSC «Rosseti» performs strategic management of purchasing activity in PJSC «Rosseti» and SDC of PJSC «Rosseti»: determines general rules of regulation of purchasing activity, performs the general control and coordination of purchasing activity, estimates efficiency of purchasing activity of PJSC «Rosseti» and SDC of PJSC «Rosseti», which made necessary decisions under the Standard approval.

2.1.1.2. In the cases specified by this Standard, PJSC «Rosseti» has the right to accept obligatory for execution by PJSC «Rosseti» and SDC of PJSC «Rosseti» decisions in the field of purchasing activity within the limits of realisation by PJSC «Rosseti» of the rights of the shareholder of SDC of PJSC «Rosseti».

2.1.2 Central Purchasing Authority of PJSC «Rosseti»

2.1.2.1. The composition of the Central purchasing body of PJSC "Rosseti" (hereinafter – the CPA of PJSC «Rosseti») and regulations of its work is approved by Chief executive officer of PJSC «Rosseti».

2.1.2.2. The CPA of PJSC «Rosseti» is the main purchasing body in PJSC «Rosseti» and SDC of PJSC «Rosseti» (after the Standard approval as the internal document) and its decisions have a priority in relation to decisions of the CPA of SDC of PJSC «Rosseti»:

a) is the body settling in a pre-judicial order any disputes and disagreements, concerning carrying out of purchases in PJSC «Rosseti», SDC of

PJSC «Rosseti» if other is not specified by organizational-administrative documents of PJSC «Rosseti»;

b) performs the coordination of Plans of purchases of SDC of PJSC «Rosseti» and consideration of drafts of materials for the Boards of directors on questions on consideration of Reports on execution of Plans of purchases of SDC of PJSC «Rosseti»;

c) performs the coordination of the conclusion of additional agreements to the contracts concluded for needs of SDC of PJSC «Rosseti» in cases, specified by internal and organizational-administrative documents of PJSC «Rosseti»;

d) performs other functions provided by organizational-administrative documents of PJSC «Rosseti».

2.1.3 The structural division of PJSC "Rosseti", which is responsible for the organisation and carrying out of purchases

2.1.3.1. The structural division of PJSC "Rosseti"(Purchasing Activity Department), responsible for the organisation and carrying out of purchases, performs the functions according to the provision about the structural division.

2.1.3.2. The structural division of PJSC "Rosseti", which is responsible for the organisation and carrying out of purchases, develops for PJSC «Rosseti» and SDC of PJSC «Rosseti» sample documents, standard and methodical materials in the field of purchasing activity and makes official explanations and recommendations about use of this Standard and organizational-administrative documents of PJSC «Rosseti» accepted in its development.

2.2 Functions and powers of SDC of PJSC «Rosseti» at realisation of purchasing activity in case of the Standard approval by management bodies of SDC (as an internal document of SDC)

2.2.1 General provisions

2.2.1.1. SDC of PJSC «Rosseti» at realisation of purchasing activity for own needs carry out functions:

a) to form requirement for goods;

b) to plan purchases;

c) to organize and carry out purchases;

d) to control over conformity of the organisation and carrying out of purchases to the established rates;

e) to conclude and control execution of contracts;

f) to execute other actions directly ordered by this Standard.

2.2.1.2. Unless specified otherwise by this Standard and other local standard documents of PJSC «Rosseti», SDC of PJSC «Rosseti» independently determine the structural divisions responsible for accomplishment of those or other functions on realisation of purchasing activity. Thus it is not allowed to assign the functions of the organisation of purchases and, simultaneously, the control of correctness of their realisation to one structural division.

2.2.2 Central Purchasing Authority of SDC of PJSC «Rosseti»

2.2.2.1. The composition of the CPA of SDC of PJSC «Rosseti» and regulations of its work is approved by chief executive officer of SDC of PJSC «Rosseti», or other authorised management bodies of SDC of PJSC «Rosseti», allocated with powers on accepting of corresponding decisions, with the obligatory coordination with the Structural division of PJSC «Rosseti», which is responsible for the organisation and carrying out of purchases.

2.2.2.2. The composition of the CPA of SDC of PJSC «Rosseti» in coordination with PJSC «Rosseti» includes representatives of PJSC «Rosseti».

2.2.2.3. The CPA of SDC of PJSC «Rosseti» is assigned with the functions provided by this Standard, by local standard documents of SDC of PJSC «Rosseti».

2.2.3 Other purchasing body of the Customer

2.2.3.1. The Customer has the right to create other purchasing bodies in addition to the CPA of the Customer in coordination with the CPA of the Customer.

2.2.3.2. The composition of another regulating body of the Customer and regulations of its work are approved by general director of the Customer.

2.2.3.3. The functions provided by this Standard are assigned to the other purchasing body of the Customer, by local standard documents of the Customer.

2.3 Purchasing management by categories

2.3.1 Unless specified otherwise by the CPA of PJSC «Rosseti», revealing of categories of purchases, including the description of a concrete subject of purchases, market study and development of a specified procedure of payments of the initial (maximum) price of the agreement (the lot price), and also tracing of change of these parameters is performed eventually by the Customer.

2.3.2 Features of carrying out of purchases on concrete categories are arranged by decisions of the CPA of the Customer, with the obligatory coordination with the CPA of PJSC «Rosseti» in which the following features can be established:

- a) order of planning of purchases on the given category;
- b) purchase preparations;
- c) carrying out of procedures of purchase, including estimation of requests of participants of purchase;
- d) agreement conclusion;
- e) agreement execution;
- f) order of preparation, coordination and approval of decisions in connection with purchase.

2.3.3 The decisions, concerning requirements to participants of purchase or features of preparation and carrying out of procedures of purchase, are placed in the sources specified in section 3 of this Standard.

2.3.4 Made in development of this Standard decisions of the CPA of the Customer can provide specification of rates of this Standard and obligatory appendices to it, change of the recommended appendices depending on a purchase category.

2.4 Management of joint purchases

2.4.1 PJSC «Rosseti», its SDC can conclude with other Customers (third parties in relation to PJSC «Rosseti» and its SDC), including performing purchasing activity not under this Standard, agreement on goods joint purchases. The agreement on joint purchase can be signed only at entering into it a condition that rules of carrying out of such joint purchase cannot break rate of this Standard. Such agreement, at least, should establish, or provide an establishment of approaches by determination of the following parametres:

- a) requirements to bought goods (can differ for different Customers);
- b) agreement provisions (can differ for different Customers);
- c) purchasing amount, terms and conditions of delivery, and the initial (maximum) price of the agreement (the lot price) (established for each Customer separately);
- d) requirements to participants of purchase (should be uniform within the limits of joint purchase);
- e) order and terms of carrying out of procedures of purchase (according to this Standard and the reference to it and other documents of PJSC «Rosseti», regulating an order of carrying out of purchases), criteria of selection and estimation, an order of a choice of the winner (should be uniform within the limits of joint purchase);
- f) rights and obligations of Customers within the limits of purchase, including an order of the coordination and approval of the notice and the documentation about purchase, changes and explanations of documentation about purchase, an order of forming of the purchasing commission and an order of its work, an order of carrying out of sessions of the purchasing commission and registration of its decisions;
- g) indication on the person acting as the Organizer of purchase, his rights and obligations, his compensation (if necessary).

2.4.2 In PJSC «Rosseti», SDC of PJSC «Rosseti» the agreement on joint purchases before its signing by the Customer is subject to coordination by the CPA of each Customer.

2.4.3 Purchase is announced and conducted by the person specified in the agreement on joint purchases. If it is provided by the agreement on joint purchases, the purchase organisation can be transferred to the third party Organizer of purchase.

2.4.4 At planning each Customer (PJSC «Rosseti», SDC) includes such purchase in the plan of purchase according to the parametres established for it according to item 2.4.1c) of this Standard.

2.4.5 The information on purchase should be placed according to the provisions of section 3 of this Standard and if it is provided by the agreement on joint purchases, is placed in other sources.

2.4.6 By results of joint purchase the following can be concluded:

- a) a multilateral agreement between all of the Customers of the joint purchase and one of its winners (several winners);
- b) some separate contracts between each of the Customers and the winner (several winners).

2.5 Centralised (incorporated) purchases

2.5.1 Centralised (incorporated) purchases are conducted with a view of increase of efficiency of purchases close under the product characteristics, needed simultaneously by several of the Customers.

2.5.2 Kinds of centralised (incorporated) purchases:

- a) for needs of several SDC of PJSC «Rosseti» (on the basis of corresponding contracts);
- b) for needs of PJSC «Rosseti» and its SDC (on the basis of corresponding contracts);

2.5.3 Centralised (incorporated) purchases are conducted by methods and in the order, provided by this Standard. The choice of a method of carrying out of centralised (incorporated) purchase is performed on the bases provided by this Standard.

2.5.4 At centralised (incorporated) purchases, the requirement for goods for needs of a concrete Customer can be both allocated as a part of a separate lot, and included in one common lot. Anyway such purchase is included into the Plans of purchase of each Customer, for whose needs the purchase is performed.

2.5.5 Centralised (incorporated) purchases are conducted only under condition of accepting of corresponding decisions by the CPA of Customers (under item 2.5.2a) or the CPA of PJSC «Rosseti» and the CPA of the Customer (under item 2.5.2b).

2.5.6 The decision on carrying out of centralised (incorporated) purchase is accepted by PJSC «Rosseti» and (or) SDC of PJSC «Rosseti» as at a coordination stage when due hereunder drafts of plans of purchases / adjustments of plans of purchase of corresponding Customers, and in the course of realisation of the confirmed plans of purchase / adjustments of plans of purchase of corresponding Customers, in case of origin of requirement for centralisation of purchases on procedures on which the specified decision was not accepted at a stage of the coordination (approval) of plans of purchase / adjustments of plans of purchase.

2.5.7 More details on the order of coordination, preparation and carrying out of centralised (incorporated) purchase can be determined by organizational-administrative documents of PJSC «Rosseti» or another Customer, organising centralised purchase.

3. INFORMATION SUPPORT OF PURCHASES

3.1 Information placing on an official site

3.1.1 Official site on the «Internet» on which the information on purchases of the Customer is placed, is the site (uniform information system in sphere of purchases of goods, works, services for provision of the state and municipal needs), as provided by the legislation of the Russian Federation (hereinafter – the official site).

3.1.2 On the official site the following documents, information and materials are placed:

a) This Standard (the Regulation about purchases), and also the changes brought in it, – within 15 days from the date of its approval or the approval of changes accordingly;

b) The plan of purchase constituted for one calendar year – within 10 days from the date of the approval, but not later than December, 31st of the current calendar year;

c) The plan of purchase of innovative, highly technological goods, medical products, specified in item 13.1 of this Standard, – within 10 days from the date of the approval;

d) changes brought in the Plans of purchase, specified in items 3.1.2b) and 3.1.2c) of this Standard – within 10 days from the date of the approval;

e) the notice on purchase carrying out, the documentation on purchase, the contract draught as an integral part of the documentation about purchase – within the terms specified in the organizational-administrative document on carrying out of purchase (or series of purchases) and corresponding to the rates of this Standard;

f) changes brought in the notice on carrying out of purchase, in the documentation about purchase – not later than 3 days from the date of decision making about entering of such changes;

g) explanations of the notice on carrying out of purchase and (or) documentation about purchase, refusal of purchase carrying out – not later than 3 days from the date of decision making about granting of explanations and (or) refusal of purchase carrying out;

h) the notification of prolongation of term of giving of requests – not later than 1 day from the date of decision making about such prolongation;

i) reports constituted in the course of carrying out of purchase and signed by the secretary of a corresponding purchasing commission, – not later than 3 days from the date of signing of such reports (the order of the coordination of reports can be established by an organizational-administrative document of the Customer, thus the term of signing of the report should not constitute more than 15 (working) days from the moment of carrying out of a corresponding session of the purchasing commission);

j) data on change of volume, price of acquired goods, terms of a contract concerning the information contained in the report, constituted

following the results of purchase carrying out – not later than 10 days from the date of entering of respective alterations into the agreement;

k) data on quantity and total cost of the contracts concluded by results of purchase of goods, – monthly, not later than the 10th day of the month, following the reporting month;

l) data on quantity and total cost of the contracts concluded by the Customer by results of purchase from the single supplier (the contractor, the performer) – monthly, not later than the 10th day of the month, following the reporting month;

m) data on quantity and total cost of the contracts concluded by the Customer by results of purchase, data on which constitute the state secret or concerning which a corresponding decision of the Government of the Russian Federation was accepted not place the information (subitem 5.3 of this Standard) – monthly, not later than the 10th day of the month, following the reporting one;

n) data on quantity and total cost of the contracts concluded by the customer by results of purchase from subjects of small and medium business - monthly, not later than the 10th day of the month, following the reporting one;

o) information on annual purchasing amount which customers are obliged to perform from subjects of small and medium business - not later than February, 1st of the year following after last calendar year;

p) the list of goods, works, services which purchase is performed among subjects of small and medium business;

q) other information which the Customer will find necessary to place on an official site under condition of technical possibility of such placing.

3.1.3 The organizer performs the control of correctness of the information and the purchasing documentation placed on the declared electronic trading site and Internet sites, and also observance of terms of placing.

3.1.4 In case of origin of technical or other malfunctions arising at maintenance of an official site by the authorised person and blocking access to an official site within more than one working day, the information which is subject to placing on an official site according to item 3.1.2, is placed by the Customer on own site (a site of the Customer) with its subsequent placing on an official site. In the specified case the placing on an official site is performed within one working day from the date of elimination of the technical or other malfunctions blocking access to an official site.

3.1.5 At carrying out of open purchases the Customer has the right to provide an additional source (sources) of placing of the information on conducted purchases (in the form of a copy of the Notice on carrying out of purchase, extracts from it, or in the form of electronic references) besides an official site and a site of the Customer and (or) the Organizer of purchase. The list of such sources in which data on carrying out of open purchases is placed, is determined by the CPA of the Customer.

3.1.6 Data on carrying out of the closed purchases are not subject to placing on an official site (item 5.3).

3.2 Placing of the information on purchase on a site of the Customer and (or) a site of the Organizer of purchase

3.2.1 With a view of provision of transparency of purchasing activity, on a site of the Customer in the "Purchase" section where the information on purchasing activity of the Customer (or several Customers) is maintained.

3.2.2 The reference to the section should be placed on the main page of a site of the Customer, and also on the page in the main menu of a site of the Customer, in the presence of such menu.

3.2.3 In the "Purchase" section possibility of placing of the following information, data, documents, including in the form of electronic references according to organizational-administrative documents of the Customer should be provided:

a) documents and data similar to the specified in item 3.1.2a)–3.1.2m) of this Standard;

a) archives of the information on conducted purchases;

b) other information which the Customer will find necessary to place on a site of the Customer.

3.2.4 Specified in item 3.2.3 information, data and documents should be accessible to acquaintance without payment collection.

3.2.5 The section on purchasing activity should be arranged clearly, accurately, laconically. The interface of the user should not be overloaded by graphical elements. The section pages should have the minimum time of loading. "The Purchase" section should also include an information search subsystem.

3.2.6 "The Purchase" section should include minimum subsections for placing:

a) this Standard and the organizational-administrative documents published in development of this Standard (or extracts from such organizational-administrative documents);

b) purchase plans, including adjustments of the given plans and announcements of purchases;

c) copies of notices and documentation about purchase, explanations and changes of such documents, reports and other documents arranged at carrying out of purchase;

d) data on the concluded contracts, changes of the concluded contracts;

e) data about the applied by the Customer electronic trading site, including, the link to the electronic trading site;

3.2.7 Storage of the data placed on a site of the Customer is performed not less than 5 years from the moment of their placing. Calculation of the initial (maximum) price of purchase is stored by the initiator of purchase within 5 years from the moment of summarising on purchasing procedure.

3.2.8 The information search subsystem in the "Purchase" section should provide convenient information search by its form, range of dates, keywords. The search subsystem should consider the Russian grammar.

3.2.9 The data placed on a site of the Customer should be accessible to acquaintance to any person without payment collection.

3.2.10 In case of attraction of the third party Organizer of purchase, the data specified in items 3.1.2e)–3.1.2i) of this Standard, can be placed on a site of the third party Organizer of purchase in addition to publications on a site of the Customer. In the text of such publications the note with indication of a date and a place of placing of corresponding data on an official site should be made.

3.2.11 Data on carrying out of closed purchases are not subject to placing on a site of the Customer and (or) a site of the Organizer of purchase (item 5.3).

3.3 Determination of electronic trading platforms. Placing of the information on purchase on electronic trading platforms

3.3.1 Electronic trading sites are determined by the Customer in coordination with the CPA of PJSC «Rosseti», under condition of their conformity to the technical requirements established by the Customer and data transmission about conducted procedures in an integrated automated system of purchasing activity of the Company. In case of establishment by the Government of the Russian Federation of technical requirements to used electronic trading sites, or carrying out of selection of such electronic trading sites, choice of an electronic trading site is performed by the Customer on the basis of established by the Government of the Russian Federation requirements / conducted selection in coordination with the CPA of PJSC «Rosseti».

3.3.3.1. The functionality of an electronic trading site should provide carrying out of the procedures corresponding to the rates of the Standard. At least, possibility of carrying out of opened and closed single stage tenders, opened and closed auctions, opened and closed single stage requests for proposals, open and closed requests for quotation should be provided. At carrying out of a tender, request for proposals, request for quotation possibility of rebidding should be provided.

3.3.3.2. The functionality of an electronic trading site should provide ample opportunities on data exchange and documents with other systems and participants, creation of documents in an automatic or semi-automatic mode from templates and on the basis of available data on the electronic trading site, archival data storage, data, copies of documents, search of information placed on the electronic trading site, making analysis of the data; possibility of use of a digital signature for documents (including notices on tendering, the documentation on auctions, application forms for participation in the auctions, the report on results of bidding, similar documents for other purchases).

3.3.3.3. The electronic trading site should have the developed possibilities for information search by the purchase name, number, responsible person, organizer, Customer, purchase method, range of dates with indication of type of date (date of the announcement of purchase, opening date etc.), goods categories. The search subsystem should consider the Russian morphology.

3.3.3.4. It is reasonable for the electronic trading site to have the developed system of authorisation of users and differentiation of access rights which would

provide possibility of registration and work of several users on behalf of one Customer, the Organizer of purchase, the supplier with their different access rights assignment (viewing, creation, editing, removal) to different information.

3.3.2 At carrying out of purchases on an electronic trading site placing of data, specified in items 3.1.2e)– 3.1.2i) of this Standard, besides placing on an official site, a site of the Customer and (or) the third party Organizer of purchase (at its attraction), is also produced on these electronic trading sites. In the text of such publications the note with indication of a date and a place of placing of corresponding data on an official site should be made.

4. THE RIGHTS AND OBLIGATIONS OF THE PARTIES AT PURCHASES

4.1 The rights and obligations of the Organizer of purchase

4.1.1 The Organizer of purchase in coordination with the Customer (including the purchasing commission if a corresponding responsibility has been delegated to it) has the right:

4.1.1.1. to refuse carrying out of any procedure of purchase after its announcement:

a) at open tenders – according to the terms specified in the notice on carrying out of a tender and the tender documentation, and in absence of corresponding indications in them – according to requirements of the Civil Code of the Russian Federation;

b) at open auctions – according to the terms specified in the notice on carrying out of auction and the auction documentation, and for lack of corresponding indications in them – according to requirements of the Civil Code of the Russian Federation;

c) at sealed bids – at any time, under condition of compensation to the invited participants of purchase of the real damage connected with preparation of the request;

d) at other both opened and closed competitive methods of purchases – at any time if other directly is not specified in the notice on carrying out of purchase and (or) documentation about purchase.

At decision making about refusal of summarising of purchase, the conclusion of the agreement the Organizer without fail places on an official site the justification of the made decision.

4.1.1.2. to extend the term of giving of application forms for participation in any procedure (including concerning separate lots of purchasing procedure) at any time before the expiration of originally declared termination date of giving of requests. Thus if such prolongation is connected with modification of the notice on purchase carrying out, the documentation about purchase, the rates of item 4.1.2 of this Standard are applied. In a case if, on the day of the termination of giving of application forms for participation in purchase (except for

purchasing procedures in the form of bidding - tenders and auctions) no request is submitted, or only one request is submitted, the Organizer of purchase, with a view of additional provision of competition at carrying out of purchasing procedures can extend the term of requests acceptance for the term of no more than 3 (three) working days with the obligatory notification of it of the Customer and the structural divisions responsible for observance of anticorruption events of the Customer. The information on prolongation of the term of giving of requests is subject to placing in the sources specified in section 3 of this Standard and within the terms, provided by the specified section.

4.1.1.3.in coordination with the Customer to establish requirements to participants of the purchase, bought goods, to conditions of their delivery and to specify the necessary documents confirming (declaring) conformity to these requirements.

4.1.1.4.to demand from participants of purchase of documentary confirmation of conformity of goods, processes of their production, storage, transportation, etc., requirements of the current legislation of the Russian Federation.

4.1.2 Obligations of the Organizer of purchase:

4.1.2.1.Placing according to section 3 of this Standard of the notice on carrying out of purchase, the documentation about purchase, reports and other documents arranged at carrying out of purchase if such actions are not an obligation of the Customer according to the agreement, concluded by the Organizer of purchase and the Customer;

4.1.2.2.Signing with the suppliers invited for participation in closed purchase, agreements on confidentiality concerning their participation in purchase, including regarding preserving of confidentiality of conditions of the documentation, the contract draught, the technical project.

4.1.2.3.At decision making about entering changes in the notice on carrying out of purchase or in the documentation about purchase, realisation of the following actions:

a) if purchase is performed by bidding (tendering or auction) and changes in the notice on purchase carrying out, the documentation about purchase are brought into by the Customer later than 15 days prior to an expiry date of giving of application forms for participation in the bidding, the term of giving of application forms for participation in such purchase is necessary to extend so that from the date of information placing on an official site brought in the notice on purchase carrying out, in the documentation about purchase of changes to an expiry date of giving of application forms for participation in purchase such term is not less than 15 days;

b) if purchase is performed by the method which is distinct from bidding (tendering or auction), changes on purchase are brought in the notice and the documentation so that from the date of information placing on an official site of the brought changes in the notice and the documentation on purchase before the end date of giving of requests is not less than half of the term specified on a concrete purchasing procedure. In case of the modification,

concerning exclusively changes of the end of the term of giving of requests towards increase in such term, such changes can be brought at any time before the end date of the originally set date of giving of requests without the obligation to prolong the duration for the term of not less half, specified on a concrete purchasing procedure.

4.1.2.4. Signing of the report on results of bidding, which is performed according to item 448 of the Civil Code of the Russian Federation.

4.1.2.5. Storage of originals of all documents in the paper form, concerning purchase, is performed within 5 years from date of summarising of purchase or purchase cancellation. After the set date of storage documents on the paper carrier can be destroyed.

4.1.2.6. All rights and obligations of the Organizer of purchase in relation to participants of purchase and its winner/person who has presented the best request, are established by the documentation about purchase.

4.1.2.7. Distribution of functions between the Customer and the third party Organizer of purchase is determined by the agreement signed between them.

4.2 The rights and obligations of the Customer

4.2.1 The rights of the Customer:

4.2.1.1. To place on a site of the Customer a direct reference to the Register of unfair suppliers provided by Federal law from 18.07.2011 № 223-FZ «About purchases of goods, works, services by separate kinds of legal entities» and (or) to the register of unfair suppliers provided by Federal law from 05.04.2013 № 44-FZ «About contract system in sphere of purchases of goods, works, services for provision of the state and municipal needs» without dependence on whether the Customer is himself the Organizer of purchase or not;

4.2.1.2. To place on a site of the Customer and (at necessity and technical possibility) on an official site any information on purchasing activity which he will consider necessary (except for promotional materials).

4.2.2 Obligations of the Customer:

4.2.2.1. placing of data, specified in items 3.1.2e) – 3.1.2i) of this Standard if such obligation is not transferred to the Organizer of purchase;

4.2.2.2. signing with the person chosen as the winner (at tendering – with the person with whom the report on results of bidding and under condition of accomplishment by such person of all requirements provided in the report on results) or who presented the best request, agreement is signed, the right to which conclusion was a purchase subject – except for cases when the winner has another provided by the documentation about purchase right (for example to be presented to the Board of Directors of the Customer);

4.2.2.3. signing with the person who has been chosen as the winner of a closed purchase or has presented the best request, agreement on nondisclosure of the information, concerning conditions, procedure of the agreement conclusion, execution.

4.2.3 Other rights and obligations of the Customer, arising in the course of carrying out of purchases, are determined in the documentation about purchase.

4.3 The rights and obligations of the participant of purchase, the winner of purchase, the participant of purchase, whose request is recognised the best

4.3.1 The rights of the participant of purchase:

a) to make an application on participation in purchase.
b) to receive from the Organizer of purchase the information on a subject of purchase by acquaintance with the documentation about purchase and receipt of explanations from the Organizer of the purchase, placed according to section 3 of this Standard (confidential – on the basis of agreements on confidentiality);

c) to change, supplement or withdraw the request before the termination of term of giving of requests, or in other terms – on demand of the Organizer unless otherwise expressly provided in the notice and the documentation about purchase;

d) to address to the Organizer of purchase with questions on the documentation explanation on purchase, and also with the request for prolongation of the set date of giving of requests with the justification of the reason of necessity of such prolongation.

4.3.2 The participant of purchase at participation in the closed procedure is obliged to sign with the Customer and (or) the Organizer of purchase the agreement on nondisclosure of the information which becomes or became it known in the course of participation in purchase.

4.3.3 The participant of purchase should constitute the application form for participation in purchase under the form established in the documentation about purchase. The request text should clearly state that its giving is accepting (acceptance) of all conditions of the Customer (the Organizer of purchase), provided in the notice on carrying out of purchase and the documentation on purchase, including the consent to fulfil obligations of the participant of purchase at participation in purchase.

4.3.4 Other rights and obligations of participants of purchase are established by the documentation about purchase.

4.3.5 The rights and obligations of the winner of purchase, the participant of purchase, whose request is recognised the best:

a) Volume of the rights and the obligations arising at the winner of purchase or the person, whose request is recognised the best (usually – the right to the agreement conclusion), are established in the documentation about purchase.

Note – At the tendering the subject of which was the right to the agreement conclusion, the agreement with the winning bidder is concluded without fail in accordance with Part 5 of Article 448 of the Civil Code of the Russian Federation. At carrying out of other competitive purchases the person who has presented the best request, receives the right to the agreement conclusion, but the Organizer of

purchase does not have an obligation to conclude the agreement (refusal of purchase and the conclusion of the agreement with such person is possible).

b) If as a result of purchase carrying out there is no direct right to the agreement conclusion, and another right, the order of its realisation should be in detail specified in the documentation about purchase.

c) If the winner is chosen as a result of tendering, he is obliged under the procedure and within the terms provided by this Standard and the documentation about purchase to sign the report on results of bidding according to requirements of Article 448 of the Civil Code of the Russian Federation.

4.4 The rights and obligations of buying employees

4.4.1 Buying employees are obliged:

a) to carry out the actions ordered by this Standard;

b) immediately to report to the management of the Customer on any circumstances which can lead to negative results for the Customer, including about what can lead to impossibility or inexpediency of execution of the actions ordered by this Standard;

c) to inform the management of the Customer of any circumstances which do not allow the given employee to conduct purchase according to rates of the given Standard and other internal documents regulating anticorruption activity of the Customer;

d) immediately to inform the management of the Customer of cases of establishment of facts and signs of participation and (or) victories in purchases of legal or physical persons, affiliated with buying employees, including members of the purchasing commissions and involved experts, and also employees of PJSC «Rosseti» and its SDC, supervising agreement execution;

e) to bear personal responsibility for execution of the actions connected with carrying out of purchase.

4.4.2 It is forbidden for buying employees:

a) to co-ordinate activity of participants of purchase differently, than it is provided by the current legislation of the Russian Federation, by this Standard, the notice and documentation on purchase;

b) to receive any benefits from carrying out of purchase except officially provided by the Customer or the Organizer of purchase;

c) to give somebody any data on a course of the purchases, not provided by this Standard, the documentation about purchase, organizational-administrative documents of the Customer prior to the day of placing of the corresponding information in the sources specified in section 3 of this Standard;

d) to have other types of communication with participants of purchase, different from those arising in the course of usual economic activities (for example to be an affiliated person with the participant of purchase) about which he has not declared to the purchasing commission or the CPA of the Customer;

e) to conduct negotiations with participants of purchase not provided by this Standard and the documentation about purchases.

4.4.3 Buying employees have the right:

a) proceeding from practice of carrying out of purchases to recommend to the management modification of the documents regulating realisation of purchasing activity;

b) to raise the qualification in the field of purchasing activity independently or, in the presence of possibility, – at specialised courses.

4.5 It is the right of the Customer to establish priorities at purchases for Russian goods, works, services which are carried out, rendered by the Russian persons, features of participation in purchase of subjects of small and medium business

4.5.1 The priority of Russian goods, works, services which are carried out, rendered by the Russian persons, features of participation in purchase of subjects of small and medium business are applied in cases and an order established by the current legislation of the Russian Federation.

4.5.2 In cases of establishment by the Government of the Russian Federation of priorities of Russian goods, works, services which are carried out, rendered by the Russian persons, features of participation in purchase of subjects of small and medium business the CPA of PJSC «Rosseti» can accept the corresponding order of application of the established priorities and features in purchasing activity PJSC «Rosseti», its SDC.

4.5.3 Purchases from subjects of small and medium business are performed by carrying out of purchases:

a) participants of which are any persons specified in Part 5 Article 3 of Federal law from 18.07.2011 № 223-FZ «About purchase of goods, works, services by separate kinds of legal entities», including subjects of small and medium business;

b) participants of which are only subjects of small and medium business;

c) concerning participants of which the customer establishes the requirement about attraction to execution of the agreement of subcontractors (co-performers) from among subjects of small and medium business.

4.5.4 The Organizer of purchase has the right to apply corresponding priorities and features, only if their presence was directly declared in the notice on purchase and (or) in the documentation about purchase. The documentation about purchase should specify:

a) groups of suppliers to which priorities are applied;

b) size and method of application of priorities;

c) order of application of priorities.

4.5.5 At purchase realisation according to item 4.5.3b) of this Standard the customer has the right to perform after the request acceptance term the purchase in the general order established by this Standard in cases, if:

- a) subjects of small and medium business have not submitted application forms for participation in such purchase;
- b) requests of all participants of the purchase, who are subjects of small and medium business, are withdrawn or do not conform to the requirements provided by the documentation about purchase;
- c) the request submitted by the single participant of purchase, being subject of small and medium business, does not conform to the requirements provided by the documentation about purchase;
- d) the customer accepted the decision not to conclude the agreement by results of purchase in an order established by this Standard.

4.5.6 For carrying out of the purchases provided by item 4.5.3b) of this Standard, the Customer approves the list of goods, works, services purchases of which are performed from subjects of small and medium business (hereinafter - the list). In a case if the initial (maximum) price of the agreement (the lot price) for delivery of goods, accomplishment of works, rendering of services does not exceed 50 million rubles and the specified goods, works, services are included in the list, the Customer is obliged to perform purchases of such goods, works, services from subjects of small and medium business. In a case if the initial (maximum) price of the agreement (the lot price) for delivery of goods, accomplishment of works, rendering of services exceeds 50 million rubles, but does not exceed 200 million rubles and the specified goods, works, services are included in the list, the Customer has the right to perform purchases of such goods, works, services from subjects of small and medium business.

4.5.7 Purchase of petrol and gas chemical goods is performed mainly from Russian manufacturers. Purchase of automobile, agricultural, road-building and municipal technics, goods of transport mechanical engineering and mechanical engineering for food and process industry, and also metal products, including pipes of big diameter, is performed from Russian manufacturers, except for cases of absence of production in the Russian Federation of the specified goods and their analogues.

4.6 General requirements to participants of purchase

4.6.1 Any person has the right to make an application on participation in open purchase. Only specially invited persons to participation in such purchase can make an application on participation in the closed purchase (item 5.3 of this Standard) and to be admitted to participation in the closed purchase.

4.6.2 The participant of purchase can be:

- a) any legal body or some legal entities acting on the party of one participant of purchase (including on the basis of the agreement on creation of simple partnership according to requirements of the current legislation of the Russian Federation), irrespective of the organisational-legal form, pattern of ownership, a location and a place of origin of the capital under condition of conformity to the requirements established in the documentation about purchase, developed according to this Standard;

b) any physical person or some physical persons acting on the party of one participant of purchase, including an individual businessman or some individual businessmen acting on the party of one participant of purchase (including on the basis of the agreement on creation of simple partnership according to requirements of the current legislation of the Russian Federation), under condition of conformity to the requirements established in the documentation about purchase, developed according to this Standard.

4.6.3 In a case if the participant of purchase is a legal body, he should be registered as a legal person when due hereunder, and for the types of activity demanding according to the legislation the Russian Federation special permissions (licences, admissions, and such documents) – should have them. In a case if the participant of purchase is an individual businessman, he should be registered as an individual businessman in an order established by the legislation of the Russian Federation. In a case if the participant of purchase is a physical person – he should possess the complete right and capacity according to requirements of the current legislation of the Russian Federation.

4.6.4 Collective participants of purchase can participate in purchases if it directly is not forbidden by the current legislation of the Russian Federation.

4.6.5 Members of the consolidations, who are collective participants of purchase, should have the agreement among themselves (another document), corresponding to rates of the Civil Code of the Russian Federation in which the rights and obligations of the parties should be specified and the leader of such collective participant of purchase should be established. In the agreement the joint liability under the obligations connected with participation in purchases, the conclusion and the subsequent execution of the agreement should be established.

4.6.6 At carrying out of the closed purchases falling under the requirements of item 5.3 of this Standard, it is necessarily underlined in the documentation about purchase, whether there can be a person as part of the collective participant of purchase who has been not invited personally to participation in purchase. Anyway the leader of the collective participant of purchase should be exclusively the person invited by the Customer to participation in the purchase.

4.6.7 Only qualified participants of purchase can apply for the conclusion of the agreement with the Customer or on realisation of another right provided by the documentation about purchase.

4.6.8 Other requirements to participants of purchase are established by the documentation about purchase according to requirements of the current legislation of the Russian Federation, organizational-administrative documents of the Customer, including according to Appendix 4 to this Standard.

4.6.9 In the presence of sample requirements to participants of purchase the CPA of PJSC «Rosseti» has the right to change such sample requirements that should be considered by the Organizer of purchase at establishment of requirements to participants of purchase in the documentation about purchase provided that they do not contradict requirements of the legislation of the

Russian Federation and are aimed to increase saving at carrying out of purchases, prevention of infringement of the legislation of the Russian Federation, or within the limits of accomplishment of an instruction of regulating bodies.

4.6.10 In the presence of sample requirements to participants of purchase the Purchasing commission has the right to establish other requirements to participants of purchase provided that they do not contradict the requirements established by permitting bodies of the Customer according to item 4.6.9 of this Standard, requirements of the legislation of the Russian Federation. Anyway the Customer should establish the requirement about presentation by participants of purchases of data concerning all chain of their proprietors, including beneficiaries (including final) according to the form of presentation by participants of purchases of data concerning all chain of its proprietors, including beneficiaries (including final).

4.6.11 Participation of subjects of small and medium business in purchases as subcontractors (co-performers) is determined according to the features approved by the Government of the Russian Federation.

5. METHODS OF PURCHASES, THEIR TYPES AND CONDITIONS TO CHOOSE METHODS OF PURCHASE

5.1 The list of the permitted methods of purchases

5.1.1 This Standard provides the following methods of purchases:

Bidding:

- a) tender;
- b) auction.

The purchases which are not bidding:

- c) request for proposals;
- d) request for quotation;
- e) simple purchase;
- f) small purchase;
- g) purchase from the single supplier (the contractor, the performer);
- h) purchase by participation in the procedures organised by sellers

of goods.

5.1.2 This Standard provides the following forms of carrying out of purchases, special procedures:

- a) opened and closed;
- b) in an electronic form or with use of paper carriers;
- c) with rebidding or without it;
- d) with preliminary qualifying selection of participants of purchase or without that;
- e) with possibility of giving of alternative bids or without it;
- f) in one - two- or multi stage form;
- g) special procedures of purchase of sophisticated goods;

h) with possibility to choose several winners/persons who have presented the best requests, on one lot (in case of carrying out of purchase by a method which is distinct from bidding);

i) purchase on the right of the conclusion of the frame agreement with one or several participants of purchase.

5.1.3 Organizational-administrative documents of the Customer or a decision of the CPA of the Customer can establish requirements and (or) recommendations about carrying out and (or) not carrying out of purchases by separate methods and (or) in the separate form (with application of special procedures) in quantitative and (or) price expression provided that such requirements and (or) recommendations do not contradict rates of the current legislation of the Russian Federation.

5.2 General provisions

5.2.1 The decision on purchase carrying out is accepted and arranged according to item 7.2.2 of this Standard. Unless specified otherwise by this Standard or other organizational-administrative documents of the Customer, the same person appoints the commission on carrying out of a corresponding purchase.

5.2.2 This Standard provides the following priority ranking of the methods of purchases (chosen depending on a subject of an agreement, quantity of criteria and other factors):

- tender or auction;
- request for proposals or request for quotation;
- simple purchase or small purchase;
- purchase from the single supplier (the contractor, the performer).

5.2.3 Unless expressly specified by this Standard, methods of purchases (except for bidding), and also special procedures (item 8.11 of this Standard), are subject to application in the presence of established by this Standard bases according to the confirmed Procurement Plan or after receipt of permission of the CPA of the Customer or another permitting body of the Customer within its competence.

5.2.4 In a case if at the moment of carrying out of purchase the Customer cannot specify volumes and (or) goods delivery periods (accomplishment of works/rendering of services) it is possible to carry out an open competitive purchasing procedure for the right of the conclusion of the frame agreement (a tender or request for proposals) with several participants, with the subsequent carrying out of purchasing procedures among them (request for proposals, request for quotation) with a view of satisfaction of goods requirements arising during period of validity of frame agreements. Thus it is possible to carry out subsequent purchasing procedures without observance of cost restrictions, established by this Standard for request for proposals and request for quotation accordingly.

5.2.5 In exceptional cases under decision of the CPA of the Customer or another permitting body of the Customer for separate concrete purchases a

method can be chosen from the list in item 5.1 of this Standard, the application of which is not allowed with existing bases provided by this Standard (including at excess of threshold values to choose methods of purchase). The CPA of the Customer can make any other decisions on concrete purchase not contradicting rates of the current legislation.

5.2.6 Purchases in the cases, described in item 5.2.4 and item 5.2.5 of this Standard, are approved by the CPA of the Customer or another permitting body of the Customer within its competence at formation (adjustment) of the Procurement Plan and under condition of absence of the restrictions established by the legislation of the Russian Federation.

5.3 Application of procedures of purchase in the closed form

5.3.1 Any procedures of purchase can be performed in the closed form only in the following cases:

- a) in the notice on purchase, in the documentation about purchase or in the contract draught the data constituting the state secret are contained;
- b) the decision of the Government of the Russian Federation specifies a concrete purchase data about which do not constitute the state secret, but are not subject to placing on an official site;
- c) the decision of the Government of the Russian Federation specifies lists and (or) groups of goods, works, services, data on purchase of which do not constitute the state secret, but are not subject to placing on an official site.

5.4 Tender

5.4.1 Tender, according to item 5.2.2. is the basic method of purchase.

5.4.2 Depending on a possible circle of participants of purchase a tender can be opened or closed.

5.4.3 Depending on the form of carrying out a tender can be conducted with use of paper carriers or in an electronic form.

5.4.4 Depending on a number of stages a tender can be one - two- and multi-stage.

5.4.5 Purchases can be performed by carrying out of two- and multi-stage tenders, if it is necessary for the Customer (Organizer of purchase) to carry on negotiations with participants of purchase to specify the most effective variant of satisfaction of requirements of the Customer, namely at accomplishment at least one of conditions:

- a) owing to complexity of goods or in the presence of several variants of satisfaction of needs of the Customer it is difficult to formulate at once detailed requirements to bought goods;
- b) the first procurement cycle is conducted specially to familiarise with possible ways of satisfaction of requirements of the Customer and to choose the best of them.

5.4.6 Depending on availability of procedure of preliminary qualifying selection a tender can be with carrying out or without carrying out of preliminary qualifying selection.

5.4.7 In case of purchase of especially sophisticated goods a tender can be conducted with application of special procedures of purchase of the sophisticated goods, specified by this Standard.

5.5 Auction

5.5.1 Depending on a possible circle of participants of purchase an auction can be opened or closed.

5.5.2 Depending on the form of carrying out an auction can be conducted with use of paper carriers or in an electronic form.

5.5.3 Auction can be only one stage.

5.5.4 Depending on availability of procedure of preliminary qualifying selection an auction can be with carrying out or without carrying out of preliminary qualifying selection.

5.5.5 At auction postqualification carrying out, the right of giving of alternative bids is not provided.

5.5.6 Auction is conducted at goods purchases for which there is a competitive market of manufacturers of goods and concerning which the initiator of purchase formulates detailed requirements in the form of the technical project. The CPA of PJSC «Rosseti» has the right to specify the list of goods bought only by results of carrying out of auction.

5.6 Request for proposals

5.6.1 Depending on a possible circle of participants of purchase the request for proposals can be opened or closed.

5.6.2 Depending on the form of carrying out the request for proposals can be conducted with use of paper carriers or in an electronic form.

5.6.3 Depending on number of stages the request for proposals can be one - two- and multi-stage.

5.6.4 Depending on availability of procedure of preliminary qualifying selection the request for proposals is performed with carrying out or without carrying out of preliminary qualifying selection.

5.6.5 In case of purchase of especially sophisticated goods the request for proposals can be conducted with application of special procedures of purchase of sophisticated goods.

5.6.6 The request for proposals is conducted at observance of at least one of the following conditions:

a) the initial (maximum) price of the agreement does not exceed 10 million rubles (with value added tax);

b) purchase of works is performed for construction, modernisation and reconstruction of electric grid facilities necessary for realisation of events for grid connection of preferential groups of applicants.

Preferential groups of applicants in this document are understood as:

1) connection of power installations of applicants up to 20 kV with capacity up to 15 kW, located 300 (500) m away from cities and settlements of city type (countryside);

2) connection of power installations of applicants up to 20 kV with capacity up to 150 kW on III category of reliability of electrical supply, located 300 (500) m away from cities and settlements of city type (countryside);

3) connection of power installations of applicants up to 20 kV with capacity up to 670 kW, 300 (500) m located on distance in cities and settlements of the city type (countryside), not demanding accomplishment of works on construction (reconstruction) of electric grid facilities except for works on construction of facilities from existing networks to connected power installations.

5.7 Request for quotation

5.7.1 Depending on a possible circle of participants of purchase the request for quotation can be opened, closed.

5.7.2 Depending on the form of carrying out the request for quotation can be conducted with use of paper carriers or in an electronic form.

5.7.3 Application of request for quotation can be performed at purchases of simple goods for which there is a functioning market, the only criterion is the price and the initial (maximum) price of the agreement on which does not exceed 5 million rubles (with value added tax).

5.7.4 Besides the bases provided by item 5.7.3 the request for quotation can be conducted by results of conducted open competitive procedures, among participants with whom frame agreements according to item 5.2.4 of this Standard are entered into.

5.7.5 It is forbidden to conduct purchases of sophisticated, unique equipment by method of request for quotation.

Note – the open request for quotation is intended mainly for purchases of simple goods on an electronic trading site.

5.8 Simple purchases

5.8.1 Simple purchases are conducted in case the revenue of the Customer for reporting fiscal year constitutes more than 5 billion rubles. In other cases such method of purchase is not applied.

5.8.2 Depending on the carrying out form simple purchase can be conducted with use of paper carriers or in an electronic form.

5.8.3 Simple purchases are conducted at the initial (maximum) price of the agreement over 100 000 rubles to 500 000 rubles inclusive (with value added tax). Simple purchase under the decision of the Customer can be conducted at the initial (maximum) price of the agreement less than 100 000 rubles (with value added tax).

5.8.4 Simple purchases can be conducted at accomplishment of item 5.8.3 of this Standard and in the presence of technical requirements unequivocally formulated to bought goods including when functional characteristics (consumer properties) of the goods, sizes, packaging, and goods shipment are specified, concrete requirements to results of work (service) in the form of the technical project are established.

5.9 Small purchases

5.9.1 Small purchases are performed at the initial (maximum) price of purchase up to 100 000 rubles (with value added tax).

5.9.2 Small purchases can be conducted at accomplishment of item 5.9.1 of this Standard and in the presence of unequivocally formulated technical requirements to bought goods including when functional characteristics (consumer properties) of the goods, sizes, packaging, and goods shipment are specified, concrete requirements to results of work (service) in the form of the technical project are established.

5.9.3 Carrying out of small purchases under the corporate card or in cash is performed according to the conditions specified by the holder of the corporate card (the accountable person) and organizational-administrative documents of the Customer.

5.10 Purchase from the single supplier (the contractor, the performer)

5.10.1 Depending on the initiative party a purchase from the single supplier (the contractor, the performer) can be performed by sending an offer on the agreement conclusion to the concrete supplier, or accepting of the offer on the conclusion of the agreement from one supplier without consideration of competing offers. The decision to choose the supplier is accepted by the CPA of the Customer or another permitting body within its competence according to this Standard on the basis of the information of the Customer about the conducted market research.

5.10.2 Purchases from the single supplier (the contractor, the performer) are subdivided on:

- a) Purchase of unique goods (works, services) from the single supplier (the contractor, the performer) (item 5.11 of this Standard)
- b) Purchase from the single supplier (the contractor, the performer) with a view of prevention of an emergency situation or liquidation of its consequences (item 5.12 of this Standard).

5.11 Purchase of unique goods (works, services) from the single supplier (the contractor, the performer)

5.11.1 Purchase from the single supplier (the contractor, the performer) can be performed in the presence of any of the following bases:

5.11.1.1 delivery of goods, accomplishment of works, rendering of services concern a field of activity of subjects of natural monopolies according to Federal law from August, 17th, 1995 №147-FZ «About natural monopolies» under regulated according to the legislation of the Russian Federation prices (tariffs);

5.11.1.2 there was a requirement for works or services, accomplishment or rendering of which can be performed exclusively by executive authorities according to their powers or their subordinated official bodies, the state unitary enterprises, corresponding powers of which are established by standard legal

acts of the Russian Federation, standard legal acts of the subject of the Russian Federation;

5.11.1.3 goods can be received only from one supplier and there is no equivalent to replace it, including if the given supplier is the only legal or physical person, including the individual businessman rendering services in territory of another state

Note – The criteria, allowing to use the given point, can be the following: a) the goods (works, services) are produced under a unique technology, or possess unique properties that is confirmed by corresponding documents; b) the supplier is the only official dealer of the manufacturer of goods possessing the above-stated properties; c) the supplier is the single supplier, the manufacturer, the contractor in the given region provided that the expenses connected with attraction of counterparts from other regions, do such attraction economically unprofitable; d) the supplier or its single dealer performs warranty and routine maintenance of goods (works), supplied earlier, and availability of another supplier is impossible under guarantee conditions.

5.11.1.4 there was a necessity of carrying out of additional purchase when for reasons of standardization, unification, and also for compatibility or continuity provision (for works, services) with earlier acquired goods new purchases should be made only from the same supplier. At decision making about purchase from the single supplier (the contractor, the performer) on the given basis it is necessary to check whether the change of the supplier will really force the Customer:

a) at purchase of goods – to acquire them with other technical characteristics (that can lead to considerable technical difficulties in work and servicing);

b) at purchase of works (or services) – to experience considerable difficulties from the change of the supplier, possessing specific experience and developed communication for successful accomplishment of works (rendering of services) to the given Customer;

c) at purchase of additional works or services which have been not included in an original project (agreement), but cannot be separated from the main agreement without considerable difficulties.

Additional purchase is reflected in reports on execution of the Procurement Plan as a purchase from the single source and should not exceed:

a) 10 % from the purchase original cost - at the purchase, which original cost is less than 70 million rubles with VAT;

b) 7 % from the purchase original cost - at the purchase which original cost constitutes from 70 million rubles with VAT to 100 million rubles with VAT;

c) 5 % from the purchase original cost - at the purchase which original cost exceeds 100 million rubles with VAT.

The sum of additional purchase (or total for several if the additional purchase from the given supplier was made several times) under the decision of the CPA of PJSC «Rosseti» can be changed;

5.11.1.5 there was a necessity of additional purchase made by means of prolongation of contracts (prolongation of period of validity of the agreement

without change of simultaneous increase in the volume and price of bought goods), in a case when the agreement was concluded by results of competitive purchase and the prolongation possibility was provided in the documentation about purchase;

5.11.1.6 there was a necessity of purchase of services in training or carrying out of thematic seminars (meetings, trainings, forums, conferences), other services in the organisation of cultural-mass and sports events if specificity of purchase is that equivalent replacement of the supplier is impossible;

5.11.1.7 there was a necessity of purchase of services in the author's control of development of the design documentation of capital construction projects, to designer's service of building, reconstruction, major repairs of capital construction projects by corresponding authors;

5.11.1.8 there was a necessity of purchase of services connected with sending an employee on a business trip (travel to a place of the business trip and back, premises hire, transport servicing, food provision);

5.11.1.9 there was a necessity of participation for conferences, seminars (purchases of "partner's", "sponsor's" packages, etc.);

5.11.1.10 there was a necessity of conclusion of the agreement on the right of temporary ownership and using or temporary use of movable and/or immovable property, including: rent of land plots and buildings (premises), other objects of real estate necessary for provision of the core production and economic activities. The given rate is applied in case of impossibility, or inexpediency of change of the lessor under earlier concluded lease contracts, in view of economic and (or) technical inexpediency, thus the initiator of purchase gives the CPA of the Customer the documents confirming specified circumstances. The conclusion of primary lease contracts should be performed on a competitive basis with establishment of the term of rent for the greatest possible term, considering economic feasibility (mainly not less than 3-5 years);

5.11.1.11 there was a necessity of conclusion of the agreement on rendering of services in water supply, water removal, electrical supply, sewerage, heat supply, gas supply (except for services in sale of liquefied gas), grid connection of engineering infrastructure under regulated according to the legislation of the Russian Federation prices (tariffs), services in transmission (transit) of electric energy in adjacent networks, including through the third party states and other goods, works, services under regulated by the legislation of the Russian Federation tariffs/prices;

5.11.1.12 there was a necessity of conclusion of the agreement on rendering of services in the organisation of functioning and development of distribution grid facilities;

5.11.1.13 availability of requirements of the current legislation of the Russian Federation about conclusion of the agreement with the concrete counterpart;

Example: Indication on necessity of the conclusion of the agreement with a Federal official body, subordinated to the Ministry of regional development of the Russian Federation (Glavgosexpertiza) at rendering services in an estimation of budget

cost (for facilities in full or in part financed at the expense of federal (a subject of Federation, municipal) budget) and technical part of the design documentation (Resolution of the Government of the Russian Federation from 18.05.2009 № 427 and Resolution of the Government of the Russian Federation from 05.03.2007 № 145)

5.11.1.14 availability of other circumstances demanding purchase from the single supplier (the contractor, the performer) (only under a special decision of the CPA of the Customer or another permitting body within its competence) thus the total amount of such purchases should not exceed 5 % from the total annual purchasing amount of goods, works, services, thus the initiator of purchase gives the CPA of the Customer the documents confirming absence of the competitive environment on bought goods, signed by the supervising Deputy General Director and agreed with the specialised divisions which are responsible for the anticorruption control of purchasing activity.

5.11.2 The annual purchasing amount, made on the bases provided by item 5.11.1 of this Standard, should not exceed more than 10 (ten) percent of the total cost of the annual purchasing amount of the Customer. Under decision of the CPA of PJSC «Rosseti» the annual purchasing amount on the bases provided by item 5.11.1 of this Standard can be changed.

5.11.3 At decision making about carrying out of additional purchase (conclusion of an additional agreement), if on its results the planned increase in cost of works as accrued under the concluded agreement for realisation of the investment project constitutes more than 100 million rubles with VAT, the Customer provides the preliminary coordination of carrying out of such purchase (conclusion of an additional agreement) at the Commission on the control of pricing of PJSC «Rosseti».

5.12 Purchase from the single supplier (the contractor, the performer) with a view of prevention of an emergency situation or liquidation of its consequences

5.12.1 Purchase from the single supplier (the contractor, the performer) with a view of prevention of an emergency situation or liquidation of its consequences is performed in the presence of any of the following bases:

5.12.1.1 owing to force majeure there was an urgent need in certain goods, in this connection the application of other procedures is unacceptable. At such circumstances purchase of goods from a single supplier (contractor, performer) is produced taking into account that the volume of bought goods should not exceed the sufficient amount for prevention of an emergency situation or liquidation of its consequences;

5.12.1.2 at purchase of additional works or services which have been not included in an original project (agreement), but cannot be separated from the main agreement without considerable difficulties and necessary for prevention of an emergency situation or liquidation of its consequences.

5.12.2 The decision on purchase from the single supplier (the contractor, the performer), on the bases provided in item 5.12.1 of this Standard is accepted by the CPA of the Customer or other authorised management bodies of the Customer, assigned with powers on accepting of corresponding decisions, which checks whether the promptness was a consequence of rashness of officials of the Customer, and if necessary will organise carrying out of office investigation and punishment of the guilty. Materials on questions on purchase from the single supplier in connection with absence of time for carrying out of open competitive purchase are signed by Deputy General Director/Deputy Chair of the Management Board supervising the unit of the initiator of purchase.

5.13 Purchase by participation in the procedures organised by sellers of goods

5.13.1 Under the decision of the CPA of the Customer purchase can be made by participation of the Customer in auctions, tenders or other procedures, organized by sellers of goods (including on an electronic trading site). Some positive decision on participation in such procedures is accepted, if these procedures provide clear and fair competition of participants.

Note – Such purchases are produced, as a rule, in the conditions of deficit of goods when product demand exceeds its proposal.

5.13.2 The order of carrying out of procedure is determined by the organizer of such procedure. The offer of the Customer within the limits of purchasing procedure of the seller should not exceed the size provided in the corresponding program of the Customer and the budget of purchase, provided in the annual Procurement Plan.

5.14 Special order of carrying out of purchases

5.14.1 Contracts with public authorities and local government of the Russian Federation, credit, credit guaranteeing or co-financing organisations can provide for a special order of purchases at the expense of given resources (consolidated financing on the basis of credits, leasing, budgetary financing etc.). The special order can provide deviations from this Standard (for example if at carrying out of purchases on means of the state budget or international financial structures purchases are performed in an order established by financing bodies). Any reservations concerning applicable procedures of purchases should be included in corresponding contracts about the credit (consolidated financing) only after approval by the CPA of the Customer.

5.15 Purchases in an electronic form

5.15.1 Any methods of purchases can be applied with use of an electronic trading site for their carrying out (completely or at separate stages).

5.15.2 Purchase realisation in an electronic form is obligatory:

a) if the Customer buys goods included in the confirmed by the Government of the Russian Federation list of goods, works, services purchase of which is performed in an electronic form;

b) in case the initial (maximum) price of the agreement constitutes 500 and more thousand rubles with VAT (and for customers, whose annual revenue for reporting fiscal year constitutes less than five billions rubles - if the initial (maximum) agreement price constitutes 100 and more thousand rubles with VAT). In case of impossibility of carrying out of purchasing procedure on an electronic trading site the additional approval of carrying out of purchasing procedure in the paper form by the CPA of the Customer is necessary.

5.15.3 Rules and procedures of carrying out of purchase with use of an electronic trading site are established by regulations (provisions) of work of an electronic trading site and the agreement concluded between the Customer (the Organizer of purchase) and the operator of an electronic trading site.

5.15.4 The decision on use of an electronic trading site in the cases, established by item 5.15.1 of this Standard, is accepted at a stage of forming or adjustment of the Procurement Plan.

5.16 The conclusion of additional agreements to acting contracts

5.16.1 The conclusion of additional agreements to contracts on the bases provided in subitem 5.11.1.4 and subitem 5.11.1.5 is purchase from the single supplier (the contractor, the performer) according to item 5.10 of this Standard.

5.16.2 In case of the conclusion of the additional agreement to the agreement about entering into acting contract provisions of changes of the volume, or the price of bought goods, or terms of the contract in comparison with specified in the report constituted by results of initial purchase, the Customer performs placing of data on such changes according to subitem i) of item 3.1.2 of this Standard without carrying out of procurement procedures.

5.16.3 The decision on the conclusion of additional agreements to the contracts, concluded by results of purchasing procedures, is accepted by the CPA of PJSC «Rosseti»/CPA of SDC of PJSC «Rosseti» within their competence established by local statutory acts.

6. PLANNING OF PURCHASES

6.1 General provisions

6.1.1 The order of planning of purchases is determined by this Standard. The Procurement Plan is the action plan for one calendar year on the conclusion of any contracts, except for specified in item 6.1.3 whose conclusion (all or certain quantity) requires carrying out of purchases (preparation and purchase carrying out) unless specified otherwise by this Standard and (or) organizational-administrative documents of PJSC «Rosseti» regarding planning of purchases. Under decision of the CPA of PJSC «Rosseti» or CPA of the Customer in PJSC «Rosseti» or SDC of PJSC «Rosseti» respectively the

Procurement Plan regarding investment activity can be generated for the period of more than one calendar year.

6.1.2 The internal organizational-administrative document of the Customer can detail the order of preparation, coordination, approval and change of the Procurement Plan by the approval of corresponding regulations with indication of concrete responsible structural divisions. Thus the given regulations should not contradict rates of this Standard and the current legislation of the Russian Federation.

6.1.3 Planning of purchases of innovative, highly technological goods, medical products is performed taking into account the rates provided by item 13.1 of this Standard. In case of establishment by the Government of the Russian Federation of obligatory volume to purchase innovative, hi-tech goods the specified volume should be observed by the customer at forming of the Procurement Plan.

6.1.4 The confirmed Procurement Plan is a basis for realisation of the purchases specified in such a plan.

6.1.5 If circumstances have demanded change of the method of purchase specified in the Procurement Plan, its choice is made according to rates of this Standard unless specified otherwise by the current legislation of the Russian Federation.

6.1.6 The Procurement Plan for the next calendar year (or another period established by the current legislation of the Russian Federation), and also adjustments of the Procurement Plan providing inclusion in it of new purchases, which cost exceeds 10 % of the originally confirmed Procurement Plan, and also adjustments regarding increase in cost of the before confirmed purchase which cost constitutes 100 million rubles with VAT and more, or change of the technical solutions attracting increase in the before confirmed cost parameters of such purchases, are approved by the Board of Directors of the Customer (the CPA of the Customer for PJSC «FGC UES»), with the preliminary coordination with the CPA of PJSC «Rosseti». Other adjustments of the Procurement Plan are performed by the CPA of the Customer with provision of reporting materials according to the order established by this Standard.

6.1.7 The Customer has the right under the decision of the CPA of the Customer to perform adjustment of the confirmed Procurement Plan, except for the cases specified in item 6.1.6 unless specified otherwise by rates of the current legislation of the Russian Federation. Thus the Customer is obliged to notify quarterly the CPA of PJSC «Rosseti» on the made adjustments of the Procurement Plan according to the established form (Appendix 3.1 to this Standard).

6.2 Preparation of the Procurement Plan

6.2.1 Preparation of the Procurement Plan on purchases of innovative, highly technological goods, medical products is performed in a general order taking into account the rates of item 13.1 of this Standard and requirements of the current legislation of the Russian Federation.

6.2.2 The Procurement Plan is formed according to the Budget draft of the Customer and on the basis of programs determining productive activity of the Customer.

6.2.3 The Procurement Plan should be formed in an information system of the Customer, specified by organizational-administrative documents of the Customer, including with use of means of automation, according to acting rules of work of the given system. After implementation of the uniform information space (including an electronic trading platform) in PJSC «Rosseti» and its SDC, the Customer is obliged to provide integration of information systems used in purchasing activity (including used electronic trading sites) with the specified uniform information space.

6.2.4 At forming of a draft of the Procurement Plan the following rules are observed:

- a) purchases are included in the Procurement Plan of a year in which the agreement conclusion is planned;
- b) reasonable consolidation of purchases of homogeneous goods is made, not leading to competition restriction;
- c) it is not allowed to split purchase of homogeneous goods on some positions for the purpose of simplification of a method of purchase concerning formation of priority ranking of a purchase method (item 5.2.2 of this Standard).
- d) forming of the Procurement Plan of the Customer concerning centralised purchases is performed taking into account item 2.5 of this Standard.

6.2.5 The Procurement Plan assumes 3 stages:

- a) development of a draft of the Procurement Plan on the basis of drafts of the programs determining productive activity and the draft of the Budget of the Customer for the following period;
- b) approval of the Procurement Plan by the authorised body of the Customer;
- c) adjustment of the Procurement Plan. Within a calendar year the quantity of adjustments and the period, for which they can be performed, are determined by organizational-administrative documents of the Customer.

6.2.6 Adjustment of the Procurement Plan can be conducted:

- a) in connection with the Budget adjustments of the Customer, investment and production or other programs or plans of the Customer, and also by results of protection of tariffs on electric and heat energy with state regulation bodies;
- b) on other bases connected with necessity unforeseen in advance of change of the Procurement Plan.

6.2.7 The draft of the Procurement Plan should be agreed as it should be and in the terms established by the organizational-administrative document of the Customer. Thus the approval term of the Procurement Plan of the forthcoming year should be not later than November, 01st of the year prior to the planned year under condition of availability of the approved budget, and in case of its absence not later than December, 30th of the year prior to the planned

one. At least, heads or their represented employees of the Customer should participate in the coordination of the Procurement Plan:

- financial divisions of the Customer regarding the coordination of availability of financing,
- technical divisions or end users of bought goods regarding confirmation of requirement,
- purchasing divisions regarding check of conformity of the plan of purchase to rates of this Standard and the current legislation of the Russian Federation.

6.2.8 Purchases which are conducted according to subitem 8.11.6 and subitem 8.11.7 of this Standard are brought in the Procurement Plan of the Customer beforehand or simultaneously with the conclusion of the agreement provided in the named points by decision making of the CPA of the Customer or another body specified by the organizational-administrative document of the Customer. Thus the quantity of adjustments on the given purchases is not considered at key performance indicator calculations.

6.2.9 The initiator of purchase is obliged by preparation of the Procurement Plan to consider the long-term contracts earlier concluded for execution in the planned period, and volume of warehouse stocks to avoid duplication of acquisition of necessary goods.

6.2.10 By preparation of the Procurement Plan it is necessary to give special attention to bases of a choice of methods of the purchase which are distinct from priority ones (item 5.2.1 of this Standard) taking into account price thresholds, and also to determination of the list of participants of closed methods of purchases and a choice of the counterpart at purchase from the single supplier (the contractor, the performer). Concerning each such decision as appendices to the Procurement Plan should be arranged with detailed justifications which should be stored in the CPA of the Customer together with the Procurement Plan, and in the divisions initiating the purchase. The initiator of purchase should include the explanatory note in the complete set of proving materials with an explanation of the reasons which have led to origin of necessity of purchase by method, distinct from the open biddings, containing reference to the point of this Standard providing a basis for an admissibility of application of the chosen method of purchase. In case of purchase from the single supplier (the contractor, the performer) the initiator of purchase, by preparation of the materials which are brought to the CPA, performs the analysis and prepares the explanatory note with the justification of a situation which has led to necessity of purchase from the single source and the analytical note containing the comparative data from not fewer than three suppliers, calculation of the price of the concluded agreement with the description of the conducted research of the market (monitoring of sites of manufacturers, monitoring of similar contracts concluded by other customers, own calculations of the initiator of conclusion of the agreement and other documents).

6.2.11 The name of bought goods (the agreement subject, minimum necessary requirements to the goods, works, services), specified in the

Procurement Plan, should completely enough and accurately describe goods bought within the limits of the corresponding line of the Procurement Plan.

6.2.12 The Procurement Plan is created under the form and according to the order, established in Appendix 2 of this Standard, and is subject to placing under the form provided by requirements of the current legislation, in the order and the terms provided by section 3 of this Standard.

6.3 Special provisions

6.3.1. The CPA of the Customer has the right to initiate punishment of officials of the Customer, guilty of poor-quality planning of the Customer's requirements in goods. For the CPA of the Customer the basic indicators, determining availability of poor-quality planning, can be: volume of adjustments of the Procurement Plan, exceeding the admissible limits established by internal organizational and executive documentation of the Company; facts of unreasonable "making" purchases smaller; a considerable difference between the initial (maximum) price of the agreement assumed in the Procurement Plan and the cost received as a result of carrying out of purchase.

6.4 The reporting on purchasing activity as a whole

6.4.1. The Organizer of purchase and the Customer are obliged to bring the information on a course of carrying out of purchase in applied by the Customer information management systems. The procedure of operations and distribution of responsibility for information entering is established by separate organizational-administrative documents of the Customer.

6.4.2. The report on execution of the Procurement Plan is constituted under the form (Appendix 3 to this Standard) and it is given quarterly in the division of the Customer, responsible for report drawing up, with the subsequent representation in the Department of purchasing activity of PJSC «Rosseti» until the 25th day of a month, following the reporting period to bring the item for the report coordination by the CPA of PJSC «Rosseti». Structural divisions of the Customer, responsible for drawing up and summarizing the report, terms of submitting the Report on execution of the Procurement Plan are determined by internal organizational-administrative documents of the Customer.

6.4.3. The report on execution of the Procurement Plan under the form (Appendix 3 to this Standard) is given annually for the approval by the Company's Board of Directors.

7. ORDER OF PREPARATION AND DECISION MAKING ABOUT PURCHASE

7.1 Preparation for purchase

7.1.1 With a view of forming of the notice on carrying out of purchase and the documentation about purchase the Customer determines in advance:

- a) requirements to bought goods, including the initial (maximum) price of the agreement (lot) at possibility of its determination at a stage of placing of the notice and the documentation about purchase;
- b) requirements to participants of purchase;
- c) provisions of the agreement concluded by results of procedure of purchase;
- d) requirements to composition and registration of requests;
- e) that confirmation of conformity of bought goods (and also processes of their manufacture, storage, transportation, etc.) to the requirements shown to them by the Customer, is conducted according to the legislation of the Russian Federation, including on technical regulation in the accredited bodies on obligatory certification (regarding the requirements concerning safety), and in systems of voluntary certification brought in the state register (regarding other essential requirements the list of which is determined by the Customer). Documentary expression of determination of conformity are certificates or other documents which do not contradict the current legislation of the Russian Federation;
- f) a procedure of estimation and ranging of requests by degree of their preference for the Customer and determination of the person (persons) acquiring by results of procedure of purchase the right of the conclusion of the corresponding agreement (except purchase from the single supplier (the contractor, the performer)).

7.1.2 The provided by item 7.1.1 of this Standard requirements and rules of estimation should not impose excessive restrictions on competitive struggle of participants of purchase. At forming of composition of lots artificial restriction of competition (composition of participants of purchase), by inclusion in the composition of lots of goods which technologically are not connected with the subject of purchases, with each other, is not allowed.

7.1.3 In case of carrying out of purchases the indication on trademarks, service marks, company names, patents, utility models, industrial patterns, the name of a place of origin of goods or the name of a manufacturer, and also requirements to goods, information, works, services, is not allowed if such requirements involve restriction of quantity of participants of purchase. At indication in the notice on the purchase making, in the documentation about purchase on trademarks they should be accompanied with the words «or an equivalent». The notice on tendering, the documentation on tendering can contain indication on trademarks in case at accomplishment of works, rendering of services it is supposed to use the goods which delivery is not the purchase subject.

7.1.4 In a case specified in item 7.1.3, it is possible not to specify the words «or an equivalent»:

- a) at purchase of running spares or expendable materials for the equipment which is on warranty and if use of such running spares or expendable materials is provided by conditions of the warranty, the design documentation, the technical operational documentation, thus the reference to provisions of such

documentation is given in the documentation about purchase together with the trademark indication;

b) under the decision of the Customer, in a case if the bought goods will be used only together with the goods already used by the Customer, and thus already used goods are incompatible with the goods of other trademarks; thus the justification of such decisions is underlined in the documentation about purchase together with the trademark indication;

c) in cases of standardization (unification) of bought goods according to a technical policy of the Customer; thus references to provisions of such technical policy are specified in the documentation about purchase together with the trademark indication.

7.2 Accepting and registration of the decision on purchase carrying out

7.2.1 The decision on direct carrying out of purchase (each separate or a series of one type, conducted within the limits of a program, a project, a time period etc.) except for the purchases which are conducted by the methods: purchase from the single supplier (the contractor, the performer), simple purchase, small purchase, purchase by participation in the procedures organised by sellers of goods, is arranged in the form of an order (instruction) of the person determined according to item 7.2.2 of this Standard, and contains:

- a) purchase subject (concrete or generalised);
- b) terms of carrying out of purchase;
- c) name of a method of purchase;
- d) data on to whom functions of the Organizer of purchase are assigned;
- e) data on members of the purchasing commission.

7.2.2 The order (instruction) on the purchase carrying out, specified in item 7.2.1 of this Standard, is signed by the person who performs the functions of chief executive officer, or another authorised person under the established form (Appendix 5. The sample form of the order (instruction) about purchase carrying out to this Standard).

The purchases, which are conducted by the purchasing commission of a branch of the Customer, are performed on the basis of orders (instructions) of directors of branches, prepared by a branch itself or the third party organisation authorised on the basis of the agreement under the established form.

7.2.3 Signing of the agreement, which does not require registration of the order (instruction), is performed on the basis of the confirmed Procurement Plan or a decision of the CPA of the Customer or another permitting body within its competence or an analytical note confirmed when due hereunder (for simple purchase, small purchase).

7.2.4 Unless specified otherwise by internal documents of PJSC «Rosseti», the procedure of preparation and coordination with specialized divisions of the Customer of orders (instructions) on direct carrying out of

purchase of goods is performed according to organizational-administrative documents of the Customer.

Powers on preparation of orders (instructions) about direct carrying out of purchase of goods can be transferred under the agreement to the third party Organizer of purchase. In this case the coordination and signing of orders (instructions) is performed in a procedure established by the agreement and organizational-administrative documents of the Customer.

7.2.5 Preparation of the order (instruction) is performed on the basis of the request of the initiator of purchase which without fail should contain:

a) number of a position in the Procurement Plan;
b) method of purchase and its form (opened/closed/in the electronic form/with use of paper carriers, etc.) according to the confirmed Procurement Plan;

c) purchase subject, subject of the agreement concluded by results of purchase;

d) enlarged composition of bought goods;

e) terms of accomplishment of obligations under the agreement;

f) list of persons responsible for development of a general, commercial and technical part of the documentation about purchase. In case of attraction of the third party Organizer of purchase it is possible to transfer the obligation on preparation of general and commercial part of the documentation about purchase by the given organisation that is underlined in the request;

g) offers on nominees for inclusion in the composition of the purchasing commission, advisory council, thus, at forming of the purchasing commissions the principle of independence of members of the commission, and also equal share should be provided at decision making. It is not recommended to form the composition of commissions whose majority of members are representatives of one functional unit or a line of business. The composition of the purchasing commission without fail should include representatives of the security unit, and also with a view of provision of accepting of independent decisions it is recommended to include representatives of legal and anticorruption divisions;

h) circle of specially invited participants of purchase (the given point is included only in case of carrying out of closed purchases).

i) updated calculation of the initial (limiting) price of the purchase, formed by results of market research (monitoring of sites of manufacturers, monitoring of similar contracts concluded by other customers, own calculations of the initiator of conclusion of the agreement) and other documents. Cost calculation should be performed according to the internal organizational-administrative document of the Customer, determining a procedure, terms, rules of realisation of calculation of the initial (limiting) price and responsible structural division for its carrying out, a procedure of data storage of calculations and confirming materials.

The request may not be arranged, if the Organizer of purchase is the initiator of the agreement, thus calculations and documents, provided in item 7.2.5, are without fail presented to justify the release of the order (instruction).

7.2.6 In case of attraction of the third party Organizer of purchase the request together with the order to purchase is transferred to such Organizer of purchase not later than 10 working days prior to expected date of the announcement of procedure.

7.3 Purchase announcement

7.3.1 Purchase announcement represents additional, besides placing of the information on purchase in the Procurement Plan, informing of suppliers on planned carrying out of a separate purchase (a group of purchases) which is performed by placing on a site of the Customer (a site of the Organizer of purchase), an official site (at technical possibility of such placing), and also other sources specified by the Customer, data on such purchase (group of purchases) both separately, and a part of programs, projects etc.

7.3.2 The decision on purchase announcement is performed under the decision of the Customer.

7.3.3 The text of the published announcement should specify that the given publication is not an official document declaring the beginning of procedures, and also provide details of the Organizer of purchase to which interested suppliers can direct the information on them so that after the official announcement of competitive purchase the information on the beginning of procedures shall be sent to these suppliers.

7.3.4 The Organizer of purchase has the right to ask interested suppliers to give any information on themselves, produced goods, terms of delivery, rendered services, performed works etc., however he should specify that such information will not be considered as an offer, obligatory for the conclusion of an agreement.

7.3.5 In the announcement text it is underlined that not making before announced purchases cannot be a basis for any claims from suppliers.

7.4 General requirements to the notice on purchase and the documentation on purchase

7.4.1 The beginning of procedures of any purchase in the open form should be officially declared by placing of the notice on carrying out of purchase and the documentation about purchase in the sources specified in section 3 of this Standard. The notice on carrying out of open purchase is placed simultaneously with placing of the documentation about purchase. The notice on carrying out of the closed purchase should be simultaneously sent to all invited suppliers; the documentation about the closed purchase is transferred to such participants of purchase only after signing by them with the Organizer of purchase (Customer) of the agreement on confidentiality concerning their participation in the purchase.

7.4.2 In the notice on purchase the following data should be specified, including:

a) method and form of purchase from among provided by section 5 of this Standard (except for purchase by participation in the procedures organised by sellers of goods);

b) name, location, postal address, e-mail address, number of contact phone of the Customer and the third party Organizer of purchase (in case of its attraction);

c) subject of the agreement with indication of quantity of delivered goods, volume of performed works, rendered services,

d) place of delivery of goods, accomplishment of works, rendering of services;

e) data on the initial (maximum) price of the agreement (the lot price). In case of establishment of the initial (maximum) price of the agreement (the lot price) the accurate indication should be contained, whether expenses on its transportation, insurance, payment of custom duties, taxes and other possible payments join are included in the product value;

f) term, place and procedure of provision of the documentation about purchase, size, procedure and terms of making payment levied by the Customer for providing the documentation if such payment is established by the Customer (except for cases of provision of the documentation about purchase in the form of an electronic document);

g) place and terms of consideration of offers of participants of purchase and purchase summarising.

7.4.3 In the documentation about purchase the data specified by this Standard should be specified, including:

a) requirements to the participant of purchase and the list of the documents subject to representation by the participant of purchase and confirming his conformity, and also conformity of co-performers (subcontractors, subsuppliers) in the event that the documentation about purchase provides for possibility of attraction by the participant of purchase of co-performers (subcontractors, subsuppliers) for agreement execution in case if, according to the legislation of the Russian Federation, requirements to the persons performing delivery of goods, accomplishment of works, rendering of services, and being a purchase subject, are established;

b) requirements, established by the Customer, to quality, technical characteristics of goods, work, service, to their safety, to functional characteristics (consumer properties) of goods, to their sizes, packaging, goods shipment, results of work and other requirements connected with determination of conformity of delivered goods, performed work, rendered service to requirements of the Customer and to a procedure of confirmation of conformity to these requirements;

c) requirements to the content, form, registration and composition of the application form for participation in purchase;

d) requirements to the description by participants of purchase of delivered goods which are a subject of purchase, their functional characteristics (consumer properties), their quantitative and qualitative characteristics, requirements to the description by participants of purchase of performed work, rendered service which are a subject of purchase, their quantitative and qualitative characteristics;

e) place, conditions and terms (periods) of delivery of goods, accomplishment of work, service rendering;

f) procedure of forming of the price of the agreement (the lot price) (with accounting or without freight charges, insurance, payment of custom duties, taxes and other obligatory payments);

g) form, terms and payment procedure for goods, work, service;

h) procedure, place, date of start and expiry date of term of giving application forms for participation in purchase;

i) forms, procedure, term of provision to participants of purchase of explanations of provisions of the documentation about purchase;

j) place and term of consideration of offers of participants of purchase;

k) place and term of summarising of purchase;

l) criteria of estimation and comparison of application forms for participation in purchase;

m) procedure of estimation and comparison of application forms for participation in purchase.

7.4.4 The notice on purchase, the documentation on purchase besides the data specified, accordingly, in subitem 7.4.2 and 7.4.3 of this Standard, can contain other conditions of carrying out of purchase according to the provisions of section 8 of this Standard.

7.4.5 The contract draught without fail should be attached to the documentation about purchase.

7.4.6 Qualifying selection criteria should not impose excessive restrictions on competitive struggle of participants of purchase.

7.4.7 The notice on purchase and the documentation on purchase are placed on an official site in the terms specified by this Standard depending on a method of purchase.

7.5 Acknowledgement of competitive procedure of purchase not taken place

7.5.1 Competitive procedure of purchase is recognized not taken place, if upon end of term of giving of requests no request is submitted.

7.5.2 Competitive procedure is also recognized not taken place, if by results of consideration of requests the decision is accepted:

a) about refusal in the admission to all participants of the purchase who have submitted the requests;

b) about the admission only of one participant of purchase;

7.5.3 In addition to subitem 7.5.1 and 7.5.2 of this Standard, auction is recognized not taken place if any of the admitted participants of the auction have not submitted the price offer, different towards reduction from the initial (maximum) price of the agreement (the lot price).

7.5.4 If the documentation about purchase provides for two and more lots, the procedure is recognized not taken place only on that lot in which relation the provisions of subitem 7.5.1, 7.5.2 and 7.5.3 of this Standard are carried out.

7.5.5 If at carrying out of any competitive purchase only one request has been presented, however carrying out of new procedures of purchases is inexpedient (for example, limits of time for purchase carrying out are out, carrying out of new competitive purchase will not lead to change of a circle of participants of purchase) the purchasing commission has the right to make the decision on the conclusion of the agreement with the participant of the purchase who has submitted such request at simultaneous observance of the following conditions:

a) the given participant of purchase conforms to the documentation requirements about purchase about what the corresponding decision has been accepted by the purchasing commission;

b) the agreement is concluded at the price, volume and on the conditions specified by that single participant of purchase in his request (and for auction – at the price agreed by the parties which does not exceed the initial (maximum) price of the agreement (the lot price)), or on the best for the Customer conditions (including reached by results of precontractual negotiations).

7.5.6 Acknowledgement of competitive purchase not taken place does not mean its termination if purchase proceeds in the form of conclusion of the agreement with the single participant of the competitive procedure, who submitted an application on participation in competitive procedure and in case such request was recognized conforming to conditions of the documentation about purchase.

7.5.7 Results of the not taken place open competitive procedure, in view of absence of competition in the market, can be a basis for accepting by the CPA of the Customer according to their competence) a decision on carrying out of purchase without change of a subject of purchase, but with change of a method of purchase towards procedure simplification (for example to conduct request for proposals instead of a tender).

7.5.8 If at carrying out of any competitive purchase more than one request was submitted, but only one of them was recognized conforming to requirements of the documentation about purchase, the decision on the conclusion of the agreement with the participant of the purchase, who has submitted such request, is accepted by the CPA of the Customer or another permitting body of the Customer within their competence.

7.5.9 If purchase carrying out has not led to a choice of the winner and (or) to the agreement conclusion on its results (except for the cases specified in

subitem 7.5.5 and 7.5.8 of this Standard), the purchasing commission has the right to make the decision on carrying out of repeated purchase by the same method with change or without change of conditions of the documentation about purchase (without considering terms of carrying out of purchase). At carrying out of repeated purchase change of a subject of purchase is not allowed. The initiator of purchase is obliged to give to the purchasing commission the analysis of the purchasing documentation (technical and commercial parts) and the arrived offers of potential counterparts containing conclusions about the reasons, which did not allow to choose the winner and, and also the conclusion about absence (or availability) of competition restrictions at carrying out of procedure and expediency of the announcement of repeated purchase on the same conditions or expediency of their changes.

7.5.10 In a case if purchase carrying out has not led to a choice of the winner, and there is no possibility of carrying out of purchase by the same method according to conditions of item 7.5.9 of this Standard, the Initiator of purchase forms the offer on change of a method of purchase and brings it to the attention of the CPA of the Customer. At a session of the CPA of the Customer the decision is made on a purchase method, terms of preparation of the notice, the documentation on purchase and procedure of carrying out, other questions, obligatory for inclusion in the order (instruction) on purchase carrying out, without its release. The CPA of the Customer has the right to make the decision on purchase carrying out by any methods provided in section 5 of this Standard without dependence on the purchase cost.

8. ORDER OF CARRYING OUT OF PROCEDURES OF PURCHASE

8.1 Order of carrying out of opened one stage tender

8.1.1 General provisions

8.1.1.1. Opened one stage tender is conducted in the following sequence:

- a) determination of the basic conditions, requirements and procedures of tender according to item 7.1 of this Standard;
- b) issue of the corresponding administrative document according to item 7.2 of this Standard;
- c) announcement of tender (if necessary) according to item 7.3 of this Standard;
- d) development of the notice on carrying out of tender and the tender documentation according to general requirements of item 7.4 of this Standard and special requirements of items 8.1.2 and 8.1.3 of this Standard, their approval according to item 8.1.2.5 of this Standard;
- e) placing of notice on carrying out of tender and the tender documentation on an official site and in other sources according to section 3 of this Standard, and also, under the decision of the tender commission, the additional notification of the most probable participants of purchase in an order provided by this Standard;

f) At necessity, provision to participants of purchase of the tender documentation according to item 8.1.4 of this Standard;

g) provision to participants of purchase of explanations of the tender documentation and the notice (if necessary), modification of the given documents (if necessary), refusal of a tender carrying out according to item 8.1.5 of this Standard (if necessary); placing of explanations/ changes/ information on refusal in the same sources in which the notice and the documentation on purchase have been placed;

h) carrying out of preliminary qualifying selection (if necessary) according to item 8.11.1 of this Standard;

i) receipt of envelopes with competitive bids and (or) receipt of requests through functionality of the electronic trading site according to item 8.1.7 of this Standard;

j) public opening of envelopes with competitive bids or access opening to the arrived requests on an electronic trading site, report placing in the same sources in which the notice and the documentation on purchase have been placed according to item 8.1.8 of this Standard;

k) comparison and estimation of competitive bids according to item 8.1.9 of this Standard, including carrying out rebidding, report placing in the same sources in which the notice and the documentation on purchase have been placed;

l) choice of the winner or tender acknowledgement not taken place; placing of the corresponding report in the same sources in which the notice and the documentation on purchase have been placed;

m) signing of the report on results of a tender with the winner and its placing in the same sources in which the notice and the documentation on purchase have been placed;

n) carrying out of precontractual negotiations between the Customer and the winner of a tender (if necessary) and if there is change in the volume, the price of the bought goods, works, services or terms of a contract in comparison with specified in the report constituted by results of purchase, placing of data on change of the agreement with indication of the changed conditions in the same sources in which the notice and the documentation on purchase have been placed;

o) signing of the agreement with the winner;

p) registration of the report on the tender carrying out.

8.1.1.2. Carrying out rebidding in the tender procedure is obligatory without dependence on the size of the initial (maximum) agreement price (the lot price) except for the following cases:

a) in connection with specificity of a subject of purchase of the offer participants of purchase do not give the price of the agreement as a part of the request (carrying out of not price tenders which winner is determined only on the basis of qualitative and qualifying indicators of participants of purchase);

b) at open tender carrying out on the right of the conclusion of frame agreements with the subsequent direction of inquiries according to rules of

carrying out of request for proposals and request for quotation to suppliers with whom frame agreements are entered into. At carrying out of requests for proposals and request for quotations among the participants specified following the results of an open tender on the right of the conclusion of frame agreements rebidding is conducted on general bases;

c) at open tender carrying out on the right of the conclusion of the frame agreement with one participant of purchase.

8.1.2 **The notice on tender carrying out**

8.1.2.1. The notice on tender carrying out should be placed simultaneously with the tender documentation in the sources specified in section 3 of this Standard within the following terms:

a) at goods purchase for the sum less than 100 million RUB (with value added tax) – at least before 20 days prior to the termination of term of giving of requests for participation in the tender;

b) at goods purchase for the sum equal or exceeding, 100 million RUB, but no more than 500 million RUB (with value added tax) – at least before 30 days prior to the termination of term of giving of requests for participation in the tender;

c) at goods purchase for the sum of 500 million RUB and more (with value added tax) – at least before 45 days prior to the termination of term of giving of requests on participation in the tender.

8.1.2.2. Reduction of the term established in subitems b) and c) of item 8.1.2.1 of this Standard (anyway the term should be at least 20 days prior to the termination of term of giving of requests) is possible only under decision of the CPA of the Customer in the presence of the justification for accepting such decisions except for purchases to choose contract organisations on accomplishment of design and survey and civil and erection works on implementable by the Customer projects of grid connection and purchases to choose a counterpart on rendering financial services (the term reduction (anyway the term should be at least 20 days prior to the termination of term of giving of requests) on the specified purchases without dependence on the initial (maximum) agreement price is possible under decision of the purchasing commission).

8.1.2.3. The notice on tender carrying out, in addition to the data specified in item 7.4 of this Standard, should contain:

a) indication of a kind of a tender according to item 5.2 of this Standard, and at necessity (under the decision of the purchasing commission) – and versions of applied special procedures according to item 8.11 of this Standard;

b) the basic requirements to the participant of a tender;

c) information on the form, size, term and order of providing guarantee of execution of obligations of the participant of the tender, connected with giving of the competitive bid by him (hereinafter – the guarantee of competitive bids), and (or) agreements if it is provided for;

d) data on providing the priorities provided by a corresponding decision of the Government of the Russian Federation (item 4.5 of this Standard);

e) data on time of the beginning and the end of giving of competitive bids, a place and an order of their presentation by participants of purchase;

f) data on a place and time of carrying out of procedure of opening of envelopes with competitive bids or access opening to the requests transferred through the electronic trading site;

g) indication on the right of the Customer (the Organizer of purchase) to refuse carrying out of a tender and the term before which the Customer (the Organizer of purchase) is able to do it without any consequences for himself;

h) data on terms to conclude the agreement after determination of the winner of a tender if terms differ from the ones established in Article 448 of the Civil Code of the Russian Federation, and in cases, when the winner of a tender acquires the right to participation in the further procedures for its conclusion (for example, the right to be presented to the CPA of the Customer, to the Management Board of the Customer, etc.) – data on an order of such participation;

i) other essential information on the procedure of carrying out of a tender, registration of participation in it, determination of the person who has won the tender;

j) the reference to the fact that other and more detailed conditions of the tender are formulated in the tender documentation (item 8.1.3 of this Standard).

8.1.2.4. The data, specified in the notice on carrying out of a tender, should correspond to the data specified in the tender documentation (item 8.1.3 of this Standard).

8.1.2.5. The notice is approved by the tender commission. The notice on tender carrying out is an integral part of the Tender documentation.

8.1.3 **The Tender documentation**

8.1.3.1. The tender documentation should contain the information necessary and sufficient that participants of purchase could make the decision on participation in the tender, prepare and submit requests such a way that the purchasing commission could estimate them in essence and choose the best offer.

8.1.3.2. The tender documentation in addition to the data provided in item 7.4 of this Standard should contain the following conditions and the order of carrying out of a tender:

a) general data on the tender and its purposes, basis of its carrying out;

b) the rights and obligations of the Organizer of a tender and its participants of purchase, including the right of the Organizer of a tender and (or) of the Customer to check conformity of the data given by the participant;

- c) the form, order, start date and expiry date of term of provision of explanation of the tender documentation, entering additions into it according to item 8.1.5 of this Standard, and also carrying over of end dates of acceptance of competitive bids;
- d) the order and term of withdrawal of application forms for participation in the tender, order of modification of such requests;
- e) indication on application of special requirements and procedures listed in item 8.11 of this Standard;
- f) requirements to the form, size, order of representation and period of validity of provision of execution of obligations of the participant of the tender, connected with giving of the competitive bid by him (hereinafter – the guarantee of competitive bids) according to item 8.1.6 of this Standard, and provision of execution of obligations under the agreement if it is provided for;
- g) place, date and time, order of opening of envelopes with application forms for participation in the tender or access opening to requests on the electronic trading site (at the tender carrying out on the electronic trading site);
- h) term from the date of a choice of the winner of a tender during which the winner should sign the contract draught or make other actions provided by the tender documentation for its signing;
- i) data on the fact that in case if for the agreement conclusion its preliminary approval by the Board of Directors of the Customer, General meeting of shareholders of the Customer is necessary, such agreement can be concluded only after corresponding approval;
- j) other requirements established according to the current legislation of the Russian Federation, by this Standard or reasonable wishes of the Customer.

8.1.3.3. The tender documentation is approved by the tender commission. The text of technical and commercial parts of the tender documentation before its approval should be agreed upon with corresponding divisions of the Customer.

8.1.3.4. The Organizer of a tender performs duplicating (printing) of the confirmed tender documentation in volume, sufficient for satisfaction of inquiries of participants of purchase (in need of issue to participants of purchase of a paper copy of the documentation about purchase). The original of the tender documentation is sewed and witnessed by the authorised signature of the Customer, and copies – also with a stamp (inscription) "true copy". The original of the tender documentation is stored at the place of the Organizer of purchase.

8.1.4 **Provision of the tender documentation**

8.1.4.1. The tender documentation is placed in the sources specified in section 3 of this Standard.

8.1.5 **Explanation of the tender documentation. Modification of the tender documentation. Prolongation of terms of carrying out of a tender. Refusal of a tender carrying out**

8.1.5.1. The Organizer of a tender is obliged to answer in due time any letter of inquiry of the participant of the purchase, concerning explanations of the notice and (or) the tender documentation, received not later than the term established in the tender documentation. Explanations of provisions of the notice, the tender documentation are placed in the same sources in which the notice and the documentation on purchase have been placed.

8.1.5.2. Before the expiry of the term of end of giving of competitive bids the Organizer of a tender in coordination with the Customer (if the Organizer of a tender and the Customer – different persons) can make for any reason changes to the notice, the tender documentation. Changes in the notice, the tender documentation are placed in the same sources in which the notice and the documentation on purchase have been placed. Thus the Organizer of a tender should delay end dates of acceptance of competitive bids according to item 4.1.2.3 of this Standard. Before the expiry of the term of end of giving of competitive bids the Organizer of a tender can extend the end date of giving of requests for any reason.

Example: in case of the issue of explanations or modification of the tender documentation; if one or several participants of purchase cannot present the competitive bids when due hereunder and have addressed with the corresponding request to the Organizer of a tender.

8.1.5.3. At prolongation of the end date of giving of competitive bids the Organizer of a tender places the information on it in the same sources in which the notice and the documentation on purchase have been placed.

8.1.5.4. Rates of item 4.1.2.3 of this Standard cover the order of prolongation of the term of giving of requests.

8.1.5.5. The Organizer of a tender in coordination with the Customer can refuse for any reason carrying out of a tender with observance of the condition established in item 4.1.1.1 of this Standard.

8.1.6 **Provision of execution of obligations**

8.1.6.1 The Organizer of a tender in coordination with the Customer (if the Organizer of a tender and the Customer – different persons) has the right to establish in the tender documentation the requirement to provide by each participant of purchase of other, besides the penalty, guarantee of execution of the obligations connected with giving by him of the competitive bid (guarantee of competitive bid) and (or) guarantee of execution of obligations under the agreement by the winner (agreement provision). A provision method – pledge, a guarantee, an independent guarantee (including a bank guarantee), a deposit, security payment or other, established by the CPA of the Customer and specified in the tender documentation. Requirements to the emitter of provision should not impose excessive restrictions on competitive struggle of participants of purchase.

8.1.6.2 The size of guarantee of a competitive bid should not exceed five percent from the initial (maximum) price (if it is declared) or from the price

specified by the participant of a tender in the competitive bid, at cost of purchase up to 1 billion RUB (with value added tax) inclusive, no more than 1 (one) percent at cost of purchase more than 1 billion RUB (with value added tax). If the purchase is performed according to item 4.5.3b) of this Standard, the size of provision of the request cannot exceed 2 percent of the initial (maximum) price of the agreement (the lot price). Thus such provision can be given by the participant of purchase at his choice, besides the penalty, by depositing money funds into the account specified by the customer in the documentation about purchase, by granting of a bank guarantee or otherwise, provided by the documentation about purchase. The money funds brought as provision of the application form for participation in purchase, performed according to item 4.5.3b) of this Standard, are returned to all participants of purchase, except for the participant of the purchase whose request is assigned with the first number, within the time period no more than 7 working days from the date of signing of the report constituted by results of purchase, to the participant of the purchase whose request is assigned with the first number, within the time period no more than 7 working days from the date of conclusion of the agreement or from the date of decision making that the agreement by results of purchase is not concluded.

8.1.6.3 The size of provision of obligations under the agreement is determined in the tender documentation. The customer, in coordination with the CPA of PJSC «Rosseti» can establish cases, size and an order of granting of collateral security of execution of the agreement (including in case of granting of the request with its abnormal low price, thus the abnormal low price is understood as the price offer of the participant of the purchase, reduced by a certain percent from the initial (maximum) purchase price, established by organizational and executive documentation of the Customer). If purchase is performed according to item 4.5.3b) of this Standard and the requirement to provision of execution of the agreement is established, the size of such provision cannot exceed 5 percent of the initial (maximum) price of the agreement (the lot price) if the agreement does not provide for payment of advance or is established at a rate of advance if the agreement provides for payment in advance. Thus such provision can be given by the participant of purchase at his choice by depositing money funds into the account specified by the customer in the documentation about purchase, by granting of a bank guarantee or otherwise, provided by the documentation about purchase.

8.1.6.4 Provision of the competitive bid is represented simultaneously with the bid. Provision period of validity should be equal or exceed period of validity of the bid and is subject to determination in the tender documentation. Agreement provision is given by the winner of a tender after agreement signing, thus:

a) the requirements, concerning provisions of the competitive bid, should be identical to all participants of a tender;

b) the tender documentation should contain the requirements shown to guarantors (sureties), and also to methods, sums and an order of giving the provision;

c) the tender documentation should contain the description of an order of returning of the guarantee of competitive bids, and also circumstances at which the participant of a tender loses it;

d) terms of return and loss of provision of execution of obligations under the agreement are regulated in the contract draught, composed, including in the form of listing its essential conditions included in the content of the tender documentation.

8.1.7

Receipt of competitive bids

8.1.7.1 Competitive bids are accepted until the term stipulated in the notice on carrying out of a tender and the tender documentation. If the participant of a tender has presented the request with delay, the request is not considered; the envelope, in which the request is submitted, is not opened. On demand of the participant of purchase (arrived not later than 3 months from the expiry date of the term of giving of requests) such envelope can be returned to the participant of purchase, who submitted it.

8.1.7.2 It is necessary to stipulate in the tender documentation that competitive bids should be submitted in envelopes.

Note – "Envelope" is understood as any packaging reliably closing contents (an envelope, a box, a sack, etc.).

8.1.7.3 The Organizer of a tender undertakes wise measures of safety concerning check of contents of envelopes without their opening.

8.1.7.4 At tender carrying out on an electronic trading site requests are accepted by the method provided by rules of the given electronic trading site.

8.1.7.5 If the Organizer of a tender prolongs the end date of acceptance of competitive bids the participant of the tender, who has already made an application, has the right to accept any of the following decisions:

a) to withdraw the submitted request;

b) not to withdraw the submitted request, having extended thus the term of its action for a corresponding time period and having changed it (if desired), thus, if the Organizer has made the decision on prolongation of the end date of requests acceptance on purchase less than 3 (three) working days prior to the expiration of the originally set end date of requests acceptance, and the again set end date of requests acceptance is extended less than for 10 (ten) working days from initial, the participant of a tender has the right not to renew the documents which are given out by the third parties and a part of the request, the given documents will be considered conforming to requirements of the tender documentation if the actual term of discrepancy of period of validity of the document required according to the tender documentation is not broken more, than for the term of prolongation of the end date of requests acceptance;

c) not to withdraw the submitted request and not to change term of its action, thus the competitive bid loses the force in the term originally established in it, thus, if the Organizer has made the decision on prolongation of the end date of requests acceptance on purchase less than 3 (three) working days prior to the expiration of the originally set end date of requests acceptance, and the again set end date of requests acceptance is extended less than for 10 (ten) working days from initial, extends the end date of the term of requests acceptance no more than for 10 (ten) days the participant of a tender has the right not to renew the documents which are given out by the third parties and a part of the request, the given documents will be considered conforming to requirements of the tender documentation if the actual term of discrepancy of period of validity of the document required according to the tender documentation is not broken more, than for the term of prolongation of the end date of requests acceptance.

8.1.7.6 The participant of purchase can submit only one request for one lot (except for giving of alternative requests if such possibility has been provided in the documentation about purchase).

8.1.8 Opening of envelopes which have arrived for the tender

8.1.8.1 Procedure of opening of the envelopes which have arrived for the tender on paper carriers is conducted at in advance appointed time and in advance determined place according to the notice on tender carrying out; if tender is conducted on an electronic trading site the order of opening of access to bids of participants is established by corresponding regulating documents of the electronic trading site.

8.1.8.2 Opening of the envelopes which have arrived for the tender on paper carriers is conducted in the presence of not fewer than two members of the tender commission (or authorised representatives on the basis of the written order of a member of the tender commission) or at a session of the commission, with possible attraction of other employees of the Customer, the Organizer of a tender (if the Organizer of a tender and the Customer – different persons) or the third parties. At tender carrying out on paper carriers representatives of each of the participants of the tender, who in due time presented the competitive bid, have the right to be present at this procedure.

8.1.8.3 At tender carrying out on an electronic trading site the procedure of opening of access to requests of participants of purchase is performed according to regulating documents of the electronic trading site, the secretary of the tender commission observes the given procedure.

8.1.8.4 During public opening of the envelopes which have arrived for the tender on paper carriers the chairman or any of members of the tender commission (or authorised representatives on the basis of written orders of members of the tender commission), proceeding from the documents presented in the competitive bid, discloses the following information:

- a) about the envelope contents (the competitive bid, its change, withdrawal, other);
- b) the name, the location and the actual address of the participant of a tender;
- c) the short description of goods offered in the request and the price of the competitive bid (or other indication on the total cost of the offer of the participant of a tender) if the price is specified in the request;
- d) for envelopes with changes and withdrawals of requests – the essence of changes or the fact of the request withdrawal;
- e) any other information which the tender commission will consider necessary to announce.

8.1.8.5. Representatives of participants of a tender can be given the right for the report of information on the essence of the submitted request and answers to questions of members of the tender commission or authorised representatives who act on the basis of written orders of members of the tender commission. Questions to representatives of participants can concern only specifications of the information announced while opening the envelopes.

8.1.8.6. The competitive bids, which have not been opened and have been not read in an order described above, cannot be accepted further in the given purchase to consideration under no circumstances.

8.1.8.7. By results of procedure of opening of envelopes with competitive bids irrespective of the form of carrying out of opening of envelopes the corresponding report should be constituted, which should contain the following data:

- a) the list of persons present at the opening procedure;
- b) total quantity of the arrived competitive bids and the list of participants of the tender who have presented the requests, together with their addresses;
- c) the information which has been announced during the procedure;
- d) the list of competitive bids (changes/ withdrawals of competitive bids), received after the end date of the term of giving requests.

8.1.9 **Comparison and estimation of competitive bids**

8.1.9.1. Comparison and estimation of competitive bids is performed by the tender commission. It has the right to involve in the given process experts and any other persons, who they will consider necessary. Thus the tender commission should provide confidentiality of process of estimation and observance of commercial secret of participants of a tender.

8.1.9.2. Before attraction to comparison and estimation of competitive bids each member of the tender commission and also involved experts and any other persons having access to the information of competitive bids, should make addressed to the chairman of the tender commission the written application

about the impartiality. A member of the tender commission, an expert or another person, who has learnt after the procedure of opening of envelopes with competitive bids that among participants of the tender there are persons whose offer he or she cannot consider impartially, he or she is obliged to disqualify himself or herself, the decision on which is accepted by the chairperson of the tender commission.

8.1.9.3. It is recommended to perform estimation of competitive bids in the following order:

- a) carrying out of a selection stage according to item 8.1.9.4 of this Standard;
- b) carrying out of an estimation stage according to item 8.1.9.7 of this Standard.

8.1.9.4. **Selection stage.** Within the limits of a selection stage the tender commission consistently carries out the following actions:

- a) request from participants of a tender of explanation of provisions of competitive bids and representation of missing data and (or) documents (if necessary) provided that such data and documents have been specified in the tender documentation. Thus inquiries or requirements about representation of missing documents, directed to change the essence of the competitive bid, including change of commercial conditions of the competitive bid (the price, currency, terms and conditions of delivery, the procurement schedule or payment, other commercial conditions), are not allowed. Specifying inquiries on conditions of the competitive bid (the list of offered goods, its technical characteristics, other specifications giving details to already specified in a request of a participant of the offer on the goods, works, services) are allowed, thus the given specifications should not change the subject of the conducted purchase;
- b) check of bids for observance of requirements of the tender documentation to registration of bids; thus competitive bids are considered as meeting the requirements of the tender documentation even if in them there are insignificant discrepancies under the form, or arithmetic and grammatical errors which are corrected and the participant, who has presented the given bid, agrees with their correction;
- c) check of the participant of a tender on conformity to requirements of the tender documentation (in case preliminary qualifying selection was not conducted);
- d) check of offered goods on conformity to requirements of the tender documentation;
- e) check of conformity of the price of the request to the initial (maximum) price of the agreement (the lot price) if it was established;
- f) availability of data on the supplier in the Register (s) of unfair suppliers if the requirement about absence of the participant in such Register (s) has been provided in the tender documentation;
- g) receipt of the opinion of the economic security service of the Customer;

h) rejection of competitive bids which, under the decision of members of the tender commission, do not conform to requirements of the tender documentation;

i) in case of detection of arithmetic, grammatical and other obvious errors the commission has the right to take into consideration correction of such errors, directed by the participant to the commission in written form.

8.1.9.5. At carrying out of a selection stage the tender commission accepts estimations and recommendations of experts (if they were involved), however can make any independent decisions taking into account an order of estimation of the bids, provided in the tender documentation.

8.1.9.6. At carrying out of a selection stage the Customer, the Organizer of a tender have the right to check conformity of given by the participant of purchase data to their validity, including by direction of inquiries to government agencies, to persons specified in the bid, and also to conduct field checks.

8.1.9.7. **Estimation stage.** Within the limits of an estimation stage the tender commission estimates and compares competitive bids which have not been rejected at a selection stage.

8.1.9.8. The estimation is performed in strict conformity with criteria and the procedures specified in the tender documentation.

8.1.9.9. At ranging of bids the tender commission accepts estimations and recommendations of experts (if they were involved), however can make any independent decisions taking into account an order of an estimation of the requests, provided in the tender documentation.

8.1.9.10. The tender documentation should specify both the order of criteria of estimation, and the exact relative importance (weight coefficients) of each such criterion.

8.1.9.11. Criteria can concern:

a) reliability and qualification of the participant of purchase, and also the registered co-performers (subcontractors, cosuppliers);

b) efficiency of the offer presented by the participant of purchase, from the point of view of satisfaction of requirements of the Customer (including offered contractual conditions);

c) the offer price considered either directly, or as calculated total costs of the Customer at accepting of the given offer (for example, the price plus expenses on operation, servicing and repair, required additional cost etc.);

d) other reasonable criteria.

8.1.9.12. In the presence of a direct instruction in the notice and the tender documentation on application of the priorities specified in item 4.5, the tender commission at estimation and comparison of competitive bids considers such priorities.

8.1.9.13. Selection and estimation stages can be combined (to be conducted simultaneously).

8.1.9.14. At estimation of quantitative parameters of activity of several legal or physical persons, including self-employed entrepreneurs, acting on the

party of one participant of purchase (collective participants of the purchase), these parameters are summed up according to distribution of supplies, works, services among such physical or legal entities, including self-employed entrepreneurs. Indicators not subject to summation should be available at least at one such person.

8.1.10 **Auction procedure on price lowering (re-bidding)**

8.1.10.1. At carrying out of tender the organizer of tender announces in the tender documentation (irrespective of the size of the initial (maximum) agreement prices (the lot price)) that he will give to participants of tender possibility voluntarily to raise preference of their bids by decreasing the initial (specified in the bid) price (hereinafter — the rebidding procedure, rebidding), under condition of preserving of other provisions of the bid without changes. Rebidding it is not conducted at tender carrying out on the right of the conclusion of the frame agreement with the subsequent carrying out of purchasing procedures (request for proposals, request for quotation) with a view of satisfaction of requirements in goods of frame agreements arising during the period of validity (5.2.4), at open tender carrying out on the right of the conclusion of the frame agreement with one participant of purchase (item 8.10), and also at carrying out of tenders where the price is not a criterion of estimation for choice of the winner.

8.1.10.2. Rebidding should be conducted after check of conformity of bids to the requirements established in the tender documentation, under condition of the admission to participation to rebidding of 2 (two and more participants).

8.1.10.3. All participants of purchase admitted for participation in the tender are without fail invited for rebidding. The commission also has the right to admit to rebidding alternative bids of participants of purchase in the presence of those. The notification of carrying out rebidding should go to the address of the admitted participants within a reasonable term, sufficient for decision making about participation in the rebidding procedure. With a view of provision of equal possibilities of participation for all participants of the rebidding, it is recommended to fix the rebidding time taking into account time zones of location of participants of a tender.

8.1.10.4. The participant of a tender, invited for rebidding, has the right not to participate in it, and then his bid remains acting with the earlier declared price.

8.1.10.5. The rebidding step is determined before carrying out rebidding by the tender commission on the basis of the corresponding gradation, confirmed by the CPA of the Customer. The rounding off (mathematical) of the rebidding step calculated to the whole values of the top order is allowed.

8.1.10.6. At carrying out rebidding the time interval of expectation of a new price offer in ten minutes is established. If within ten minutes after the beginning of rebidding or giving of the last offer on the agreement price

according to a rebidding step a new offer on the price of the agreement does not arrive, rebidding stops.

8.1.10.7. Rebidding can have internal (item 8.1.10.8 of this Standard), correspondence (item 8.1.10.12 of this Standard) or internally-correspondence, i.e. the mixed form of carrying out (item 8.1.10.13 of this Standard).

8.1.10.8. The persons, who have signed the bid, or the persons authorised by the participant on behalf of his name to participate in the rebidding procedure and to declare the obligatory prices for the participant, should arrive personally for internal rebidding. Anyway such persons should before the beginning of rebidding present to the Organizer of purchase the documents confirming their powers (the passport, and also the original of the letter of attorney or the order and minutes abstract of meeting of founders about appointment of the head, in case of his arrival at the rebidding procedure). More detailed requirements to the persons participating in rebidding can be provided in the tender documentation.

8.1.10.9. Rebidding is conducted at presence of not fewer than two members of the purchasing commission (or authorised representatives from employees of the Customer, the Organizer of purchase on the basis of the written order of a member of the purchasing commission). At internal rebidding, conducted in the paper form, the organizer of purchase suggests all invited participants to declare new prices publicly. The participant of the tender declares a new price of his offer, based on knowledge of prices of other participants, but without having an obligation to offer the price necessarily below the prices of other participants. A rebidding step or order of its determination can be established in the tender documentation. Rebidding is led consistently with all participants, with the right of omission of the announcement of the next price until all present declare that have announced the final price and will not reduce it further on (including by absence of offers under the new price announcement).

8.1.10.10. The tender commission ceases rebidding if within ten minutes after receipt of last offer at the price of the agreement (the lot price) no new offer on the agreement price reduction (the lot price) has arrived from participants of a tender.

8.1.10.11. During the course of carrying out rebidding the Organizer of a tender has the right to make audio- or video recording on what all persons participating in the given procedure are notified in advance. Participants of a tender also have the right to make audio- or video recording of the given rebidding procedure on what before carrying out rebidding they should notify the Organizer of a tender.

8.1.10.12. At correspondence rebidding participants of a purchase, who have been invited by the Organizer of a tender to this procedure, have the right to send to the Organizer of a tender prior the set target date the sealed envelope with the document with a new price, which should be less than the originally specified one. In this case the tender documentation should accurately state the order of marking and provision of such envelope, with a view of not opening them before carrying out rebidding. Also it should not limit the rights of the

participants who have submitted such envelopes, for their replacement or withdrawal during the period between decision making by the Organizer of a tender about carrying out rebidding and its carrying out. The specified envelopes are opened simultaneously, at presence of not fewer than two members of the tender commission (or authorised representatives from employees of the Customer, the Organizer of purchase on the basis of the written order of a member of the tender commission), thus the final price of the bid of each participant is declared and entered in the report. Representatives of each of the participants who have in due time presented an envelope with the document with a new price have the right to be present at the given procedure of opening.

8.1.10.13. At internal-correspondence (mixed) rebidding participants of a tender, who have been invited by the Organizer of a tender to this procedure, have the right either to arrive personally (as presented by their authorised representatives) or to send to the Organizer of a tender an envelope with the document with the knockdown price which is the final price of the bid of the given participant. Internal-correspondence rebidding is conducted by rules of the internal rebidding, except that before the public announcement of new prices internally by the present participants, the purchasing commission opens envelopes with the document with the knockdown price from the participants who are not present on rebidding («correspondence participation»), and declares the prices specified there.

8.1.10.14. The prices, received in a course rebidding, are arranged by the report and are considered definitive for each of participants of this procedure. The report of internal, internally-correspondence rebidding, conducted in a paper form, is signed by the responsible secretary of the commission and representatives of participants of the tender, present at rebidding. The Organizer of a tender places the report on results of rebidding in an order provided by section 3 of this Standard.

8.1.10.15. Participants of purchases, who were participating in rebidding and reduced their price, are obliged to present in addition the modified documents taking into account the new price received after rebidding, which determine their commercial offer, on what it is necessary to specify in the tender documentation. Change of the price towards decrease should not cause change of other conditions of the bid or the offer except for the price.

8.1.10.16. Offers of the participant on price boost are not considered, such participant is considered not participating in rebidding. This requirement should be specified in the tender documentation.

8.1.10.17. After the rebidding procedure carrying out the selection stage of estimation of bids of participants can be continued and on the basis of the received responses from participants of purchase or other information received by the Organizer of a tender, under the decision of the tender commission the bids of the Participants, not conforming to requirements of the tender documentation, can be rejected, if the participants have been notified by the Organizer of a tender about such possibility before carrying out the rebidding.

8.1.10.18. After receipt of the final (specified) bids and carrying out rebidding the tender commission if necessary gives the instruction to the expert advisory body to conduct estimation according to earlier declared criteria and considering the prices received in the course of rebidding. Bids of the participants of the tender invited for rebidding, but not participating in it, are considered at making the summary ranging of bids on the original price.

8.1.10.19. At tender carrying out on an electronic trading site rebidding is conducted by rules of work of the electronic trading site in real time mode, and data on its progress should be accessible to all users registered on the given purchase of the given electronic trading site. At the rebidding procedure carrying out on an electronic trading site a session of the tender commission to fix the prices declared by participants of a tender for rebidding may not be conducted. The report on results of carrying out rebidding is formed on an electronic trading site.

8.1.10.20. Rebidding by a general rule is conducted one time. The invited participants of a tender participate in it without payment deposit.

8.1.10.21. After carrying out rebidding for the first time and (or) at the request of any of the invited participants of a tender or under the commission decision rebidding can be conducted repeatedly, for a third time, etc. (hereinafter – the repeated rebidding). Thus the Organizer of a tender can demand from the participant of a tender of the expense refunding, connected with the organisation of such rebidding on the basis of the agreement concluded with the Organizer of a tender. The maximum amount of expenses, which is subject to compensation, constitutes 1 million rubles (with value added tax); the exact sum of expenses is calculated by the Organizer of a tender in each specific case proceeding from rate of commission of the Organizer of a tender, but no more than 50% of such compensation. The concrete order of carrying out repeated rebidding is determined by the tender documentation.

8.1.10.22. In case of availability of the information on possibility of additional decrease in the submitted price offers, the Organizer of a tender or the tender commission can accept the decision on carrying out repeated rebidding. If repeated rebidding is conducted under the decision of the Organizer of a tender or the tender commission the payment for their carrying out is not levied from participants of a tender.

8.1.11 **Determination of the winner of a tender**

8.1.11.1. The person who has offered the best conditions of execution of the agreement according to criteria and order of estimation and comparison of bids, which are established in the tender documentation on the basis of this Standard, is recognized as the successful bidder (winner of the tender).

8.1.11.2. The tender commission has the right to reject all competitive bids if any of them does not meet the established requirements of the tender documentation concerning the participant of tender, subject of tender, agreement provisions or bid registration.

8.1.11.3. The tender commission has the right to demand from any participant of a tender of confirmation of its conformity to qualifying requirements before selection of the winner.

8.1.11.4. By results of a session of the tender commission on which the estimation of competitive bids and determination of the winner of tender is performed, the report of choice of the winner is made. It lists the participants of the tender, whose bids have been considered, the ranging of the bids established by the tender commission on degree of preference and the winner of tender is indicated. The report of the session of the tender commission is arranged under the established form (Appendix 15. A set of auxiliary documents to this Standard).

8.1.11.5. The Organizer of tender immediately directs to the winning participant the notification in the written, electronic or facsimile form about his acknowledgement as the winner of tender and invites him to sign the report on the tender results according to requirements of Article 448 of the Civil Code of the Russian Federation.

8.1.11.6. The report on results of the tender should fix the price and other essential agreement provisions (depending on its kind), its parties, term during which such agreement should be concluded, and also obligatory actions and requirements necessary to realize its conclusion (for example, provision of security to execute obligations under the agreement), and also results of carrying out of precontractual negotiations if they are conducted before signing of the report on results of the tender and the possibility of their carrying out is provided by the tender documentation. In case precontractual negotiations by the time of signing of the report on results have not been conducted, and the possibility of their carrying out is provided in the tender documentation the agreement price may not be fixed in the report on results. Carrying out of precontractual negotiations should not give pre-emptive conditions of participation in the tender. The report on results of the tender is arranged under the established form (Appendix 15. A set of auxiliary documents to this Standard).

8.1.11.7. The report on results of a tender is subject to signing by the Winner within the period of no more than 5 working days from the moment of sending the notification to him and placing of the report provided by item 8.1.11.4 of this Standard in the sources specified in section 3 of this Standard.

8.1.11.8. By result of carrying out of a tender provision of competitive bids is returned to participants of the tender, who have not been chosen as the winner. Conditions and procedure of returning of provision of bids is determined in the tender documentation.

8.1.11.9. The participant of a tender, chosen as the winner, loses the status of the winner, and his action (failure to act) means refusal of the agreement conclusion in the following cases:

- a) has not signed the report on results of a tender in time, specified by the tender documentation;
- b) has not signed the agreement following the results of carrying out of a tender within the time period, specified in item 9.1.3 of this Standard;

c) has offered the Customer to make some essential changes worsening the agreement provisions, including by negotiation (except for cases when such negotiations are conducted under the initiative of the Customer according to the decision of the tender commission).

8.1.11.10. At approach of the cases specified in item 8.1.11.9 of this Standard, the Organizer of a tender has the right to choose the new won request from among other acting ones or to finish the tender without determination of the winner and to suggest the Customer to consider repeated carrying out of purchase. Data on the supplier, who has lost the status of the winner of the tender, are subject to entering into the Register of unfair suppliers according to requirements of the current legislation of the Russian Federation and the order, established in Appendix 18 to this Standard.

8.1.11.11. The Organizer of a tender has the right to apply additional special procedures of a tender (item 8.11 of this Standard) and to make special requirements to the winner. The direct indication on application of the given procedures and presence of such requirements to the winner should be contained in the notice on tender carrying out (short) and in the tender documentation (in detail).

8.1.12 Disqualification of the participant of a tender

8.1.12.1. At any stage up to the agreement signature the tender commission has the right to disqualify a participant of a tender, including admitted to participation in the procedure, at finding:

- a) the fact of giving by him of the doubtful data essential to the admission of the given participant to the tender or determination of his place in ranging;
- b) the data allowing on a reasonable basis to cancel the earlier made decision on the admission;
- c) the documentary confirmed fact of pressure by such participant on a member of the committee, an expert, the head of the Organizer;
- d) availability of other bases directly provided by the tender documentation.

8.2 Features of procedures of closed tender

8.2.1 Closed tender can be conducted in the cases specified in item 5.3 of this Standard.

8.2.2 In all not stipulated in this subsection, rules of carrying out of open tenders are applied to carrying out of closed tenders (item 8.1 of this Standard).

8.2.3 The Organizer of a tender does not place the notice as it is specified in item 8.1.2 of this Standard, but simultaneously (same day) directs it personally to each participant of purchase with the invitation to take part in the tender. The list of participants of closed tender is established by the Customer or the Organizer of a tender in coordination with the Customer.

8.2.4 The Organizer of a tender should accept all reasonable measures that the composition of participants of closed tender will remain the confidential information with a view of prevention of collusion of participants of purchase.

8.2.5 The Organizer of a tender has no right to take for estimation competitive bids from suppliers, who he did not invite to participation in the tender. Such right can be given in the tender documentation only to the suppliers submitting the competitive bid as a part of the collective participant.

8.3 Features of procedures of a two stage tender

8.3.1 In all not stipulated in this subsection, the provisions of item 8.1 of this Standard are applied to carrying out two stage tenders, and if it is closed – and item 8.2 of this Standard.

8.3.2 At the first stage of a two stage tender participants of purchase represent the initial competitive bids containing technical offers without indication of the price, and also the documents confirming conformity of participants to established requirements. The tender documentation can provide provision of preliminary estimates of costs, but only as some reference material.

8.3.3 At the first stage the Organizer of a tender should not demand guarantee of the competitive bid (item 8.1.6 of this Standard).

8.3.4 The text of the tender documentation of the first stage, in addition to the data specified in item 8.1.3 of this Standard, should specify that by results of carrying out of the first stage of a tender the Customer has the right to specify purchase conditions, namely:

a) any requirement to specified in the tender documentation functional, technical, qualitative or operational characteristics of the subject of purchase and contractual conditions. Thus the Customer has the right to add the specified characteristics with new ones which conform to requirements of this Standard, local standard documents of the Customer, requirements of the legislation of the Russian Federation;

b) any criterion of estimation of application forms for participation in such tender specified in the tender documentation. Thus the Customer has the right to add the specified criteria with new ones which meet requirements of this Standard, local standard documents of the Customer, requirements of the legislation of the Russian Federation, only to the extent to which the given addition is required as a result of changes of functional, technical, qualitative or operational characteristics of subject of purchase, or the contractual conditions which have appeared as a result of consideration by the Customer of requests of participants of purchase at the first stage.

c) the participant of the purchase, not wishing to represent the competitive bid for the second stage, has the right to leave the further participation in the tender, without bearing for it responsibility to the Organizer of a tender.

8.3.5 Procedure of public opening of envelopes, which have arrived for the tender (item 8.1.8 of this Standard) at the first stage may not be conducted.

8.3.6 The Organizer of a tender estimates conformity of participants to tender requirements, and also the essence of the offer about forming of the final technical project and the tender documentation of the second stage. Giving at the first stage of the technical offers, which do not meet, according to the tender commission, the purposes of the Customer, cannot form a basis for refusal in the further participation.

8.3.7 At the first stage the Organizer of a tender has the right to carry on negotiations with any participant by any position of the initial competitive bid. In need of negotiations the Organizer of tender sends invitations to participants for negotiations. Unless otherwise provided by the tender documentation, negotiations are conducted with each participant separately, their results are arranged by reports with obligatory indication of a circle of discussed questions. Reports are signed by authorized persons of the parties, which the Organizer of a tender places according to section 3 of this Standard. The information constituting commercial secret of the participant of purchase, with whom negotiations are conducted, is not entered into reports.

8.3.8 The Organizer of a tender has the right to exclude from the further procedures of a tender (both before negotiations and during them or after) participants of the purchase, not conforming to the tender requirements.

8.3.9 By results of negotiations with participants of the first procurement cycle the Organizer of a tender should prepare the list of participants of the purchase admitted to the second stage, the definitive technical project and the tender documentation of the second stage in which he has the right to specify conditions of the second procurement cycle (item 8.3.4 of this Standard). The tender documentation of the second stage can be arranged as a separate document, or in the form of changes of the tender documentation of the first stage (depending on the decision of the customer or technical possibility of placing of such documents on an official site). The tender documentation of the second stage and also changes and explanations to it are subject to placing according to section 3 of this Standard, also the Organizer of a tender has the right to send address invitations to participants of the tender admitted to participation in the second stage of a tender.

8.3.10 Only those participants are admitted to participation in the second stage of a two stage tender, who by results of the first stage have been admitted by the tender commission to participation in the stage. In case of entering by the Organizer of a tender of respective alterations into the tender documentation of the second stage participants of the second stage of a tender will be given possibility of replacement/ attraction of new subcontractors (co-suppliers/co-performers).

8.3.11 At the second stage the Organizer of a tender suggests participants to present final competitive bids with price indication – the summary technical and commercial proposal. The participant, not wishing to represent the competitive bid for the second stage, has the right to leave the further participation in the tender.

8.3.12 The subsequent procedures of the second stage of a tender are similarly described in item 8.1 of this Standard, except for preliminary qualifying selection which in the two stage tender is not conducted.

8.3.13 At estimation of conformity of the participant of a tender to shown requirements the Organizer of a tender has the right to use data of the first stage (if requirements in this part have not changed). He also has the right to enquire from any participant conformity confirmation to these requirements.

8.3.14 If by results of carrying out of the first stage of a tender and consideration of the presented competitive bids the Organizer of a tender (Customer) is convinced of a case that the circle of potential participants of purchase can be expanded at the expense of preparation of new technical requirements for goods and change of requirements for participants of the purchase, the given tender can be cancelled and a new open purchase may be conducted by the method provided by this Standard.

8.4 Features of procedures of a multi-stage tender

8.4.1 A multi-stage tender is conducted at purchase of innovative and especially sophisticated goods.

8.4.2 At carrying out a multi-stage tender the tender documentation specifies that the tender is conducted in some stages the number of which can both be specified in advance, and may not be specified.

8.4.3 The number of stages of a multi-stage tender is determined by its Organizer proceeding from complexity of a task, quality of the bids submitted by participants and results of negotiations with them.

8.4.4 Last stage of a multi-stage tender is conducted in the same order, as the second stage of a two stage tender.

8.4.5 Other stages of a multi-stage tender are conducted the same way as the first stage of a two stage tender.

8.4.6 In the rest the provisions to carrying out the multi-stage tender are applied as in item 8.3 of this Standard, and if it is closed – and item 8.2 of this Standard.

8.5 Features of procedures of an open auction

8.5.1 In all not stipulated in this subsection, the provisions about carrying out open one stage tender are applied to auction carrying out (item 8.1 of this Standard).

8.5.2 Auction is conducted in the following sequence:

- a) determination of the basic conditions, auction requirements according to item 7.1 of this Standard;
- b) issue of the corresponding administrative document according to item 7.2 of this Standard;
- c) auction announcement (if necessary) according to item 7.3 of this Standard;

d) development of the notice on carrying out of auction and the auction documentation according to item 7.4 of this Standard, their approval by the auction commission;

e) placing of the notice on carrying out of auction and the auction documentation about purchase according to section 3 of this Standard;

f) provision to participants of purchase of the auction documentation according to item 8.1.4 of this Standard;

g) provision to participants of auction of explanations of the auction documentation and the notice (if necessary), modification of the given documents (if necessary), refusal of auction carrying out according to item 8.1.5 of this Standard (if necessary); placing of explanations/ changes/ information on refusal in the same sources in which the notice and the documentation on purchase have been placed;

h) carrying out of preliminary qualifying selection (if necessary) according to item 8.11.1 of this Standard;

i) receipt of envelopes with auction bids and (or) receipt of requests through the functionality of an electronic trading site according to item 8.1.7 of this Standard;

j) public opening of envelopes with auction bids or opening of the arrived bids on an electronic trading site according to item 8.1.8 of this Standard, report placing in the same sources in which the notice and the documentation on purchase have been placed;

k) selection of application forms for participation in the auction according to item 8.1.9 of this Standard, report placing in the same sources in which the notice and the documentation on purchase have been placed;

l) carrying out of auction (procedure on price lowering), auction acknowledgement not taken place (if necessary and on the bases provided by item 7.5 of this Standard); placing of the report of carrying out of auction or the report on auction acknowledgement not taken place in the same sources in which the notice and the documentation on purchase have been placed;

m) signing of the report on results of auction with the winner, report placing in the same sources in which the notice and the documentation on purchase have been placed;

n) carrying out of precontractual negotiations between the Customer and the winner of auction (if necessary) and if there are changes in the volume, price of bought goods, works, services or terms of a contract in comparison with specified in the report constituted by results of purchase, placing in the same sources, in which the notice and the documentation on purchase have been placed, data on change of the agreement with indication of the changed conditions;

o) signing of the agreement with the winner;

p) registration of the report on auction carrying out.

8.5.3 In addition to the data established in item 7.4.2 of this Standard, the documentation about auction should contain data on a place and an order of carrying out of auction.

8.5.4 For participation in the auction the participant of purchase makes an application on participation in the auction. Requirements to the content, form, registration and composition of the application form for participation in auction are specified in the auction documentation taking into account the provisions of this section.

8.5.5 The Customer is obliged to establish in the auction documentation accurate requirements to participants of purchase and to bought goods which cannot be changed by a participant of purchase.

8.5.6 The participant of purchase has the right to submit only one application form for participation in auction concerning each piece of auction (lot).

8.5.7 The offer on the bid price is indicated in the letter on offer giving. At carrying out of the procedure of opening of envelopes with the auction bids such price, along with other data, which list is determined in the auction documentation, is subject to announcement.

8.5.8 Carrying out of the procedure of auction (price reduction by participants of auction) is performed in the term, set in the auction documentation. Only participants who have been admitted to participation in such procedure can take part in the price reduction procedure.

8.5.9 The order of carrying out of auction is determined in the auction documentation.

8.5.10 The person who has offered the lowest price of the agreement or if at carrying out of auction the agreement price has been lowered to zero and the auction is conducted for the right to conclude the agreement, the highest price of the agreement, is recognized the winner of the auction. In case any of participants has not reduced the price in relation to the specified one by him in the letter on offer giving, the participant of purchase, who has offered the least price according to the letter on offer giving, is recognized the winner of the auction.

8.5.11 In the course of auction carrying out the auction report is arranged. The auction report should contain the data on the place, date and time of carrying out of auction, participants of the auction, the initial (maximum) price of the agreement (the lot price), the minimum offers on the agreement price made by each participant of the auction and ranged as decreasing. The given report is placed in an order provided in section 3 of this Standard.

8.5.12 Following the results of auction carrying out the report on results of the auction is constituted, which should contain the data similar to the ones provided in item 8.1.11.6 of this Standard.

8.5.13 Auction in an electronic form is conducted taking into account the rules acting on an electronic trading site.

8.6 Features of procedures of request for proposals

8.6.1 In all not stipulated in this subsection, the provisions about carrying out opened one stage tender are applied to carrying out the request for proposals (item 8.1 of this Standard).

8.6.2 The request for proposals is conducted in the following sequence:

- a) determination of the basic conditions, requirements and procedures of request for proposals according to item 7.1 of this Standard;
- b) issue of the corresponding administrative document according to item 7.2 of this Standard;
- c) announcement of request for proposals (if necessary) according to item 7.3 of this Standard;
- d) development of the notice on carrying out of purchase, the documentation about purchase according to item 7.4 and 8.6.5 of this Standard, their approval by the purchasing commission;
- e) placing of the notice on purchase and the documentation about purchase according to section 3 of this Standard;
- f) provision to participants of request for proposals of the documentation about purchase according to item 8.1.4 of this Standard;
- g) provision to participants of purchase of explanations of the documentation about purchase and the notice (if necessary), modification of the given documents (if necessary), refusal of purchase carrying out according to item 8.1.5 of this Standard (if necessary); placing of explanations/ changes/ information on refusal in the same sources in which the notice and the documentation on purchase have been placed;
- h) receipt of requests on the paper carrier and (or) or through the functionality of an electronic trading site according to item 8.1.7 of this Standard;
- i) public opening of envelopes with requests or access opening to the arrived requests on an electronic trading site, report placing in the same sources in which the notice and the documentation on purchase have been placed;
- j) studying of requests and negotiation (if necessary) according to item 8.6.10–8.6.12 of this Standard;
- k) receipt from participants of purchase of definitive offers by results of negotiations (if necessary) according to item 8.6.13 of this Standard;
- l) comparison and estimation of requests, including carrying out rebidding according to items 8.1.9 and 8.1.10 of this Standard, report placing in the same sources in which the notice and the documentation on purchase have been placed;
- m) choice of the best request, placing of the corresponding report in the same sources in which the notice and the documentation on purchase have been placed;
- n) signing of the agreement with the participant of the purchase who has presented the best request;
- o) registration of the report on purchase carrying out.

8.6.3 Between placing on an official site of the notice on carrying out of request for proposals, documentation about request for proposals and end date of giving of requests it is recommended to provide at least 15 days. Term of giving of requests under the decision of the purchasing commission can be changed,

but cannot constitute less than 10 days from the date of placing of the information on purchase.

8.6.4 For carrying out of request for proposals the Organizer of purchase appoints the purchasing commission consisting of at least three persons.

8.6.5 The notice about request for proposals necessarily underlines that it is not the notice on tendering and also it does not impose on the Organizer of purchase or the Customer any obligations to conclude the agreement with the person whose request is recognized the best.

8.6.6 The Organizer of purchase has the right under the decision of the Customer to prolong the term of giving of bids according to subitem b) of item 4.1.2.3 of this Standard, thus he places the information on it according to section 3 of this Standard.

8.6.7 The Organizer of purchase sets in the documentation about purchase criteria for bid evaluation and establishes the order of their application at bid evaluation with indication of size of the relative importance of each such criterion (weight at points estimation).

8.6.8 The documentation about purchase can provide for giving technical and commercial parts of the proposal both at the same time and separately.

8.6.9 The Organizer of purchase considers the received requests so that to avoid disclosing of their contents to other participants of the conducted purchase.

8.6.10 The Organizer of purchase can carry on simultaneous or consecutive negotiations with participants concerning their offers, including negotiations on price reduction, if the following conditions are met:

a) negotiations between the Organizer of purchase and the participant are conducted in the open form, except for negotiations concerning the confidential information, the contents of which are not disclosed to any person without the consent of the other party;

b) possibility to participate in negotiations is given to all participants whose offers have not been rejected or who have been admitted to giving offers, if the technical and commercial offers were submitted separately (item 8.6.8 of this Standard).

8.6.11 Negotiations (except negotiations on price reduction) cannot be conducted at purchases of simple goods.

8.6.12 Negotiations are arranged by the report which is signed by members of the commission who were present at the negotiations, the Organizer of purchase and the participant of purchase with whom the negotiations were conducted. The given report is placed according to section 3 of this Standard.

8.6.13 If necessary after end of negotiations the Organizer of purchase asks all participants, continuing to participate in procedures, to present by a certain date the final offer. In this case the Organizer of purchase chooses the successful participant from among those who submitted such final offers.

8.6.14 The Organizer of purchase applies the following procedures at bid evaluation:

- a) the criteria published in request for proposals are considered only;
- b) the quality of offers, contained in the offer of the participant, is estimated separately from the price (the price-quality analysis);
- c) the price of the offer is considered only after end of technical (quality) estimation.

8.6.15 Step rebidding, and also the order and carrying out rules of rebidding at carrying out of procedures of request for proposals are established according to item 8.1.10 of the Standard. Thus for purchase in cost of 5 million RUB and more (with value added tax) carrying out rebidding is obligatory (in exceptional cases the decision about not carrying out rebidding can be accepted by a decision of the CPA of the Customer), and at carrying out of purchasing procedures for realisation of grid connection contracts - 25 million RUB (with value added tax) and more. At carrying out of purchasing procedures for realisation of grid connection contracts in cost less than 25 million RUB (with value added tax) the procedure of rebidding is conducted in case of availability of a timeframe on its carrying out. For purchase in cost less than 5 million RUB (with value added tax) the decision about not carrying out rebidding can be accepted by a decision of the purchasing commission. The established price threshold can be changed by a decision of the CPA.

8.6.16 The Organizer of purchase makes the decision on the conclusion of the agreement with that participant of the purchase whose offer most completely met the requirements of the Customer, defined according to the criteria specified in the request for proposals.

8.7 Features of procedures of request for quotation

8.7.1 In all not stipulated in this subsection, the provisions about carrying out of the opened request for proposals are applied to carrying out of request for quotation (item 8.6 of this Standard).

8.7.2 The request for quotation is conducted in the following sequence:

- a) determination of the basic conditions, requirements and procedures of request for quotation according to item 7.1 of this Standard;
- b) issue of the corresponding administrative document according to item 7.2 of this Standard;
- c) development of the notice on carrying out of purchase, the documentation about purchase according to item 7.4 and 8.7.5–8.7.7, their approval by the purchasing commission;
- d) placing of the notice on purchase and the documentation about purchase according to section 3 of this Standard;
- e) receipt by participants of purchase of the documentation about purchase according to item 8.1.4 of this Standard;
- f) explanation about the documentation of purchase, its change (if necessary), refusal of carrying out of purchase and placing of explanations/ changes/ information on refusal in the same sources in which the notice and the documentation on purchase have been placed;

g) receipt of requests on the paper carrier and (or) or through the functionality of an electronic trading site according to item 8.1.7 of this Standard;

h) public opening of envelopes with requests or access opening to the arrived requests on an electronic trading site, report placing in the same sources in which the notice and the documentation on purchase have been placed;

i) selection of application forms for participation in request for quotation according to item 8.1.9.1–8.1.9.6 of this Standard, carrying out rebidding in the cases established in item 8.7.12 of this Standard, determination of the winner of request for quotation according to item 8.7.13 of this Standard, report placing in the same sources in which the notice and the documentation on purchase have been placed;

j) signing of the agreement with the participant of the purchase who has presented the best request;

k) registration of the report on purchase carrying out.

8.7.3 The term between placing on the official site of the notice on carrying out of request for quotation, the documentation about request for quotation and end of giving offers is established depending on the size of the initial (maximum) price of the agreement (the lot price) and constitutes:

a) for the sum up to 2 500 000 rubles (with value added tax) – at least 5 days;

b) for the sum over 2 500 000 rubles (with value added tax) – at least 10 days.

8.7.4 Under the decision of the purchasing commission the term of acceptance of requests, established in item 8.7.3b), can be reduced, but thus it should constitute at least 5 days.

8.7.5 The text of the notice on request for quotation may specify that it is also the documentation about request for quotation; in this case the documentation about request for quotation is not developed separately. The notice on carrying out request for quotation developed that way and the contract draught are placed according to section 3 of this Standard.

8.7.6 The Organizer of purchase specifies any accurate requirements to the purchase subject, terms of delivery, payments to participants of the purchase, confirmation of conformity of goods and participants themselves to requirements of the Customer and to submitted documents.

8.7.7 The text of the documentation about purchase specifies that request for quotation is not a tender and does not impose on the Organizer of purchase or the Customer any obligations on the conclusion of the agreement with the winner of purchase.

8.7.8 The Organizer of purchase has the right under decision of the Customer to prolong the term of giving offers according to subitem b) of item 4.1.2.3 of this Standard, thus he places the notice on it according to section 3 of this Standard.

8.7.9 At carrying out of request for quotation with use of paper carriers each participant has the right to represent only one offer. At carrying out of request for quotation on an electronic trading site the provision by one supplier of several consistently decreasing on the price within the limits of one procedure of purchase offers is allowed. Thus the prices, offered by participants, should be reflected in process of their receipt on an electronic trading site (in real time mode – "online") with use of hardware and software of such a platform.

8.7.10 The request of the participant of purchase should meet completely each of the shown requirements or to be better, that is the specified requirements are threshold. Degree of excess of threshold requirements is not estimated and not included. If at least under one requirement the request of the participant of purchase does not meet the conditions of request for quotation, it can be rejected.

8.7.11 The Organizer of purchase has the right to demand from the participant to specify the request for quotation, if the participant has made deviations from the required method of calculation of the price (for example, expenses on transportation, insurance, payment of custom duties, taxes and other payments have not been considered, though it was required,) or to reject the offer of the participant.

8.7.12 The Organizer of purchase, in case it was provided in the documentation on request for quotation, has the right to conduct rebidding. Rebidding is recommended to conduct in cases, if the prices, declared by participants in the offers, are considerably overestimated, or the Organizer of purchase received a request for carrying out rebidding from any participant of the request for quotation (at carrying out rebidding in the course of a selection stage). In a case if the initial (maximum) price of purchase exceeds 5 million rubles with VAT rebidding is conducted without fail. In a case if the initial (maximum) price of purchase exceeds 5 million rubles with VAT rebidding is conducted without fail. Thus for purchase in cost of 5 million RUB and more (with value added tax) carrying out rebidding is obligatory (in exceptional cases the decision about not carrying out rebidding can be accepted by a decision of the CPA of the Customer), and at carrying out purchasing procedures for realisation of grid connection contracts - 25 million RUB (with value added tax) and more. At carrying out of purchasing procedures for realisation of grid connection contracts in cost less than 25 million RUB (with value added tax) the procedure of rebidding is conducted in case of availability of a timeframe on its carrying out. For purchase in cost less than 5 million RUB (with value added tax) the decision about not carrying out rebidding can be accepted by a decision of the purchasing commission. The established price threshold can be changed by a decision of the CPA.

8.7.13 The participant of purchase whose bid meets all requirements of the notice on request for quotation and the documentation about purchase, and who has offered the least price of the agreement is determined the winner of request for quotation by the purchasing commission.

8.7.14 The agreement is concluded with the participant, who was decided to be the winner according to item 8.7.13 of this Standard. The purchasing commission has the right to reject all bids if the best offer at the price does not meet their requirements, and to make a new request for quotation.

8.8 Features of procedures of simple purchases

8.8.1 Simple purchase is conducted by the initiator of purchase and information on its carrying out may not be placed in the sources specified in section 3 of this Standard. The CPA of PJSC «Rosseti» has the right to make the decision on necessity of placing of the information on simple purchases on sites of Customers.

8.8.2 At carrying out of simple purchase the Customer should direct official inquiries and to receive official answers (on a blank with the signature, with the stamp and the signature) from potential suppliers (at least three), specialising in accomplishment of this sort of deliveries (performance of works, rendering of services). The inquiry should contain the information necessary for filling in an analytical note. The inquiry should be sent to the suppliers, conforming to the following requirements:

- a) should possess civil legal capacity in full for the conclusion and execution of the agreement assumed for the conclusion;
- b) should not be in process of liquidation;
- c) should have corresponding permitting documents on accomplishment of types of activity within the limits of the agreement (if it is necessary);
- d) should possess necessary professional knowledge and experience of accomplishment of similar contracts, administrative competence, have resource possibilities (financial, material, labour);
- e) not to be included in the Register of unfair suppliers which is maintained according to Federal law from 18.07.2011 № 223-FZ «About purchases of goods, works, services by separate kinds of legal entities» or in the Register of unfair suppliers which is maintained according to Federal law from 05.04.2013 № 44-FZ «About contract system in sphere of purchases of goods, works, services for provision of the state and municipal needs».

8.8.3 The Customer should specify in the request to suppliers:

- a) requirements to goods;
- b) requirements to the description by the participant of purchase of his offers under characteristics and quality of goods and conditions of execution of the agreement;
- c) the name and the address of the Customer, surname, name and patronymic of the responsible person, his contact phones, fax number, e-mail address and other necessary contact information;
- d) data on the term of giving of offers and the order of their representation.

8.8.4 It is also recommended to the Customer to specify in the request to suppliers:

- a) a contract draught or its essential conditions;
- b) the order of forming of the price of the agreement (including price currency and currency of settlement, an order of accounting in the price of freight charges, insurance, payment of custom duties, taxes, fees and other obligatory payments);
- c) requirements to an order of confirmation of conformity of goods to the established requirements;
- d) requirements to suppliers (item 8.8.2 of this Standard) and the list of documents given by participants of purchase as a part of their offer confirming accomplishment of specified requirements;
- e) other necessary information.

8.8.5 After receipt of offers the Customer analyzes them and chooses the supplier who has offered the minimum cost of accomplishment of the agreement.

8.8.6 If owing to features of work of suppliers of the market of acquired goods, the receipt of offers of the suppliers arranged according to items 8.8.1-8.8.6 of this Standard, is impossible or is considerably complicated, the Customer has the right to be limited with attachment of copies of official price lists, public offers, printouts of the given sites of suppliers on the Internet and other similar documents to an analytical note.

8.8.7 The received offers should be brought into a single analytical note, the form of which is approved by organizational-administrative documents of the Customer, which is stored by the Customer together with the concluded by results of the simple purchase agreement. Thus the order and storage duration of the analytical note are determined by internal organizational-administrative documents of the Customer.

8.8.8 The analytical note under the form, established by organizational - administrative documents of the Customer, should contain the justification of choice of the supplier. In case of choice of the supplier of goods, who offered the price distinct from minimum, the conclusion should be accompanied by the detailed justification of such a choice.

8.8.9 In exceptional cases, or in the absence of competition in the market of bought goods, the inquiry only of one supplier is allowed. In this case the analytical note should contain the table with the data from the offer of such a supplier and a conclusion explaining the reason of absence of competition or exclusiveness of purchase from such a supplier.

8.9 Features of procedures of small purchases

8.9.1 Small purchase is conducted by the Customer without placing of information on its carrying out in the sources specified in section 3 of this Standard.

8.9.2 Results of small purchase are reflected in an analytical note under the form approved by internal organizational-administrative documents of the Customer, signed by the initiator of purchase, and is stored in an order established by the organizational-administrative document of the Customer.

8.9.3 The initiator of purchase independently establishes requirements to bought goods and reflects them in an analytical note. Requirements to goods should not be overestimated.

8.9.4 The initiator of purchase conducts market research and compares prices and other terms of delivery of goods proceeding from popular sources of information (copies of official price lists, public offers, printouts of the given sites of suppliers on the Internet and other similar sources) or by receipt of offers from potential suppliers. Thus it is recommended to study at least three sources of the information. All information, collected at carrying out small purchase, is attached to the analytical note.

8.9.5 The initiator of purchase concludes the agreement with the supplier, who has offered the minimum cost of the agreement accomplishment. The choice of the product supplier, who has offered the price distinct from minimum, is accompanied by the detailed justification of such choice in an analytical note under responsibility of the initiator of purchase.

8.9.6 The analytical note is stored by the initiator of purchase together with the concluded by results of small purchase agreement.

8.9.7 At purchase carrying out with corporate cards the analytical note is not formed.

8.10 Order of carrying out of purchase from the single supplier (the contractor, the performer)

8.10.1 Purchase from the single supplier (the contractor, the performer) is conducted in the following sequence:

a) preparation of the explanatory note with the justification of necessity of carrying out of purchase by not a competitive method according to this Standard and the justification of a choice of the supplier. The product value, offered by the supplier, and if it is possible, comparison of the given cost not less than with two officially received in reply to inquiry of the Customer offers of other suppliers is indicated;

b) approval of a nominee of the supplier, essential conditions of the contract draught by a decision of the CPA of the Customer;

c) unless specified otherwise by the current legislation not earlier than 3 days before, but not later than the date of signing the agreement - placing in the sources specified in section 3 of this Standard, the notice on carrying out of purchase from the single supplier (the contractor, the performer), the documentation about purchase, the contract draught (the text of the notice on purchase carrying out can specify that it is the documentation about purchase and in this case the documentation about purchase is not placed separately);

d) conclusion of the agreement with the confirmed supplier.

8.10.2 At the conclusion of the agreement with the single supplier (the contractor, the performer) in connection with absence of competition on the market of goods, works, services or impossibility of direction of inquiries to potential counterparts delivering similar goods (performing similar works, services), and also signing an amendment to the agreement concluded by results

of a purchasing procedure, providing for delivery of goods (accomplishment of works, rendering services), not provided by the concluded agreement, the initiator of introducing the question represents justification of the price of the concluded agreement (amendment) as a part of the explanatory note. The justification of the price should contain the information and (or) calculation, with indication of used sources of price information or other data, which formed the basis of the declared price.

8.10.3 Other actions, undertaken at purchase from the single supplier (the contractor, the performer), are determined by the Customer independently, depending on the conditions demanding such purchase, according to item 5.10 of this Standard.

8.11 Special procedures

8.11.1 Preliminary qualifying selection

8.11.1.1. Preliminary qualifying selection is conducted only in procedures of open one stage tender, open auction, open request for proposals.

Note – Preliminary qualifying selection, as a rule, is conducted in cases of purchase at open tenders (a considerable quantity of new participants) of technically sophisticated or unique goods, and also at expensive purchases if questions of qualification of the contractor play an essential role in success of accomplishment of the agreement. At usual purchases of standard goods the preliminary qualifying selection, as a rule, is not conducted.

8.11.1.2. The decision on carrying out of preliminary qualifying selection is accepted exclusively by the Customer.

8.11.1.3. The decision on carrying out of preliminary qualifying selection, as a part of the corresponding procedure, is accepted before the publication of the notice on carrying out of purchase, the documentation about purchase.

8.11.1.4. At carrying out of preliminary qualifying selection the notice on carrying out purchase and the documentation about purchase in addition should contain:

a) information on carrying out of preliminary qualifying selection and technical and commercial proposals of only those participants of purchase who have successfully passed preliminary qualifying selection (admitted to giving technical and commercial proposal) will be subsequently considered;

b) description of an order and indication of a place of receipt of the first part of the documentation on purchase (prequalifying), the size of payment for it if that is provided, terms and an order of depositing the payment for receipt of the first part of the documentation about purchase (prequalifying);

c) information on end date of acceptance and the order of giving of prequalifying bids.

8.11.1.5. The first part of the documentation about purchase (prequalifying) should contain, including:

- a) a short description of bought goods and a contract draught, including in the form of indication of essential agreement provisions;
- b) general conditions and procedure of carrying out of purchase;
- c) detailed conditions and procedure of carrying out of preliminary qualifying selection;
- d) rights and obligations of the Organizer of purchase and participants of purchase separately at a stage of preliminary qualifying selection and subsequent procurement cycles;
- e) requirements to the participant of purchase;
- f) requirements to contents and registration of the prequalifying request, including a method of confirmation of conformity of the participant of purchase to shown requirements;
- g) order of representation of prequalifying requests, term and place of their representation;
- h) data on consequences of non-conformity of the participant of purchase to the established requirements or negative result of passage by him of preliminary qualifying selection;
- i) other requirements and conditions established according to this Standard and local statutory acts of the Customer.

8.11.1.6. The first part of the documentation about purchase (prequalifying) is approved by the purchasing commission.

8.11.1.7. Prequalifying requests are accepted before the end of the term established in the notice on carrying out of purchase with preliminary qualifying selection and in the first part of the documentation about purchase (prequalifying). This term should be sufficient so that participants of purchase will have time to prepare the prequalifying request and be at least 20 days from the date of placing of the notice, the first part of the documentation about tendering (prequalifying), and for other purchases – at least 10 days from the date of placing of the notice, the first part of the documentation about purchase (prequalifying).

8.11.1.8. The purchasing commission estimates conformity of participants of purchase to requirements established in the first part of the documentation about purchase (prequalifying) on the basis of presented by the participant of purchase of documents. Use of not provided earlier in the first part of the documentation about purchase (prequalifying) criteria, requirements or procedures is not allowed.

8.11.1.9. In case of absence of some information or some documents, not allowing to estimate conformity of the participant of purchase to the established requirements, the Organizer of purchase has the right to enquire from him missing documents, having given for this purpose a minimum necessary term. If when due hereunder documents are not presented, the participant is considered having not passed the preliminary qualifying selection.

8.11.1.10. The Organizer of purchase is obliged within one day from the date of summarising the preliminary qualifying selection to notify each participant of purchase on results of passage of selection by him. The

participants of the purchase, who have successfully passed the selection, are invited to further procedures, the second part of the documentation about purchase (the second part of the documentation about purchase is placed in the same sources, in which the notice and the first part of the documentation about purchase have been placed, in the presence of technical possibility of such placing) is sent to them. The term between such invitation and the end date of giving of requests with technical and commercial proposals cannot be less than 10 days.

8.11.1.11. The participant of the purchase, who has not passed or did not pass the established preliminary qualifying selection, is excluded from the number of participants of purchase.

8.11.1.12. The detailed order of carrying out of preliminary qualifying selection is determined by organizational-administrative documents of the Customer.

8.11.2 Carrying out of purchase with possibility of giving alternative bids

8.11.2.1. The right of giving of alternative bids can be provided to a participant of purchase at carrying out of a tender, request for proposals, competitive negotiations.

8.11.2.2. The condition about possibility of giving of alternative bids is established in the documentation about purchase.

8.11.2.3. Alternative bids are allowed only concerning the established requirements to goods or agreement provisions. Absence in the documentation about purchase of the condition about possibility of giving alternative bids means that giving alternative bids is not allowed.

8.11.2.4. The documentation about purchase should provide expressly the right of the participant of purchase to submit an alternative bid, and also should include rules of preparation and giving of alternative bids, including an obligation of the participant of purchase expressly to isolate them as part of the request.

8.11.2.5. The Customer has the right to limit quantity of alternative bids submitted by one participant of purchase.

8.11.2.6. The norm of item 8.1.7.6 of this Standard about the right of the participant of purchase to submit only one request does not extend on alternative bids.

8.11.2.7. The documentation about purchase should provide that alternative bids are accepted only in the presence of the main proposal; thus the proposal to the greatest degree meeting requirements and conditions, specified in the documentation about purchase should be the main one. If one proposal with admissible alternative parameters under the documentation about purchase is given, such proposal is considered the main.

8.11.2.8. The information on giving an alternative bid is fixed in the report of opening of envelopes.

8.11.2.9. By result of a selection stage of consideration of requests the participant of purchase is admitted for participation in a purchase procedure if at least one of his offers (the main or alternative) is recognised conforming to established in the documentation about purchase requirements.

8.11.2.10. While reviewing requests the main and alternative bids are considered separately. The report, formed following the results of carrying out of purchase, should contain information on results of consideration of each alternative bid (whether they have been accepted for further consideration or rejected).

8.11.2.11. Bases for the admission (rejection) of the main and alternative bids should not differ. If any alternative bid of the participant of purchase differs from the main or another alternative with only the price all alternative bids of this participant of purchase are rejected.

8.11.2.12. At an estimation stage of consideration of requests and at choosing the winner alternative bids are considered equally with the main one. Alternative bids participate in ranging irrespective of the main offer, thus the participant of purchase receives several places in ranking in accordance with quantity of not rejected offers. Identical parametres of the main and alternative bids are estimated equally.

8.11.2.13. In case of carrying out rebidding the participant of purchase has the right to declare new prices or other conditions both concerning the main and alternative bids.

8.11.2.14. The Customer has the right to choose an alternative bid as the best according to criteria and the order, established in the documentation about purchase.

8.11.2.15. If the participant of the purchase, who has submitted the alternative bid, evades from the agreement conclusion, the customer has the right to reject all offers of such participant of purchase (the main and alternative).

8.11.3 **Subcontracting (subsupply and a subcontract)**

8.11.3.1. At the conclusion of a supply agreement for goods, an agreement on accomplishment of contract works the Customer has the right to demand from the successful participant of purchase the conclusion of contracts of subsupply or a subcontract in volume no more than 25% of the cost of purchase (unless otherwise agreed by the CPA of the Customer) with concrete suppliers and (or) contractors. This condition is announced in advance in the documentation about purchase.

8.11.3.2. At the conclusion of a supply agreement for goods, an agreement on accomplishment of contract works the Customer has the right to demand from the winner or the person, who has presented the best request, the conclusion of contracts of subsupply or a subcontract with enterprises from groups of priority suppliers determined according to item 4.5 of this Standard. This condition is announced in advance in the documentation about purchase.

8.11.3.3. The Organizer of purchase can name in the documentation about purchase concrete subcontractors (with whom the participant of purchase should conclude contracts in case of a victory). In this case the Organizer of purchase is obliged in the documentation about purchase to specify essential conditions of such contracts, including a price or a method of its determination and conditions of payments.

8.11.3.4. The given procedure should not be applied, if agreement provisions do not allow for subsupply or subcontract possibility, or the requirement of obligatory subcontracting was not included in the documentation about purchase.

8.11.4 **Special procedures of purchase of sophisticated goods**

8.11.4.1. At carrying out of tenders and requests for proposals on acquisition of especially sophisticated goods under direct instruction of the Customer a set of methods can be applied, described below (items 8.11.4.2–8.11.4.8 of this Standard) – including at the last stage of a two- or multi-stage tender.

8.11.4.2. The announcement of the future purchase is performed without fail.

8.11.4.3. Purchase of sophisticated goods can be conducted both without preliminary qualifying selection and with it. At a stage of preliminary qualifying selection (in case of its carrying out) written inquiries can be sent to participants of purchase or representatives of participants of purchase are called for an interview for the purpose of specification of their qualification and experience. On the basis of results of the preliminary qualifying selection «the Short list of participants of a purchase» is made. If such selection has been conducted, persons are invited to participate in the further procedures from this list only.

8.11.4.4. The documentation about purchase, except usual data for corresponding procedures, should contain:

a) information on whether the Organizer of purchase asks for bids on purpose to find out various variants of methods to meet requirements of the Customer;

b) description of a separate part (parts) of bought goods when it is allowed to present bids only on a part of bought goods;

c) indication on a procedure of choice of the winner (with carrying out or without carrying out of price negotiations according to items 8.11.4.7–8.11.4.8 of this Standard);

d) indication on interview possibility, and also on a circle of questions, which can be discussed at precontractual negotiations, should be contained in the documentation about purchase.

8.11.4.5. The purchasing commission confirms the procedure of estimation of bids, containing the order of estimation of bids, including preliminary hierarchy of criteria of estimation of bids (up to assignment of

preliminary weight coefficients), reflecting opinions of members of the purchasing commission. The mentioned criteria can concern:

- a) administrative and technical competence of the participant and his reliability;
- b) efficiency of the proposal presented by the participant of purchase, from the point of view of satisfaction of requirements of the Customer;
- c) the offer price determined either as clean price, or as total costs of the Customer at accepting of the given offer (for example, the price plus expenses on operation, maintenance and repair, required additional costs etc.);
- d) other reasonable criteria.

8.11.4.6. The Customer has the right to apply one of two procedures of selection of the best request – with carrying out or without carrying out of price negotiations.

8.11.4.7. Procedure of choice of the winner without carrying out of price negotiations is applied at goods purchase for which the Customer, despite its complexity, can formulate accurately enough the technical project and required amount of work, and also estimate the obtained requests for compliance to the established requirements and is interested not only in qualitative goods, but also in possible economy of money funds. The choice of the winner is conducted in the following order:

- a) the Organizer of purchase establishes a minimum level of requirements to the quality of goods (i.e. concerning qualitative and technical aspects of offers), gives evaluation of quality under each offer and makes ranging of bids on quality;
- b) the bids, which have been recognised as not corresponding to the established minimum level of quality, are rejected and do not participate in the procedure of choice of the winner and (or) the best bid;
- c) in cases when task accomplishment substantially depends on qualification and experience of the main personnel of the participant of purchase (for example, the project leader, in whose subordination there is a big group of concrete physical persons, or developed and known scientific personnel), the Customer or the Organizer of purchase has the right to conduct at any procurement cycle interviews with the declared personnel of the participant of purchase and to consider results of these interviews at a bid quality evaluation;
- d) no party is allowed to make in the course of interviews requirements connected with change of conditions of the documentation about purchase or the bid of the participant, including the price;
- e) among bids which correspond to the established minimum level of quality (not price requirements) or exceed that one, the Organizer of purchase produces summary ranging by results of comparison of qualification of the participant of purchase, quality of the received technical proposals and the price;
- f) the participant of purchase who has submitted the technical proposal, which received the highest place in summary ranging, is invited to carrying out of precontractual negotiations;

g) during such negotiations the technical project, technique of accomplishment of works, the personnel, material resources given by the Customer and special agreement provisions are discussed. Such discussion should not lead to essential change of an initial variant of the technical project, agreement provisions and the price of the participant. The final variant of the technical project and the agreed technique are included in the contract draught;

h) the chosen participant has no right during negotiations to replace the main personnel or co-performers of the agreement (subsuppliers, subcontractors) unless both parties agree that such changes have no crucial importance to perform the task. The main personnel, offered as replacement, should possess the qualification similar or higher, than the initially offered main personnel (co-performers);

i) if negotiations have passed successfully, the given participant is announced the winner (at tender carrying out) or his bid is recognized the best (at carrying out of request for proposals);

j) if during the negotiations the parties cannot agree upon the agreement text, the Organizer of purchase invites to negotiations the participant having the following (behind the highest) place in the summary ranging;

k) if during the negotiations with the following participants of purchase the parties cannot agree upon the agreement text, the Organizer of purchase can return to negotiations with those participants with whom earlier it was not possible to reach the agreement, or refuse conducting negotiations;

l) if during negotiations with participants of purchase there is change in the volume, price of bought goods, works, services or terms of the contract in comparison with specified in the report constituted by results of purchase, the Organizer of purchase places in the same sources, in which the notice and the documentation on purchase have been placed, data on change of the agreement with indication of changed conditions.

8.11.4.8. Procedure of choice of the winner and (or) the best bid by carrying out of successive price negotiations is applied at purchase of especially sophisticated goods when quality of goods or reliability of the participant is determining, or when consequences of choice for the Customer are enormously great in comparison with the purchase price. The choice of the winner is conducted in the following order:

a) some minimum acceptable quality level of the technical offer is established;

b) technical offers of participants of purchase are ranged on quality. The participant of the purchase, who has received the highest quality evaluation of the offer, is invited to negotiations concerning the price offered by him. At them a technical project, a technique of accomplishment of works, personnel, material resources given by the Customer and special agreement provisions can be also discussed. Such discussion should not lead to essential change of an initial variant of the technical project and agreement provisions;

c) if negotiations do not lead to conclusion of the agreement owing to impossibility of achievement of the arrangement on the acceptable price, the participant of purchase is informed on suspension of negotiations with him. Further on the Organizer of purchase invites to negotiations the participant of the purchase whose technical offer has received quality evaluation following the highest. And so on up to the conclusion of the agreement or rejection of all other offers. If during negotiations with next participants of purchase the parties cannot agree with the agreement text, the Organizer of purchase can return to negotiations with those participants of purchase with whom earlier it was not possible to reach the arrangement, or to refuse conducting negotiations;

d) any negotiations, which are conducted with participants, have confidential character and no party of negotiations has the right to disclose to third parties the technical, price or other information concerning the subject matter of these negotiations, without the consent of the other party.

8.11.5 Features of carrying out of procedures of purchase with participation of foreign participants of purchase

8.11.5.1. Purchases, in which participation of foreign participants of purchase is supposed and (or) allowed, are conducted in the order provided by this Standard.

8.11.5.2. The foreign participant of purchase should be competent to conclude and perform the agreement (contract), the right to which conclusion is an item of purchase, including such a participant should be registered as the subject of civil law and have all necessary permissions for carrying on business according to the state legislation where he is located, in the place of supply of goods (accomplishment of works, rendering of services) and the legislation of the Russian Federation.

8.11.5.3. The legal capacity of the foreign participant of purchase should not be limited by court and (or) state administrative authorities where he is located and (or) carrying on business, and the Russian Federation either.

8.11.5.4. The foreign participant of purchase should not be insolvent, concerning him no bankruptcy or liquidation procedure should be conducted.

8.11.6 Features of conclusion of contracts in the course of participation of the Customer in the third party purchase

8.11.6.1. If the Customer as one of participants of purchase makes an application (offer) on participation in procedure of the purchase which are conducted by another person (hereinafter – third party purchase) and if it does not contradict conditions of such purchase, the Customer determines cosuppliers of the equipment specified in the request and subcontractors (co-performers) specified in goods request (products, works, services) in the course of preparation of such request (offer).

8.11.6.2. If there is enough time to prepare the bid and determine potential cosuppliers (subcontractors, co-performers) the Customer has the right to use procedures of tender and auction, and also request for proposals and request for quotation without taking into account price thresholds established by this Standard for the specified procedures.

8.11.6.3. Under decision of the CPA of the Customer the choice of the supplier (the subcontractor, the co-performer) can be performed by method of purchase from the single supplier (the contractor, the performer) on the basis of item 5.11.1.14 of this Standard.

8.11.6.4. With the chosen supplier (the subcontractor, the co-performer) the preliminary agreement or the agreement under a condition of conclusion of the agreement with the Customer by results of the third party purchase is concluded.

8.11.6.5. At forming of requirements to bought goods, and also cosuppliers (subcontractors, co-performers) the Customer should consider completely all lawful conditions of participation in the third-party purchase and accordingly reflect them in the notice and the documentation about purchase, and also the agreement concluded by results of purchase.

8.11.6.6. The decision on a method of purchase and terms of its carrying out is determined by the CPA of the Customer taking into account current legislation requirements.

8.11.7 Features of conclusion of contracts after the order receipt

8.11.7.1. If the Customer is determined the contractor under the agreement with another person (hereinafter – the third-party Customer) and the procedures provided by item 8.11.6 of this Standard for any reasons were not applied, the Customer has the right to specify the cosupplier (subcontractor, co-performer) by carrying out of request for proposals, request for quotation or the method of simple purchase, taking into account the price thresholds established by this Standard for the specified procedures.

8.11.7.2. Under decision of the CPA of the Customer the choice of the cosupplier (subcontractor, co-performer) can be performed by the method of purchase from the single supplier (the contractor, the performer) on the basis of item 5.11.1.14 of this Standard or price thresholds on a concrete purchasing procedure can be raised.

9. ORDER OF CONCLUSION AND EXECUTION OF CONTRACTS

9.1 The agreement conclusion

9.1.1 The order of conclusion and execution of an agreement is regulated by the Civil Code of the Russian Federation, other standard legal acts of the Russian Federation, local standard documents and organizational-administrative documents of the Customer taking into account rates of this subsection.

9.1.2 The procedures, performed in connection with the conclusion of the agreement, provide for:

a) preparation of the contract draught for signing by the Customer and the organisation chosen as the winner and (or) which has presented under the decision of the purchasing commission the best bid. The contract draught for

signing is prepared on the basis of the contract draught which is an integral part of the documentation about purchase, and the bid of the winner of purchase and (or) the participant of purchase who has presented the best bid, and also taking into account the provisions specified during carrying out of precontractual negotiations (if they have been conducted). Following the results of tendering the contract is also concluded on the basis of the report on results of bidding;

- b) the agreement signing;
- c) control over accomplishment of all conditions for the beginning of the agreement.

9.1.3 The agreement between the Customer and the winner of the conducted purchase is concluded not earlier than in ten days from the date of summarising on the purchasing procedure, or if it provides for placing of results of purchase on a site on the "Internet", from the date of such placing, except for cases of conclusion of grid connection contracts and other cases provided by the legislation of the Russian Federation. The term for signing of the agreement by the participant of the purchase, who has been chosen as the winner and (or) has presented the best bid under the decision of the purchasing commission, is determined by the documentation about purchase. Thus in case of purchase carrying out according to item 4.5.3b) of this Standard the term of signing of the agreement should constitute no more than 20 working days from the date of accepting by the customer of the decision on the conclusion of such agreement, except for cases when actions (failure to act) of the customer at purchase realisation will be appealed to the antitrust authorities or in court. In the specified cases the agreement should be concluded within 20 working days from the date of entry into force of the decision of antimonopoly authority or a judicial act, which provides for the conclusion of the agreement.

9.1.4 In a case if in the documentation about purchase the obligation on representation of provision of the contract has been provided, such provision should be given by the organisation chosen as the winner and (or) which has presented under the decision of the purchasing commission the best bid on purchase within the time period, provided in the documentation about purchase and the agreement.

9.1.5 In a case if the participant of purchase, who is to sign the contract, has not given the Customer within the time period, specified in item 9.1.3 of this Standard the agreement signed by him, or has directed to the Customer written refusal about the agreement conclusion, or has not given provision of execution of the agreement, or has shown counterclaims under the agreement provisions, contradicting earlier established ones in the documentation about purchase such participant is admitted evading from the agreement conclusion. In case of evasion of the participant of purchase from the contract conclusion the deposited provision of the bid is not returned to such participant of purchase (if the requirement about the provision of security of the application form for participation in the purchase was provided by the Customer in the documentation about purchase).

9.1.6 In a case if the participant of purchase, obliged to conclude the agreement, is recognised as having evaded from the agreement conclusion, the Customer has the right to conclude the agreement with the participant of purchase, whose application form for participation in the purchase was assigned with the following index number. Thus the term for agreement signing will be similar to the term provided in item 9.1.3 of this Standard.

9.1.7 In case of evasion of the participant from the conclusion of the agreement the Customer directs data on such participant to the register of unfair suppliers in the order established in Appendix 18 to this Standard.

9.1.8 The conclusion of party-related contracts is performed only after their approval by management bodies of the Customer in strict conformity with requirements of the legislation of the Russian Federation.

9.1.9 Procedure of conclusion of the agreement and control over its execution is determined by organizational-administrative documents of the Customer.

9.1.10 The documentation about purchase (except for bidding – tenders and auctions) also can provide for the right of the Customer to conclude by results of purchase several contracts, including within the limits of one lot.

9.2 Agreement execution

9.2.1 The agreement is performed according to the conditions determined by the legislation of the Russian Federation, and the agreement itself, including the changes made to it.

9.2.2 At agreement execution as agreed between the Customer and the supplier (the contractor, the performer) delivery (use) of goods, quality, technical and functional characteristics (consumer properties) of which are improved in comparison with such quality and such characteristics of goods specified in the agreement.

9.2.3 Agreement termination is allowed on bases and in an order provided by the civil legislation and the agreement.

9.2.4 At agreement execution change of the supplier (the contractor, the performer), except for a case if the new supplier (the contractor, the performer) is the legal successor of the supplier (the contractor, the performer) under such agreement owing to reorganisation of the legal person in the form of transformation, merge or consolidation is not allowed.

9.2.5 In case of agreement termination in connection with essential infringement by the supplier (the contractor, the performer) of agreement provisions the Customer directs data on such participant (the supplier (the contractor, the performer)) to the register of unfair suppliers in an order established in Appendix 18 to this Standard.

9.2.6 At purchase realisation according to item 4.5.3b) of this Standard the maximum time of payment of supplied goods (executed works, rendered services) under the agreement (a separate stage of the agreement), concluded by results of purchase, should constitute no more than 30 calendar days from the

date of execution of obligations under the agreement (a separate stage of the agreement).

10. THE DISPUTE RESOLUTION CONNECTED WITH CARRYING OUT OF PURCHASES

10.1 General provisions

10.1.1 Applications (complaint) of participants of purchase can be addressed to persons making the purchase (to the corresponding purchasing commission), to the CPA of the Customer, and also to the CPA of PJSC «Rosseti». The detailed complaint and grievance procedure of participants of purchasing procedures is established in Appendix 21 to this Standard.

10.2 Other positions

10.2.1 Disputes between participants of purchase and the Organizer of purchase, which have been conducted on an electronic trading site, can also be resolved in an order provided on these electronic trading sites.

10.2.2 The participant of purchase has the right to appeal in antimonopoly body on action (failure to act) of the Customer at purchase of goods, works, services in cases provided by the current legislation.

10.2.3 The participant of purchase has the right to appeal judicially action (failure to act) of the Customer at carrying out of purchase of goods, works, services in the Arbitration court at the Chamber of Commerce and Industry of the Russian Federation, the Arbitration court at the Russian Union of Industrialists and Businessmen (Moscow), or in the Arbitration court at the All-Russian human organisation of small and medium business «Opora Russia» at the discretion of the participant of purchase.

10.2.4 Rates of this Standard cannot be considered as any restriction of the right of application of participants of purchase or product suppliers in court.

11. CERTIFICATION

11.1 Confirmation of conformity (certification) is conducted for the purpose of the acknowledgement of conformity of goods, processes of production, operation, transportation, storage and recycling, works, services or other items to technical regulations, standards, conditions of contracts and systems of voluntary certification.

11.2 Obligatory confirmation of conformity to safety requirements is performed by bodies for certification, accredited in the system of GOST R by rules and in an order established by acting federal legislation on technical regulation.

11.3 Voluntary confirmation of indicators of goods quality, indicators of quality and safety of works and services, and also competence and reliability

of potential counterparts offering the works and services, is produced in the systems of voluntary certification registered when due hereunder by the Federal agency on technical regulation and metrology (its legal successor).

11.4 Activity of systems of the voluntary certification, certificates of which are shown by product providers and contractors of works and services, should be performed on the basis of the principles established by the current legislation of the Russian Federation about technical regulation.

Note – At the moment these principles are determined by Article 19 of Federal law from December, 27th, 2002 №184-FZ «About technical regulation».

11.4.1 The order of estimation and confirmation of conformity in systems of voluntary certification in a general view should provide:

- a) preliminary expert examination of the request for certification and documents attached to it in a body on certification;
- b) identification and carrying out of testing of product samples in laboratories accredited or assigned with powers;
- c) quality and safety evaluation of executed works, rendered services, analysis of a condition of production of enterprises offering their goods;
- d) carrying out of expert examinations and preparation of offers by results of conformity estimation in accredited or assigned with corresponding powers expert organisations from among the most competent and authoritative scientific, design, technological and research organisations;
- e) consideration in a body on certification of expert judgements and test reports and decision making about confirmation (refusal in confirmation) of conformity of a certified item, about issue (refusal in issue) of a certificate;
- f) entering of the certificate into the register.

11.5 Availability at the participant of purchase of certificates of a system of voluntary certification can be considered by the purchasing commissions as one of the estimate criteria increasing preference of offers of the given participant of purchase from the point of view of reliability, in a case if the system conforms simultaneously to the following requirements:

- a) has no restrictions to choose items of certification acquired by enterprises and organisations of the electric power industry;
- b) warrants high level of professionalism and objectivity of expert evaluations and results of testing, which are conducted by competent institutes and test laboratories;
- c) gives possibility to the Customer to obtain compliance confirmation under those requirements to an acquired item, which he has interest first of all;
- d) has various blank forms of certificates and marks of conformity for various items of certification that excludes possibility of their unfair use.

12. REQUIREMENTS TO PURCHASED EQUIPMENT, TECHNOLOGIES AND MATERIALS

12.1 Organizational-administrative documents of PJSC «Rosseti» can establish requirements to purchased equipment, technologies and materials under condition of their conformity to rates of the current legislation, which should be without fail placed on an official site of the customer.

13. TERMS OF PLACING OF THE PROCUREMENT PLAN OF INNOVATIVE, HI-TECH GOODS, MEDICINAL MEANS

13.1 The procurement plan of innovative, highly technological goods, medical products is placed by the Customer on an official site for the term from five till seven years.

14. APPENDICES TO THE STANDARD

14.1 General provisions

14.1.1 Appendices to this Standard can be changed in an order established by the legislation. Appendices 2-15 and 19 are sample recommended forms of corresponding documents.

14.2 Appendices

14.2.1 Appendix 1. Glossary

14.2.2 Appendix 2. The form of the Procurement Plan

14.2.3 Appendix 3. The report on execution of the Procurement Plan

14.2.4 Appendix 4 Sample requirements to Participants of purchases, included in the documentation about purchase, criteria and techniques of estimation of requests of Participants of purchases

14.2.5 Appendix 5. The sample form of the order (instruction) about purchase carrying out

14.2.6 Appendix 6. Notice on tender carrying out

14.2.7 Appendix 7. Notice on auction carrying out

14.2.8 Appendix 8. Notice on carrying out of the purchase, which is not a tender, small purchase, purchase from the single supplier (the contractor, the performer)

14.2.9 Appendix 9. The tender documentation for open one stage tender

14.2.10 Appendix 10. The auction documentation

14.2.11 Appendix 11. The documentation on carrying out of open request for proposals

14.2.12 Appendix 12. The documentation on carrying out of open request for quotation

14.2.13 Appendix 13. The sample form of the purchasing request

- 14.2.14 Appendix 14. The invitation to participation in simple purchase
- 14.2.15 Appendix 15. A set of auxiliary documents
- 14.2.16 Appendix 16. Provision about work of the purchasing commission
- 14.2.17 Appendix 17. Provision about the advisory council
- 14.2.18 Appendix 18. Rules of direction of data on unfair participants of purchase and suppliers to the register of unfair suppliers.
- 14.2.19 Appendix 19. A set of sample documents, for realisation of the events aimed to increase a share of purchases from subjects of small and medium business.
- 14.2.20 Appendix 20. Regulations of carrying out of centralised (incorporated) purchases for needs of SDC of PJSC «Rosseti».
- 14.2.21 Appendix 21. Regulations of consideration of complaints and applications at carrying out of purchasing procedures of PJSC «Rosseti» and SDC of PJSC «Rosseti».
- 14.2.22 Appendix 22. The anticorruption standard of purchasing activity