

Notice of Proposal Competition

24th May, 2021

Japan National Tourism Organization (JNTO)
Moscow Office Executive Director Valentin Shestak

We hereby announce the following proposal competition.

1. Overview of Project

(1) Name of Project:

Japan tourism-related information distribution involving leading Russian news agency in FY 2021

(2) Details of Project:

In the cooperation with major Russian news agency, organize a large-scale project devoted to the general theme “Russian heritage in Japan”, including the introduction of tourist attractions sites and interviews of prominent people which connected to the development of Russian-Japanese relations.

(3) Performance Period: Until 25th March, 2022.

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.

• Bylaws 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 whose status as a designated contractor has been suspended by the national or any local government (“Government”).

2. A person found to fall under any of the following may not participate in competition within 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 in the past three years.
- (3) A person who is registered as a corporation (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: Maaya HONDA
Address: 3rd Floor, 5, Bryanskaya Street, Moscow, Russia

- (2) Period and method of delivery of the Request for Proposals
From 24th May until 12:00, 15th June, 2021 (Moscow time).
The Request for Proposals will be delivered by hand 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 12:00, 15th June, 2021 (Moscow time).
Limited to hand delivery or mail (in the case of mail, 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, 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 proposing 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) Any person receiving an order will be responsible for payment to tax authorities of any value-added taxes and other taxes.
- (10) 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.

(11) Other details will be as set forth in the Request for Proposals.

End