



## VENDORS PRE-QUALIFICATION QUESTIONNAIRE

Form №:	BSC-PRC-F-01
Revision №:	№ 0
Revision date:	01.08.2023

"Baku Steel Company" CJSC, applying technological innovations and innovative solutions, constantly establishing cooperative relations with professional and advanced companies is the largest metallurgical company in the Caucasus. The company sells its products to neighboring countries and is interested in exporting them to European, Asian, and American countries. At the same time, with its wide potential, "Baku Steel Company" CJSC enters the world market with its products that meet international standards, cooperate with well-known international companies, and are among the companies with sustainable development. **Web page:** <http://www.bakusteel.com>

Please provide the following information about yourself and/or the organization you lead. We would like to draw your attention to the fact that if accompanying documents are required for the questions you answered, they must be submitted together with the questionnaire. Failure to submit the required documents may result in your disqualification from the evaluation process.

GENERAL INFORMATION		
1.*	Name of the legal entity (indicating its organizational and legal form <sup>1</sup> )/Name of the legal entity recognized in the market (if different from its legal name)	Legal name: ООО НПП «ПРОМТЭК»
		Known name in the market(brand):
1.1.	Legal representative`s name, surname, date of birth, and number of identity documents: <sup>2</sup>	
1.2.	TAX ID:	ИНН 6319721368

<sup>1</sup> LLC, OJSC, CJSC and etc.

<sup>2</sup> A copy of the order on the appointment of a leading person must be submitted together with the questionnaire.



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1.3.	Registration date:			
2.	Are there any affiliations with other supply companies?	Yes <input type="checkbox"/>		No <input checked="" type="checkbox"/>
Company names and contact details: _____ _____				
<b>ACTIVITY DATA</b>				
3.	Information about the field of activity, manufactured products, and provided services:	<b>Поставка подшивниковой продукции</b>		
4.	Role in the field of activity <sup>3</sup> :	Official partner <input type="checkbox"/>	Exclusive representative <input type="checkbox"/>	Official representative <input type="checkbox"/>
		Official reseller <input type="checkbox"/>	Official distributor <input type="checkbox"/>	Official dealer <input checked="" type="checkbox"/>
5.	Type of activity:	Manufacturer <input type="checkbox"/>	Trader <input type="checkbox"/>	Service <input type="checkbox"/>
		Scientific-productional <input checked="" type="checkbox"/>	Consulting <input type="checkbox"/>	
6.*	Place (country, city) of activity:	<b>Россия, страны СНГ</b>		
7.*	The number of the necessary license for the activity: <sup>4</sup>	-		
<b>ADMINISTRATIVE INFORMATION</b>				
8.	The number of employees:	Less than 10 employees <input type="checkbox"/>	10-50 employees <input type="checkbox"/>	
		50-100 employees <input type="checkbox"/>	More than 100 employees <input checked="" type="checkbox"/>	

<sup>3</sup> A copy of the document confirming the role in the field of activity must be submitted together with the questionnaire.

<sup>4</sup> In case of the license is required for activity.



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9.	The number of specialists in the field (names of professions (fields) based on activity and the number of employees in that profession (field)) (document confirmation)	Sales - 30 Marketing - 5 IT engineers - 3 Electrical engineers - 10 Others - 83
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10.	Does the enterprise have a partner(s) with whom it cooperates and has a high reputation in the sector in its field of activity?	Yes <input checked="" type="checkbox"/>  Other information: <sup>5</sup> Росатом, Роснефть, Транснефть, Русгидро	No <input type="checkbox"/>
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<sup>5</sup> Copies of reference letters should be submitted together with the application form.



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11.	Do you have experience with similar work?	Yes <input checked="" type="checkbox"/>		No <input type="checkbox"/>
		1. Project/ Subject of the Contract	<i>Поставка подшивниковой продукции</i>	
		General description of works:	<i>Поставка подшивниковой продукции</i>	
		Name of the customer:	ПАО НК «Башнефть»	
		2. Project/ Subject of the Contract	<i>Поставка подшивниковой продукции</i>	
		General description of works:	<i>Поставка подшивниковой продукции</i>	
		Name of the customer:		
		3. Project/ Subject of the Contract	<i>Поставка подшивниковой продукции</i>	
		General description of works:	<i>Поставка подшивниковой продукции</i>	
Name of the customer:				
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12. *	Is there any legal prosecution process against the enterprise related to any	Yes <input type="checkbox"/>		No <input checked="" type="checkbox"/>



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	illegal activity, or environmental damage, including violation of labor protection rules?	Other information <sup>6</sup> : _____ _____			
<b>FINANCIAL CONDITION</b>					
13.	Annual turnover <sup>7</sup>	Less than 100 000 USD(EUR) <input type="checkbox"/>	100 000–500 000 USD(EUR) <input type="checkbox"/>	500 000–1 000 000 USD(EUR) <input type="checkbox"/>	
		1 000 000–3 000 000 USD(EUR) <input checked="" type="checkbox"/>	More than 3 000 000 USD(EUR) <input type="checkbox"/>		
14.	Annual turnover for the last 3 (three) years of activity <sup>8</sup>	1-st year	1086148000		
		2-nd year	798327000		
		3-d year	152156000		
15.	Percentage of works (contracts) performed by own forces without advance payment	95%			
16.	Do you currently have ongoing legal proceedings on financial issues with other companies you work with?	Yes <input type="checkbox"/>			No <input checked="" type="checkbox"/>
		Name of company(ies): _____ _____			
<b>EXPERIENCE</b>					

<sup>6</sup> Brief information should be provided on the nature of such processes and the measures taken to resolve them.

<sup>7</sup> The supporting document must be submitted together with the questionnaire.

<sup>8</sup> The supporting document must be submitted together with the questionnaire.



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17.	How many years of experience do you have in the market in your field of activity?	15	
18.	What areas would you like to cooperate with "Baku Steel Company" CJSC?	Поставка подшипниковой продукции	
19.	Have you cooperated with "Baku Steel Company" CJSC during your general activity?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
		Information on which purchases: _____ _____	
20.	Maximum contract amount awarded to the enterprise (USD or EUR)	300 0000 USD	
21.	Have you received any business awards (honors, commendations, etc.) in your field?	Yes <sup>9</sup> <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>QUALITY, HSE, AND SUSTAINABILITY</b>			
22.	Do you have a Quality Management System (QMS) Certificate? (e.g. ISO 9001:2015)	Yes <sup>10</sup> <input checked="" type="checkbox"/>	No <input type="checkbox"/>

<sup>9</sup> A copy of the award must be sent together with the questionnaire.

<sup>10</sup> A copy of the document (certificate) must be sent together with the questionnaire.



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23.	Do you have a Safety and Health Management System Certificate? (e.g. ISO 18001 or 45001/2018)	Yes <sup>11</sup> <input type="checkbox"/>	No <input checked="" type="checkbox"/>
24.	Does the enterprise provide the necessary training to increase the qualifications of employees?  (if applicable, specify the field of study and the name of the organization organizing the study)	Yes <input checked="" type="checkbox"/>  ПБОТОС	No <input type="checkbox"/>
25.	Do you have a domestic or international Environmental Management System Certificate? (e.g. ISO 14001)	Yes <sup>12</sup> <input checked="" type="checkbox"/>	No <input type="checkbox"/>
26.	Does your company have a practice of using modern slavery labor?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
27.	Does your company have a practice of using child labor under the age of majority?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>CONTACT INFORMATION</b>			
28.	Registered address:	443052, Самарская область, г. Самара, Заводское шоссе, дом 53 А	

<sup>11</sup> A copy of the document (certificate) must be sent together with the questionnaire.

<sup>12</sup> A copy of the document (certificate) must be sent together with the questionnaire.





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29.	The actual address:	443052, Самарская область, г. Самара, Заводское шоссе, дом 53 А	
30.	Contact numbers:	30.1. Office: 8(846) 205-53-00	30.2. Mobile:
31.	Fax number:(if used)	-	
32.	E-mail address:	info@npp-promtek.ru tenders@npp-promtek.com	
33.	Official website (if available):	<a href="https://npp-promtek.ru/">https://npp-promtek.ru/</a>	
34.	Name, and surname, of the contact person for inquiries:	Журтанов Аслан Утиньясович Тел.:+7 (917) 1117115, доб. 280 Сот.:+7 (917) 9622135 zha@npp-promtek.com	
35.	Contact numbers for inquiries:	33.1. Office: +7 (917) 1117115, доб. 280	33.2. Mobile: +7 (917) 9622135
<b>ADDITIONAL INFORMATION<sup>13</sup></b>			
36.	Is there a legal relationship with "Baku Steel Company"? <sup>14</sup>	Нет	

<sup>13</sup> The offer of the vendor that does not comply with the principles of compliance and sanctions is not accepted.

<sup>14</sup> If yes, please indicate the name(s) of companies.



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37.	Are there close relatives of the owner, the management, or the main working group working at "Baku Steel Company" CJSC?	Yes <input type="checkbox"/> Name, surname, position, department of a close relative(s): _____ _____			No <input checked="" type="checkbox"/>
38.	Information about the person who filled out this questionnaire as a contact person in case of question(s):	37.1. Name and surname:	37.2. Contact number:	37.3. e-mail address:	
		Журтанов Аслан УТИНЬЯСОВИЧ	Тел.:+7 (917) 1117115, доб. 280 Сот.:+7 (917) 9622135	zha@npp-promtek.com	
<b>COMPLETION</b>					
39.	The information about the responsible person who approved the questionnaire:	<i>"I confirm the authenticity and integrity of the information provided above. I accept the legal responsibility that may arise in case of inaccuracies in the data."</i>			
		39.1. Name and surname:	39.2. Position:		
		Муравьев Даниил Николаевич	Генеральный директор		
		39.3. Date (day, month, year):	39.4. Signature and a stamp:		
		11.11.2024			