



On approval of the Rules for the Preparation of an Annual Report on Public Procurement

Unofficial translation

Order No. 104 of the First Deputy Prime Minister of the Republic of Kazakhstan - Minister of Finance of the Republic of Kazakhstan dated 4 February 2020. Registered with the Ministry of Justice of the Republic of Kazakhstan on February 5, 2020 under No. 19984.

Unofficial translation

In accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" and subparagraph 2) of paragraph 3 of Article 16 of the Law of the Republic of Kazakhstan "On state statistics", **I HEREBY ORDER:**

Footnote. The preamble is in the wording of the order of the Minister of Finance of the Republic of Kazakhstan dated 25.02.2022 № 217 (shall be enforced ten calendar days after the date of its first official publication).

1. That the attached Rules for the Preparation of an Annual Report on Public Procurement shall be approved.

2. That the following orders shall be declared to be no longer in force:

1) Order № 688 of the Minister of Finance of the Republic of Kazakhstan dated December 25, 2015 "On Approval of the Rules for Preparation of an Annual Report on Public Procurement" (registered with the Register of State Registration of Legal Acts of the Republic of Kazakhstan under № 12672, published on January 13, 2016 in Adilet, the information and legal system);

2) Order № 628 of the Minister of Finance of the Republic of Kazakhstan dated June 26, 2018 "On Amendments to Order № 688 of the Minister of Finance of the Republic of Kazakhstan dated December 25, 2015 "On Approval of the Rules for Preparation of an Annual Report on Public Procurement" (recorded in the Register of State Registration of Legal Acts of the Republic of Kazakhstan under № 17177, published on July 30, 2018 in Adilet, the information and legal system).

3. That the Department of Public Procurement Legislation and Quasi-Public Sector Procurement of the Ministry of Finance of the Republic of Kazakhstan shall ensure the following as prescribed by law:

1) state registration hereof with the Ministry of Justice of the Republic of Kazakhstan;

2) placement of this order on the web-site of the Ministry of Finance of the Republic of Kazakhstan;

3) within ten working days after the state registration hereof with the Ministry of Justice of the Republic of Kazakhstan, submission of the information on execution of actions

stipulated by subparagraphs 1) and 2) of this item to the Legal Service Department of the Ministry of Finance of the Republic of Kazakhstan.

4. That this order shall be put into effect ten calendar days after the date of its first official publication.

*First Deputy Prime Minister of the Republic
of Kazakhstan - Minister of Finance*

A. Smailov

AGREED BY
the Statistics Committee
of the Ministry of National Economy
of the Republic of Kazakhstan

Approved by Order
of the First Deputy Prime Minister -
of the Republic of Kazakhstan –
Minister of Finance
of the Republic of Kazakhstan
№ 104 dated February 4, 2020

Rules for preparation of the annual report on public procurement

Footnote. The rules are in the wording of the order of the Minister of Finance of the Republic of Kazakhstan dated 25.02.2022 № 217 (shall be enforced ten calendar days after the date of its first official publication).

Chapter 1. General provisions

1. These Rules for preparation of the annual report on public procurement (hereinafter – the Rules) are developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" and determine the procedure for preparation of the annual report on public procurement.

2. The following concepts are used in these Rules:

1) reporting financial year – the year preceding the current financial year of the planned period;

2) the public procurement web portal - an information system of a public authority that provides a single point of access to electronic public procurement services;

3) unified operator in the field of public procurement – a legal entity determined by the authorized body in the field of public procurement, the sole owner of shares (participation shares in the authorized capital) of which is the state;

4) the authorized body in the field of public procurement – a state body that carries out management in the field of public procurement.

Chapter 2. Collection and synthesis of reports on public procurement issues, including the procedure for formation of public procurement reports

3. The annual report on public procurement consists of:

1) the report on public procurement for the reporting financial year according to the appendices 1, 2, 3, 4, 5, 6, 7, 8 and 9 to these Rules;

2) explanatory note.

4. The explanatory note contains information on public procurement based on the information generated on the public procurement web portal for the reporting financial year, and may also contain information on problematic issues in the field of public procurement. Problematic issues in the field of public procurement are formed on the basis of the submitted appeals of individuals and legal entities, including non-governmental organizations.

Chapter 3. Analysis of public procurement reporting

5. Information on public procurement is automatically generated on the public procurement web portal based on information posted and filled in by customers and (or) organizers of public procurement in the reporting financial year.

6. A unified operator in the field of public procurement ensures the unloading of information on public procurement from the public procurement web portal according to the appendices 1, 2, 3, 4, 5, 6, 7, 8 and 9 to these Rules and no later than February 15 of the year following the reporting year, sends it to the authorized body in the field of public procurement

7. The authorized body in the field of public procurement, no later than April 1 of the year following the reporting year, submits an annual annual report on public procurement for the reporting financial year to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan in accordance with the appendices 1, 2, 3, 4, 5, 6, 7, 8 and 9 to these Rules.

8. The annual annual report on public procurement for the reporting financial year is posted on the public procurement web portal no later than ten working days from the date of its submission to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan.

9. The annual report on public procurement also contains the following key performance indicators of the activities of state bodies and their subordinate organizations in the implementation of public procurement, with the exception of state bodies engaged in intelligence and counterintelligence activities, their institutions and subordinate organizations:

the share of public procurement from a single source;

the volume of planned procurement carried out, as well as contracts concluded on them in the context of administrators of reports;

the volume of procurement of domestic goods, works and services;

information about procurement covered by audit activities.

5	including a tender with preliminary qualification selection						
6	including a tender using framework agreements						
7	including a tender using a rating-score system						
8	including a tender using the calculation of the cost of the life cycle of purchased goods, works and services						
9	Public procurement conducted by auction method						
10	Public procurement conducted by the method of requesting price offers						
11	Public procurement carried out using a single source method. Total						
12	including for public procurement by the method of tender, recognized as failed						
	including for public						

13	procurement by the auction method, recognized as failed						
14	including for public procurement by the method of requesting price offers, recognized as failed						
15	including for public procurement by the state social order, recognized as failed						
16	including for public procurement of housing, recognized as failed						
17	Public procurement carried out by a single source method by direct conclusion of a contract						
18	including in cases of procurement of services related to the spheres of natural monopolies, as well as energy supply or purchase and sale of electric energy with a						

	guaranteeing supplier of electric energy						
19	including in cases of procurement of goods, works, services at prices, tariffs established by the current legislation of the Republic Kazakhstan						
20	including in cases of procurement of goods, services that are objects of intellectual property from a person who has exclusive rights in respect of the purchased goods, services, as well as work on the correction of pre-project or design estimates from the person who developed this pre-project or design estimates						
	including in cases of procurement of goods,						

21	works, services at the expense of money allocated from the reserve of the Government of the Republic of Kazakhstan, in cases of situations threatening political, economic and social stability, life and health of people						
22	including in cases of procurement of goods in the state material reserve to exert regulatory influence on the market						
23	including in cases of procurement of services for the storage of material assets of the state material reserve						
24	including in cases of procurement of services of international rating agencies, financial services						

25	including the procurement of specialized library services for the blind and visually impaired citizens						
26	including in cases of procurement of goods, works, services provided for by the legislation of the Republic of Kazakhstan on elections and republican referendum, according to the list approved by the resolution of the Government of the Republic of Kazakhstan						
	including in cases of procurement of services for the production of state and departmental awards and documents to them, a badge of a deputy of the Parliament of the Republic of Kazakhstan and a						

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document to it, state verification stamps, passports (including official and diplomatic), identity cards of citizens of the Republic of Kazakhstan, a residence permit of a foreigner in the Republic of Kazakhstan, a certificate of a person without citizenship, certificates of registration of acts of civil status, as well as the purchase from suppliers of printed products requiring a special degree of protection, according to the list, approved by the resolution of the Government of the Republic of Kazakhstan

including in cases of procurement of goods, works,

28	<p>services carried out in accordance with international treaties of the Republic of Kazakhstan, according to the list approved by the resolution of the Government of the Republic of Kazakhstan</p>						
29	<p>including in cases of procurement of services for training, retraining and advanced training of workers abroad</p>						
30	<p>including in cases of procurement of services for treatment of citizens of the Republic of Kazakhstan abroad, as well as services for their transportation and escort</p>						
	<p>including in cases of procurement of services provided by lawyers to persons exempt from</p>						

31	its payment in accordance with the current legislation of the Republic of Kazakhstan						
32	including in cases of procurement of goods, services related to representative expenses						
33	including in cases of procurement of periodicals on paper and (or) electronic media						
34	including in cases of procurement of services for provision of information by international and (or) foreign information organizations						
	including in cases of procurement by a state body of goods, works, services from joint-stock companies, business partnerships, one hundred						

35	<p>percent of voting shares (participation shares in the authorized capital) of which belong to the state, and from (state-owned enterprises in respect of which it manages in accordance with the current legislation of the Republic o f Kazakhstan on state property, the relevant powers, which, including the state body, a r e established by the laws of the Republic of Kazakhstan, decrees of the President of the Republic of Kazakhstan</p>						
36	<p>including in cases of procurement of special social services provided for by the guaranteed volume of special social services and services for</p>						

	<p>assessing and determining the need for special social services</p>						
37	<p>including the procurement of goods, works, services produced, performed, provided by state enterprises of institutions of the penal (penitentiary) system. The list and volumes of goods, works , services, as well as the list of state enterprises of institutions of the penal (penitentiary) system from which such goods, works , services are purchased, approved by the resolution of the Government of the Republic of Kazakhstan</p>						
	<p>including in cases of procurement by the state body ensuring the activities of the President of the</p>						

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Republic of Kazakhstan, the Parliament of the Republic of Kazakhstan, the Government of the Republic of Kazakhstan of goods, works, services from state enterprises, in respect of which it manages in accordance with the current legislation of the Republic of Kazakhstan on state property, on the main subject of the activities of such state enterprises

including in cases of procurement of goods, works, services by state-owned enterprises, legal entities, fifty or more percent of voting shares (participation shares in the authorized capital) of which belong to the state, in

39	<p>respect of which the state body ensuring the activities of the President of the Republic of Kazakhstan, the Parliament of the Republic of Kazakhstan, the Government of the Republic of Kazakhstan, or its departments manage in accordance with the current legislation of the Republic of Kazakhstan on state property</p>						
40	<p>including in cases of procurement of goods, works, services from a person determined by the current legislation of the Republic of Kazakhstan</p>						
41	<p>including in cases of procurement of services for processing</p>						

	statistical observations data						
42	including in cases of procurement of property (assets) sold at auctions by bailiffs in accordance with the legislation of the Republic of Kazakhstan on enforcement proceedings and the status of bailiffs; conducted in accordance with the legislation of the Republic of Kazakhstan on rehabilitation and bankruptcy; conducted in accordance with the land legislation of the Republic of Kazakhstan; during the privatization of state property						
43	including in cases of procurement of cosmonaut training services and organization of cosmonaut						

	flights into space						
44	including in cases of procurement of aircraft repair services at specialized aircraft repair enterprises						
45	including in cases of procurement by the offices of akims of towns of district significance, villages, settlements, rural districts of homogeneous goods, works, services, if the annual volume of such homogeneous goods, works, services in value terms does not exceed three thousand times the size of the monthly calculation index established for the corresponding fiscal year by the law on the republican budget						

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including in cases of procurement of services related to the sending of students, undergraduates, postgraduates to participate in creative competitions (contests, Olympiads, festivals, games), exhibitions, conferences, forums, master classes, internships, performing educational practical tasks, including travel to the venue of these events and back, renting residential premises, transport services, catering

including in cases of procurement of goods that are cultural values, including museum objects and museum collections, as well as rare and valuable publications,

47	manuscripts, archival documents, including copies of historical, artistic or other cultural significance, intended to replenish the state museum, library, archival funds, film, photo fund and other similar funds						
48	including in cases of procurement of materials of exhibitions, seminars, conferences, meetings, forums, symposiums, trainings, as well as payment for participation in these events						
49	including the procurement by a cultural organization, an educational organization in the field of culture, a broadcasting organization of goods and services for stage performances, public performance						

	and presentation of works of art and cultural values						
50	including in cases of placing an order for visiting a zoo, theater, cinema, concert, circus, museum, exhibition and sports event						
51	including in cases of procurement of services for author supervision over the development of design documentation for capital construction projects, author supervision over the construction, reconstruction and overhaul of capital construction projects by the respective authors						
	including if there is a need to carry out public procurement of daily and (or) weekly needs for the						

period before summing up the results of public procurement by means of a tender or auction and the entry into force of the public procurement contract, if such public procurement is carried out during the first month of the year according to the list approved by the order of the Minister of Finance of the Republic of Kazakhstan, not exceeding the volume of public procurement of such goods, works, services, necessary to meet the needs of the customer during the period of public procurement, but not more than two months

including in cases of procurement of sports equipment and

equipment (equipment), sports equipment necessary for participation and (or) preparation of sports national and national teams of the Republic of Kazakhstan, as well as for participation of sports national and national teams of the Republic of Kazakhstan in the Olympic, Paralympic, Deaflympic Games and other international sports events on the basis of the calendar plan approved by the authorized body in the field of physical culture and sports

including in cases of procurement of a building, structure, facility, premises with non-residential purpose, defined by an act in accordance

with the legislation of the Republic of Kazakhstan, as well as lease of a building, structure, facility, premises with non-residential purpose, purchase of services for technical maintenance, security and maintenance of a leased building, structure, facility, premises, having a non-residential purpose, procurement of technical maintenance services (including by state bodies located in buildings that are particularly important state facilities), protection and maintenance of one or more non-residential premises transferred for free use and (or) operational management to the

	<p>customer, if these services are provided to another person or persons using non-residential premises located in the building in which the non-residential premises transferred for free use and (or) operational management to the customer are located</p>						
55	<p>including procurement of goods and services from public associations of persons with disabilities of the Republic of Kazakhstan and (or) entities established by public associations of persons with disabilities of the Republic of Kazakhstan in terms of purchasing technical aids (compensatory) devices (excluding prosthetic</p>						

	<p>a n d orthopaedic devices) and special mobility devices, social services of a personal assistant and s i g n language specialist for persons with disabilities, invataxi services, health resort vouchers for persons with disabilities</p>						
56	<p>including the procurement of goods, works, services from a person determined by the Government of the Republic of Kazakhstan by the decision (order) of the President of the Republic o f Kazakhstan</p>						
57	<p>Public procurement carried out through commodity exchanges</p>						
58	<p>Public procurement carried out through an electronic store</p>						

59	Public procurement under the state social order						
60	Public procurement of housing						

Continuation of the table

By the results of public procurement			By concluded public procurement contracts			By executed public procurement contracts		
Number of plan items (lots)	The amount of procurement made, tenge	share, %	Number of plan items (items)	Amount of concluded contracts, tenge	share, %	Number of plan items (items)	Amount of executed contracts, tenge	share, %
9	10	11	12	13	14	15	16	17

Appendix
to the form, designed
for collection of public procurement
data "Data on public procurement
of goods, works and services
by purchasing methods
for _____ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on public procurement of goods, works and services in the context of procurement methods for _____ year"

Index: 1-PPF

Frequency: annual

1. This explanation defines the uniform requirements for filling out the form "Information on public procurement of goods, works and services in the context of procurement methods for _____ year" (hereinafter referred to as the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" in order to monitor public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 1 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 1 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

column 1 indicates serial number;

column 2 indicates the method of public procurement;

column 3 indicates the number of items of the public procurement plan approved for the current year;

column 4 indicates the amount of approved planned public procurement for the current year;

column 5 indicates the number of approved items of the public procurement plan for 3 years;

column 6 indicates the amount of approved planned public procurement for 3 years;

column 7 indicates the total amount of approved planned public procurement;

column 8 indicates the volume of procurement carried out in this way from the total volume of public procurement in percentage terms;

column 9 indicates the number of items of the plan (lots) in the conducted public procurement;

column 10 indicates the amount of conducted public procurement;

column 11 indicates the volume of procurement carried out in this way from the total volume of conducted public procurement in percentage terms;

column 12 indicates the number of items of the plan (items) for concluded public procurement contracts;

column 13 indicates the amount of the concluded public procurement contracts;

column 14 indicates the volume of procurement carried out in this way from the total volume of concluded public procurement contracts in percentage terms;

column 15 indicates the number of items of the plan (items) for executed public procurement contracts;

column 16 indicates the amount of executed public procurement contracts;

column 17 indicates the volume of procurement carried out in this way from the total volume of executed public procurement contracts in percentage terms.

Submitted to: the authorized body in the field of public procurement, the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan

The administrative data form is posted on the Internet resource: www.goszakup.gov.kz

Name of the administrative data form: The volume of public procurement in the context of goods, works, services for ____ year

Index of the administrative data form (short alphanumeric expression of the name of the form): 2-PPF

Frequency: annual

Reporting period: 20__ year

The group of persons providing information: a unified operator in the field of public procurement; an authorized body in the field of public procurement

Deadline for submission of the administrative data form: no later than February 15 of the year following the reporting year; no later than April 1 of the year following the reporting year

№	Name	Previous reporting period			Current reporting period		
		Number of plan items	Amount of approved planned procurement, tenge	Share, %	Number of plan items	Amount of approved planned procurement, tenge	Share, %
1	2	3	4	5	6	7	8
1	Total, of them:						
1.1	Goods						
1.2	Work						
1.3	Service						
		Number of plan items	The amount of procurement made, tenge	Share, %	Number of plan items	Share, %	The amount of procurement made, tenge
2	Total, of them:						
2.1	Goods						
2.2	Work						
2.3	Service						
		Number of plan items	The amount of concluded contracts, tenge	Share, %	Number of plan items	Share, %	The amount of concluded contracts, tenge
3	Total, of them:						

3.1	Goods						
3.2	Work						
3.3	Service						
		Number of plan items	The amount of executed contracts, tenge	Share, %	Number of plan items	Share, %	The amount of executed contracts, tenge
4	Total, of them:						
4.1	Goods						
4.2	Work						
4.3	Service						

Appendix
to the form, designed for
collecting data on public procurement
"Volume of public procurement
in the context of goods, works,
services for ____ year"

Explanation on filling out the form intended for collecting data on public procurement "Volume of public procurement in the context of goods, works, services for ____ year"

Index: 2-PPF

Frequency: annual

1. This explanation defines the uniform requirements for filling out the form "Volumes of public procurement in the context of goods, works, services for ____ year" (hereinafter referred to as the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 2 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 2 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

column 1 indicates the serial number;

column 2 indicates the subjects of public procurement;

column 3 indicates the number of items of the plan for the previous reporting period;

column 4 indicates the amount of approved planned procurement for the previous reporting period;

2	The Republic of Kazakhstan									
3	The Russian Federation									
4	The Republic of Belarus									
5	Kyrgyz Republic									
6	The Republic of Armenia									
7	other									

Continuation of the table

Current reporting period									
Number of registered potential suppliers	Number of potential suppliers participating in procurement	Share, %	Number of potential suppliers recognized as winners	Share, %	Total amount of contracts concluded, tenge	Number of potential suppliers participating in procurement::			Share, %
						goods	work	service	
13	14	15	16	17	18	19	20	21	22

Appendix
to the form, designed to
collect data on public procurement
"Information on suppliers and
contracts concluded with them
on public procurement for
___ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on suppliers and public procurement contracts concluded with them for ___ year"

Index: 3-PPF

Frequency: annual

1. This explanation defines the uniform requirements for filling out the form "Information on suppliers and public procurement contracts concluded with them for ___ year" (

hereinafter referred to as the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 3 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 3 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

column 1 of the form indicates serial number;

column 2 indicates the countries of potential suppliers and suppliers who participated in public procurement;

column 3 indicates the number of registered potential suppliers for the previous reporting period;

column 4 indicates the number of potential suppliers who participated in public procurement during the previous reporting period;

column 5 indicates the percentage ratio of the number of potential suppliers who participated in procurement during the previous reporting period to the total number of registered potential suppliers by country;

column 6 indicates the number of potential suppliers recognized as winners for the previous reporting period;

column 7 indicates the percentage ratio of the number of potential suppliers recognized as winners for the previous reporting period to the total number of potential suppliers participating in procurement by country;

column 8 indicates the total amount of contracts concluded for the previous reporting period;

columns 9, 10 and 11 indicate the number of potential suppliers participating in the procurement of goods, works and services for the previous reporting period;

column 12 indicates the percentage of the total amount of concluded contracts by country;

column 13 indicates the number of registered potential suppliers for the current reporting period;

column 14 indicates the number of potential suppliers who participated in public procurement for the current reporting period;

column 15 indicates the percentage ratio of the number of potential suppliers who participated in procurement for the current reporting period to the total number of registered potential suppliers by country;

	Central state bodies. Total												
1													
2													
....													
	Local executive bodies. Total												
1													
2													
3													
3													
...													
	Total												

Appendix
to the form, designed
to collect data on
public procurement
"Data on public procurement
of goods, works and services
in the context of administrators
of reports for ____ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on public procurement of goods, works and services in the context of administrators of reports for ____ year"

Index: 4-PPF

Frequency: annual

1. This explanation defines the uniform requirements for filling out the form "Information on public procurement of goods, works and services in the context of administrators of reports for ____ year" (hereinafter - the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 4 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the

the state social order														
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Continuation of the table

May			June			July			August		
Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %
15	16	17	18	19	20	21	22	23	24	25	26

Continuation of the table

September			October			November			December			Total		
Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %	Quantity	Procurement amount, tenge	Share, %
27	28	29	30	31	32	33	34	35	36	37	38	39	40	41

Appendix
to the form, designed to
collect data on public procurement

"Monthly dynamics of
publication of
public procurement
in the context of procurement methods
for ____ year"

Explanation on filling out the form intended for collecting data on public procurement "Monthly dynamics of the publication of public procurement in the context of procurement methods for ____ year"

Index: 5-PPF
Frequency: annual

1. This explanation defines the uniform requirements for filling out the form "Monthly dynamics of the publication of public procurement in the context of procurement methods for ____ year" (hereinafter - the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

№	Administrator of reports	executed public procurement contracts	ed public procurement contracts, tenge	In-country value, %	Number of subjects of contracts	amount, total	total domestic producers	intra-country value, %	amount, total	domestic producers	intra-country value, %	amount, total	domestic producers	intra-country value, %
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1														
2														
3														
...														
	Total													

Appendix
to the form, designed to
collect data on public procurement
"Information on the volumes
of procurement of domestic goods,
works, services for ____ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on the volumes of procurement of domestic goods, works, services for ____ year"

Index: 6-PPF

Frequency: annual

1. This explanation defines uniform requirements for filling out the form "Information on the volumes of procurement of domestic goods, works, services for ____ year" (hereinafter - the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 6 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 6 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

the serial number is indicated in column 1;

column 2 indicates the administrator of reports;

column 3 indicates the number of executed public procurement contracts;

column 4 indicates the amount of executed public procurement contracts in tenge;

column 5 indicates the share of in-country value in procurement, in percentage terms;
 column 6 indicates the number of subjects of public procurement contracts;
 column 7 indicates the amount of procurement for goods;
 column 8 indicates the number of domestic producers;
 column 9 indicates the share of intra-country value in the purchased goods, in percentage terms;
 column 10 indicates the amount of procurement by works;
 column 11 indicates the number of domestic producers by works;
 column 12 indicates the share of in-country value in the purchased works, in percentage terms;
 column 13 indicates the amount of procurement by services;
 column 14 indicates the number of domestic producers by services;
 column 15 indicates the share of in-country value in the purchased services, in percentage terms.

Appendix 7
 to the Rules for preparation
 of annual report on
 public procurement

Form

Submitted to: the authorized body in the field of public procurement, the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan

The administrative data form is posted on the Internet resource: www.goszakup.gov.kz

Name of the administrative data form: Information on the results of audit activities conducted in ___ year

Index of the administrative data form (short alphanumeric expression of the form name): 7-PPF

Frequency: annual

Reporting period: 20__ year

The group of persons providing information: a unified operator in the field of public procurement; an authorized body in the field of public procurement

Deadline for submission of the administrative data form: no later than February 15 of the year following the reporting year; no later than April 1 of the year following the reporting year

	Total amount of	of them, with	including by procurement methods			
					Procurement	Procurement

o f Kazakhst an										
Other										

Appendix
to the form, designed to
collect data on public procurement
"Information on the results
of audit activities
conducted in ___ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on the results of audit activities conducted in ___ year"

Index: 7-PPF

Frequency: annual

1. This explanation defines uniform requirements for filling out the form "Information on the results of audit activities conducted in ___ year" (hereinafter referred to as the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 7 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 7 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

in column 1, the rationale of the audit action is indicated;

column 2 indicates information about the audit activities performed;

column 3 indicates the total amount of procurement covered by the audit action;

column 4 indicates the number of acts on audit activities, the results of which revealed violations of the law;

column 5 indicates the total amount of procurement in which violations of the law were detected based on the results of audit activities;

columns 6, 7, 8, 9, 10 and 11 indicate information about audit activities, the results of which revealed violations of the law in the context of procurement methods (tender, auction, request for price offers, from a single source, through commodity exchanges, through an electronic store).

on the orders of law enforcement agencies								
at the instructions of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan								
at the instructions of Deputies of the Parliament of the Republic of Kazakhstan								
Other								

Continuation of the table

at the stage of consideration or appeal	Officials brought to disciplinary responsibility and for violations of the legislation on public procurement	Including those dismissed from office	Officials brought to administrative responsibility for violations of the legislation on public procurement	of them the number of decisions canceled by the court	Total amount of administrative fines imposed	of them reimbursed to the budget	the balance of the unreimbursed amount for administrative fines	Materials sent to law enforcement agencies
10	11	12	13	14	15	16	17	18

Appendix
to the form, designed to
collect data on public procurement
"Information of the response measures
based on the results of audit activities,
conducted in ___ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on the results of audit activities conducted in ___ year"

Index: 8-PPF

Frequency: annual

1. This explanation defines uniform requirements for filling out the form "Information on the results of audit activities conducted in ___ year" (hereinafter referred to as the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 8 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 8 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

in column 1, the rationale of the audit action is indicated;

column 2 indicates the regulations made based on the results of audit activities;

column 3 indicates the reviewed and executed regulations based on the results of audit activities;

column 4 indicates the number of claims filed with the court for the recognition of decisions on the results of public procurement as illegal and/or contracts invalid based on the results of audit activities;

column 5 indicates the number of claims satisfied by the court;

column 6 indicates the number of claims denied by the court;

column 7 indicates the number of lawsuits filed in court to recognize a potential supplier as an unscrupulous participant in public procurement;

column 8 indicates the number of claims satisfied by the court for recognition of a potential supplier as an unscrupulous participant in public procurement";

column 9 indicates the number of claims denied by the court for recognition of a potential supplier as an unscrupulous participant in public procurement;

column 10 indicates the number of claims under consideration or appeal;

column 11 indicates the number of officials brought to disciplinary responsibility and for violations of the legislation on public procurement;

column 12 indicates the number of persons dismissed from their positions;

column 13 indicates the number of officials brought to administrative responsibility for violations of the legislation on public procurement;

column 14 indicates the number of decisions annulled by the court on officials brought to administrative responsibility for violations of the legislation on public procurement;

column 15 indicates the total amount of administrative fines imposed on officials brought to administrative responsibility for violations of the legislation on public procurement;

column 16 indicates the amount of administrative fines reimbursed to the budget from the imposed administrative fines;

column 17 indicates the balance of the amount of administrative fines not reimbursed to the budget;

column 18 indicates the number of materials sent to law enforcement agencies.

Appendix 9
to the Rules for preparation
of annual report on
public procurement

Form

Submitted to: the authorized body in the field of public procurement, the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan

The administrative data form is posted on the Internet resource: www.goszakup.gov.kz

Name of the administrative data form: Information about suppliers in the Register of unscrupulous participants in public procurement for _____ year

Index of the administrative data form (short alphanumeric expression of the name of the form): 9-PPF

Frequency: annual

Reporting period: 20__ year

The group of persons providing information: a unified operator in the field of public procurement; an authorized body in the field of public procurement

Deadline for submission of the administrative data form: no later than February 15 of the year following the reporting year; no later than April 1 of the year following the reporting year

№	Grounds for including suppliers in the Register	Public procurement conducted by the method of tender	Public procurement conducted by the method of auction	Public procurement conducted by the method of requesting price offers	Public procurement conducted by the method of one source for failed procurement	Public procurement conducted by the method of one source by direct conclusion of	Public procurement conducted through open commodity exchanges	Public procurement, Public procurement conducted through the electronic store	Public procurement conducted by the state social order	Public procurement of housing	Total grounds for inclusion of suppliers in the Register
---	---	--	---	---	---	--	---	---	--	-------------------------------	--

3	contract on public procurement, the supplier has not fulfilled the requirements for the introduction and (or) the timing of the introduction of the contract enforcement											
4	The potential supplier evaded the conclusion of a public procurement contract											
5	Total											
6	Share, %											

Appendix
 to the form, designed to
 collect data on public procurement
 "Information on suppliers who
 are in the Register
 of unscrupulous participants
 in public procurement
 for ____ year"

Explanation on filling out the form intended for collecting data on public procurement "Information on suppliers who are in the Register of unscrupulous participants in public procurement for _____ year"

Index: 9-PPF

Frequency: annual

1. This explanation defines the uniform requirements for filling out the form "Information on suppliers who are in the Register of unscrupulous participants in public procurement for _____ year" (hereinafter referred to as the Form) and is developed in accordance with paragraph 5 of Article 19 of the Law of the Republic of Kazakhstan "On public procurement" for the purpose of monitoring public procurement.

2. Information on this Form is submitted by a unified operator in the field of public procurement to the authorized body in the field of public procurement in accordance with Appendix 9 to these Rules no later than February 15 of the year following the reporting year.

Subsequently, information on this Form is submitted by the authorized body in the field of public procurement to the Administration of the President of the Republic of Kazakhstan and the Government of the Republic of Kazakhstan on the basis of information contained on the public procurement web portal in accordance with Appendix 9 to these Rules no later than April 1 of the year following the reporting year.

3. The form is filled in as follows:

the serial number is indicated in column 1;

column 2 indicates the reasons for which the supplier was included in the Register of unscrupulous participants in public procurement;

columns 3, 4, 5, 6, 7, 8 and 9 indicate the number of public procurement in the context of methods (tender, auction, request for price offers, from one source for failed procurement, from one source by direct conclusion of a contract, through commodity exchanges) in which potential suppliers or suppliers were included to the Register of unscrupulous participants in public procurement;

column 10 indicates the number of public procurement of services provided for by the state social order, in which potential suppliers or suppliers were included in the Register of unscrupulous participants in public procurement;

column 11 indicates the number of public procurement of housing in which potential suppliers or suppliers were included in the Register of unscrupulous participants in public procurement;

column 12 indicates the total number of suppliers included in the Register of unscrupulous participants in public procurement in the context of the grounds;

column 13 indicates the number of suppliers included in the Register of unscrupulous participants in public procurement in the context of grounds in percentage terms.

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