

PUBLIC OFFER

for the conclusion of a service agreement provided by "HAYOT BIRJA" (Hayot Notify)

1. A joint venture in the form of a joint-stock company, hereinafter referred to as "HAYOT BIRJA" (Hayot Notify), represented by the General Director _____, acting on the basis of the Charter, hereby expresses its readiness to conclude a service agreement for the organization of _____ under the following conditions:
 - The term of the contract is 1 year from the date of acceptance by the customer's or participant's electronic digital signature, which is extended for the same period unless the customer or participant submits a proposal to terminate the contract one month before the expiration of the term;
 - The obligations of customers, participants, and their agents to comply with the legal regulations of the Republic of Uzbekistan and local acts;
 - The obligations of customers and participants when carrying out _____;
 - The customer's responsibility for any actions performed on the website by their employees or persons engaged by them;
 - The customers' obligations to timely pay for the services of the website;
 - The website's right to suspend the customer and/or participant.
2. Applicants are considered to have concluded a public service agreement with the contractor for _____, the essential terms of which are defined as follows:
 - Law of the Republic of Uzbekistan _____;
 - Regulations on the procedure _____;
 - Local service acts.
3. The agreement is considered concluded and enters into force from the moment the applicant signs this acceptance with their electronic digital signature, after which the contractor begins to fulfill their obligations, and it remains in effect until terminated according to the requirements of the law.
4. The customer guarantees 100% payment under the service agreement to the contractor.
5. Currently, all days on the website are considered business days.
6. Details of JSC "HAYOT BIRJA":

JOINT-STOCK COMPANY "HAYOT BIRJA"

JSC "HAYOT BIRJA"

Legal address: 100000, Tashkent, Yashnabad District,
114A Makhtumkuli Street

Capital Bank

Account: 20214000205122905002

Bank code: 00974

HAYOT BANK

Account: 20214000505122905003

Bank code: 01198

Payment code: 00668

TIN: 306712636

OKED: 64190

DETAILS FOR BUDGET ORGANIZATIONS

Account for 100% payment of contracts:

700110860262667950600262002

Privacy Policy and Terms of Use

This Privacy Policy (hereinafter referred to as the "Policy") is developed in accordance with the norms and requirements of the Law of the Republic of Uzbekistan "On Personal Data" and regulates the relations between JSC "HAYOT BIRJA" and individuals and legal entities whose personal data are processed.

Accessing the Special Information Portal for Public Procurement of JSC "HAYOT BIRJA" or using it constitutes consent and unconditional acceptance of the Terms of Use and Privacy Policy.

1. Basic terms used in the Privacy Policy:

1.1. Personal data — information recorded on electronic, paper, or other material media, related to a specific individual or legal entity that allows their identification;

1.2. Personal data database — a database in the form of an information system containing personal data;

1.3. Processing of personal data — the implementation of one or a combination of actions for the collection, systematization, storage, modification, addition, use, provision, dissemination, transfer, anonymization, and destruction of personal data;

1.4. User — a user of the portal's services, residents, and non-residents of the Republic of Uzbekistan, individuals or legal entities whose personal data are processed;

1.5. Operator — the owner of the Special Information Portal for Public Procurement of JSC "HAYOT BIRJA," who processes personal data through the portal;

1.6. Unauthorized access — access to the portal in violation of the employee's duties, access to information not publicly accessible by individuals without permission. Unauthorized access may also refer to accessing information beyond the necessary scope for job responsibilities.

2. Agreement conditions

2.1. The User freely, by their will and in their interest, gives consent to the following methods of processing their personal data: collection, recording, systematization, accumulation, storage, clarification (updating, modification), extraction, use, transfer (provision, access), anonymization, blocking, deletion, destruction of personal data.

2.2. The Operator reserves the right to update, amend, and supplement the Portal's Privacy Policy at any time.

2.3. The Operator recommends Users review any changes made to the Privacy

Policy. The Operator informs all registered Users of changes through the news section of the portal by posting updates there.

2.4. Changes to the Portal's Privacy Policy take effect after the updated policy is published on the portal.

2.5. The Operator independently determines the procedure and principles for collecting and systematizing personal data.

2.6. The storage of personal data is carried out in a way that allows for the identification of the User to the extent required by the purposes previously declared during the collection of personal data.

3. Procedure for collecting, storing, transferring, and other types of personal data processing

3.1. The security of personal data is ensured by the implementation of legal, organizational, and technical measures necessary to comply with the requirements of current legislation in the field of personal data protection.

3.2. The Operator ensures the confidentiality of personal data, excluding unauthorized access.

3.3. It is prohibited to disclose and disseminate personal data without the User's consent or other legal grounds.

3.4. The User must ensure the confidentiality, security, and non-disclosure of their login credentials, passwords, and electronic digital signatures to avoid unauthorized access.

4. Use of data

4.1. The purpose of processing the User's personal data is to conclude, perform, and terminate civil-law contracts; to provide access to the portal's services, information, and/or materials.

4.2. The Operator reserves the right to send the User notifications about new products and services, special offers, and various events.

4.3. The information collected on the portal is critical to ensure the security and reliability of services. Having this information allows timely identification and blocking of threats, preventing harm to the Special Information Portal for Public Procurement of the Operator, Users, and public interests.

5. Legal grounds for processing personal data

5.1. The Operator processes the User's personal data only if they are filled out and/or sent by the User through special forms on the portal. By filling out the appropriate forms and/or sending their personal data to the Operator, the User agrees to this Policy.

5.2. The Operator processes anonymized User data if allowed in the browser settings (cookie storage enabled and JavaScript technology in use).

6. Use of data posted on the portal

6.1. The Operator of the Portal may not share the opinions of the authors of materials, data, and other information posted on the portal. The Operator is not responsible for the accuracy of the information published on the portal and does not provide reference information.

6.2. Quoting of materials, data, and other information posted on the portal is permitted to the extent of no more than 30% of the original text, with a mandatory reference to the portal. When quoting materials, data, and other information posted on the Internet, a hyperlink to the specific page of the Portal is mandatory.

6.3. Reproduction, copying, duplication, dissemination, and other uses of information,

data, and other materials posted on the portal are only permitted with prior written permission from the portal administration.

7. Final provisions

7.1. The User may receive any clarification on issues related to the processing of their personal data, quoting, and copying data, materials, and information posted on the portal by contacting the Operator via the feedback form.

7.2. Any changes in the Operator's personal data processing policy will be reflected in this document. The Policy is valid indefinitely until it is replaced by a new version.

7.3. Persons responsible for violating this Policy are liable as provided by law.

Ethical Conduct Rules of JSC "HAYOT BIRJA"

These Ethical Conduct Rules (Corporate Ethics Code) of JSC "HAYOT BIRJA" (hereinafter referred to as the Rules) have been developed in accordance with the Law of the Republic of Uzbekistan "On Public Procurement" and the Model Rules of Ethical Conduct for Employees of Public Administration and Local Executive Authorities. They define uniform principles and rules of ethical behavior in professional and non-professional activities, as well as requirements for professional training at JSC "HAYOT BIRJA" (hereinafter referred to as the Operator). The Operator requires all its employees to comply with the ethical standards, values, and norms outlined in these Rules and expects clients, partners, and competitors to adhere to them as well.

1. General Provisions 1.1. The following terms and definitions are used in these Rules:
 - Operator's image – the perception (judgment) formed in the minds of clients, partners, and the public regarding the Operator, the quality of its services, reputation, reliability, loyalty to partners, transparency, and business activity;
 - Client – an individual participating in electronic public procurement as a customer, participant, or contractor;
 - Damage to the Operator's image – dissemination of false, inaccurate, or defamatory information about the Operator or its employees, either orally or in writing, including through social media, leading to a deterioration in public opinion and other negative consequences;
 - Principles of ethical behavior – a mandatory set of principles, standards, values, and norms that regulate personal and professional behavior, aimed at protecting employees from unethical conduct;
 - Anti-corruption behavior standards – rules containing a list of actions and measures aimed at preventing and overcoming corruption-prone situations and their consequences;
 - Employee – a worker of the Operator with whom the Operator has signed an employment contract or a civil law agreement.

1.2. The requirements of these Rules are mandatory for all employees of the Operator in their professional activities and/or in their relationships with each other, clients, and other parties. 1.3. The primary goals and objectives of these Rules are:

- Creating a predictable and comfortable business environment in public procurement;

- Ensuring uniform and correct application of the principles of ethical behavior by employees;
 - Preventing violations of ethical behavior principles, infringement of clients' rights, and damage to the Operator's property and reputation;
 - Establishing professional-ethical standards for anti-corruption behavior. 1.4. The Operator's bodies and officials develop and implement measures to prevent violations of ethical behavior principles, as well as identify and eliminate causes and conditions that contribute to such violations.
2. Basic Principles of Ethical Behavior 2.1. Ethical conduct norms are based on the main principles derived from business customs and best business practices. 2.2. The main principles of ethical behavior include:
- Openness, transparency, and publicity of ethical norms;
 - Honesty, integrity, and trust in relationships;
 - Strict adherence to the law in business practices and anti-corruption standards;
 - Professionalism of the Operator's employees;
 - Information transparency;
 - Tolerance and high standards of behavior and relationships;
 - Fair competition among clients;
 - Maximum efficiency and savings;
 - Openness and transparency at all stages of procurement;
 - Prevention of corrupt actions and abuses.

2.3. In their daily activities, employees of the Operator must strictly and consistently comply with the laws of the Republic of Uzbekistan. No reference to extraordinary situations or special circumstances can justify a violation of the law. If an employee becomes aware that another employee is unintentionally violating or may violate the law or the Operator's internal regulations, they are obliged to inform the violator of the legal consequences. If an employee becomes aware of another employee's intention to break the law, they must take all measures to prevent the violation, including notifying the appropriate oversight bodies.

2.4. Corruption-prone behavior, in the context of these Rules, is any action or inaction by an employee in a conflict of interest that creates conditions for personal gain or advantages for themselves or others through unlawful use of their position. Regardless of their position, employees must take anti-corruption measures to prevent and overcome corruption-prone situations and their consequences. Employees are morally obligated to immediately report to their direct supervisor any attempt to involve them in corrupt activities.

2.5. Employees must treat all clients equally and avoid creating preferential relationships to the detriment of others or showing discriminatory behavior.

2.6. Employees must avoid conflicts of interest that could harm the Operator or its clients.

2.7. A conflict of interest arises when:

- An employee's personal interest influences or may influence the objective performance of their duties;
- An employee's interest conflicts with the legitimate interests of clients, potentially causing harm.

2.8. To avoid conflicts of interest, employees must not:

- Give unilateral advantages to some clients to the detriment of others;
- Discriminate against clients during service based on any grounds;
- Participate in electronic public procurement;
- Enter into commercial agreements with clients involving joint activities.

2.9. The Operator must ensure equal treatment of clients.

2.10. One of the key principles of the Operator's activity is information transparency, limited only by the need to protect commercial and professional secrets.

2.11. Employees must maintain confidentiality of information accessed during the performance of their duties. Unauthorized disclosure or sharing of confidential information is prohibited.

2.12. Employees are forbidden from spreading false rumors or defamatory statements that could damage the Operator's image or reputation.

2.13. Employees must be tolerant of other cultures, beliefs, and values, avoiding any form of disrespect or disregard for established norms and traditions.

2.14. In communication, employees must show respect and tolerance. The use of offensive language or threats is strictly prohibited.

2.15. The principle of fair competition among procurement participants is closely tied to non-discrimination.

2.16. To achieve savings, clients must carefully plan procurement, taking into account technical requirements, evaluation criteria, and contract terms.

2.17. To ensure transparency, clients should publish annual procurement plans in advance and respond promptly to inquiries from individuals and media.

2.18. Corruption prevention is achieved through transparency, internal controls, reporting, and accountability for legal violations.

3. Conflict of Interest and Measures for Prevention 3.1. Employees must avoid personal interest that could lead to conflicts of interest.

3.2. To prevent conflicts, employees must:

- Refuse inappropriate benefits;
- Report conflicts of interest to their supervisor;
- Break off questionable relationships;
- Combat corruption and expose corrupt practices.

4. Employee Professional Development and Training 4.1. The Operator must ensure a high level of professionalism and competence among employees.

5. Misconduct 5.1. Behavior that violates these Rules is considered misconduct and is subject to disciplinary action.

6. Final Provisions 6.1. These Rules are approved by the Operator and take effect upon publication on the Operator's information portal.