

Notice of Proposal Competition

August 31, 2018
Japan National Tourism Organization (JNTO)
Moscow Office Executive Director Airi Motokura

We hereby announce the following proposal competition.

1. Overview of project

(1) Name of project: Joint Advertising Project in European Russia with OTA and Travel Companies specializing in sales of travel to Japan

(2) Details of project: To implement advertising in European Russia with online travel agencies selling a lot of overseas travels and travel companies specializing in sales of travel to Japan, so as to increase the number of tourists visiting Japan from Russia.

(3) Performance Period: until March 20, 2019 (Wed.)

2. Requirements to participate in the proposal competition

- (1) A person who is not subject to competition participation restrictions prescribed in Article 26 of the Bylaws of the Administrative Implementation of Contracts of JNTO.
- By laws of the Administrative Implementation of Contracts of JNTO
Article 26: Restrictions on Competition Participants
1. Persons who are determined to fall under any of the following may not participate in the competition:
 - (1) A person who does not have the capacity to execute agreements;
 - (2) A person who has been the subject of a decision to commence bankruptcy proceedings and whose rights have not been restored; or
 - (3) A person listed in the items of Article 32, Paragraph 1 of the Act for the Prevention of Wrongful Acts by Members of Organized Crime Groups (Act No.77 of 1991)
 - (4) A person who are under appointment suspension from a national or local public entity (hereinafter referred to as "the State, etc.")
 2. A person found to fall under any of the following may not participate in competition for three years after the occurrence of the relevant fact. The same will apply to a person who intends to use any of the following persons as an agent, manager or other employee.
 - (1) A person who in the performance of an agreement intentionally engaged in shoddy construction, manufacturing or other services, or who engaged in dishonest conduct in regards to quality or quantity of goods;
 - (2) A person who impeded fair competition, or a person who entered into an alliance for the purpose of wrongful gains;

- (3) A person who obstructed a successful bidder from executing an agreement or a contractual party from performing an agreement;
 - (4) A person who obstructed personnel engaged in the performance of supervision or audit work;
 - (5) A person who without a valid reason failed to perform an agreement;
 - (6) A person who, in a case where pursuant to an agreement the amount of consideration is to be fixed after the agreement, willfully demanded an exorbitant amount of consideration based on false facts; or
 - (7) A person who, in the performance of an agreement, used an agent, manager or other employee who fell under any of the foregoing categories within the past two years.
3. A person who uses any person who falls under any of the preceding items as bidding agent may be disqualified from participating in the competition.
- (2) A person who has not been subject to any penalty under law of Russia in the past three years.
 - (3) A person who is registered as a corporation in Russia (in the case of an individual business operator, registered as a resident) and is not delinquent in the payment of corporate taxes or other taxes.
 - (4) A person who confirmed that there is no potential risk to entering into contract with JNTO (nonresident) regarding Russian currency control rules.

3. Procedures

- (1) Department in charge: JNTO Moscow Office
Person in charge: Nao HASHINAGA
Address: 3rd Floor, 5, Bryanskaya Street, Moscow, Russia
TEL : +7-495-995-0120
FAX : +7-495-995-0145
Email: mow@jnto.go.jp
- (2) Period and method of delivery of the Request for Proposals
From: August 31, 2018 (Fri.)
Closing: September 13, 2018 (Thur.), 5pm (Moscow Time).
Method: By hand at Moscow Office or via e-mail.
If delivery of the Request for Proposals is desired, please contact the person mentioned in (1) above in advance.
- (3) Deadline, place and method of submission of proposal
Submit to (1) above by September 14, 2018 (Fri.), 12 noon (Moscow Time, no exceptions).
Limited to hand delivery or post (in the case of post, the proposal must be received by the submission deadline, and record of delivery must be certifiable).

The following documents are to be submitted to JNTO at time of

submission of proposal. (A copy of the Unified Qualification for Participating in Tendering Procedures across all Japan's ministries and government agencies may be substituted for the following documents.)

- ① Certificate of corporate unified state register (EGRUL)
- ② Tax registration certificate
- ③ Authorized copy of the representative director's passport
- ④ Company Profile (Please specify the following items.)
 - (1) Company name
 - (2) Company address
 - (3) Representative's contact information (E-mail, Web etc.)
 - (4) Service provision included in the plan
 - (5) Contact information of the person in charge (contact address of the project manager)

* Copies of these documents, made by camera or photocopier, are acceptable under the condition that they are the same size as the original and high-quality.

- (4) An explanatory meeting will not be held.
- (5) Upon receiving a proposal, JNTO will conduct a preliminary review meeting and may request the proponent to provide additional information on the proposal. If required, further meetings will be held.

4. Others

- (1) The language used in the procedures shall be in English or Japanese (and Russian if needed), and the currency shall be Russian ruble.
- (2) Inquiries for related information should be directed to the person in 3.(1) above.
- (3) Expenses for preparation and submission of the proposal will be borne by the person submitting the proposal.
- (4) There will be no secondary use of a submitted proposal without the permission of the person who submitted the relevant proposal.
- (5) If a proposal contains any matters that are not true, such proposal will be invalidated, and the applicant who entered such matters may be suspended from participating in public bids.
- (6) If, in regards to the content of a selected proposal, there is a request on the basis of the screening standards for JNTO's information announcements, such disclosure will be made using documents prepared in advance to be disclosed.
- (7) A person whose proposal has been selected is a person who was specified as the most suitable person as a result of the proposal competition, but until agreement procedures are completed pursuant to JNTO's accounting

and other rules, no contractual relationship will arise between such person and JNTO.

- (8) To verify whether a person who submitted a proposal satisfies the requirements for participating in the proposal competition of section 2 above, a credit check may be performed. There may be cases where, even after selection, in light of the results of such credit check, an agreement will not be executed.
- (9) The result of the proposal competition consisting of the following information shall be published: the name and address of an entity whose proposal is selected, the name of an individual who represents such entity, and the date of selection of such entity's proposal.
- (10) Other details will be as set forth in the Request for Proposals.

End