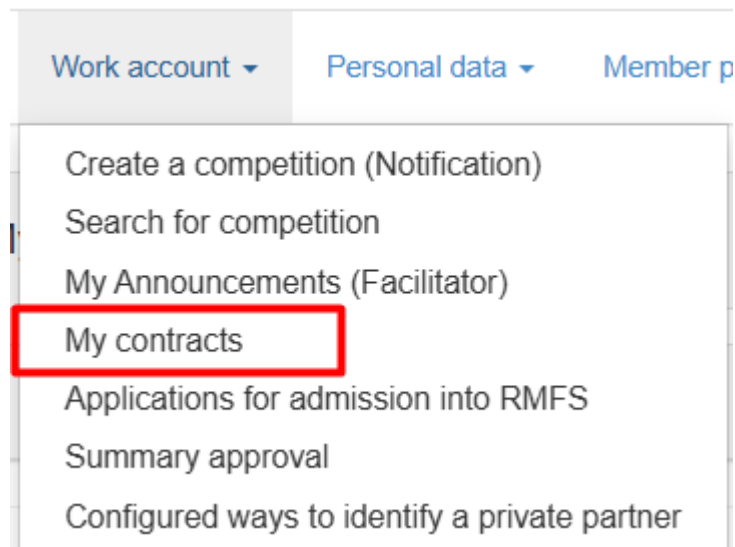


Contracts

- [Creating an contract card](#)
- [Deleting an contract card](#)
- [Cancellation of the contract](#)
- [Contract approval](#)
- [Signing the contract](#)
- [Contract execution](#)
- [Termination of the contract](#)
- [Creating an additional contract](#)

The contract management section is available under the "**Work account**" tab in the "**My contracts**" section.

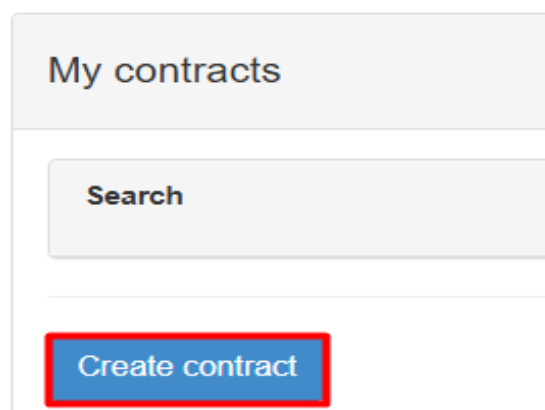


Contracts are created for lots (projects) with the following status:

- "**Competition Completed**" - if the competition procedure has been completed successfully.

Creating a contract card

To create a contract card, click on the "**Create Contract**" button.



Clicking the button opens the contract record creation form.

My contracts / Create contract

Competition number

Show a potential private partner

On this form, enter the competition number and click the "Create" button.

My contracts / Create contract

Competition number

Show a potential private partner

☐ ☐ 1

Create

1	Contest number	Fill in the number of the Competition that took place
---	----------------	---

The system will create a contract card and assign the 17-digit XXXXXXXXXXXX/YYYYYY/ZZ system number of the contract, in which:

- XXXXXXXXXXXX – BIN of the Public partner.
- YYYYYY – the sequential contract number assigned by the Public Partner, where the first two digits represent the fiscal year of the lot (project).
- ZZ - the contract type: **00** for the main contract; **01, 02, ..., 0N** for supplementary contracts, where **N** is the sequential number of the supplementary contract associated with the contract.

When creating a card, the contract is assigned the status "Project".

Contract card № 071140005694/260009/00

The contract card contains the following sections:

- Common;
- Contract items;
- Parties to the agreement;
- Contract;
- Cancellation of the conclusion;
- Approval log.

Contract card № 071140005694/260009/00

Common Contract items Parties to the agreement Contract Cancellation of the conclusion Approval Log Registration with the Treasury

General information

Type	Main contract	Contract status	Draft contract
Competition number	400926-1	Financial year of the agreement	2026
Main Agreement number	071140005694/260009/00	Contract conclusion form	Atypical form
Date when the agreement was created	2026-07-07 10:36:33	The construction period of the PPP Facility	with by
Date when the agreement was last modified		The period of operation of the PPP facility by a private partner	with by
Basis for entering into the agreement	Minutes of the competition results 400926-1	The terms of the PPP facility are up to the technical and economic indicators established by the contract	with by
Contract currency	Kazakh tenge	Term of the agreement	with by

In the "**Common**" tab please fill in the required fields:

- The construction period of the PPP Facility;
- The period of operation of the PPP facility by a private partner;
- The terms of the PPP facility are up to the technical and economic indicators established by the contract;
- Term of the agreement.

Contract card № 071140005694/260009/00

Common

Contract items 0

Parties to the agreement

Contract

Cancellation of the conclusion

Approval Log

Registration with the Treasury

General information

Type	Main contract	Contract status	Draft contract
Competition number	400926-1	Financial year of the agreement	2026
Main Agreement number	071140005694/260009/00	Contract conclusion form	Atypical form
Date when the agreement was created	2026-07-07 10:36:33	The construction period of the PPP Facility	with  by 
Date when the agreement was last modified		The period of operation of the PPP facility by a private partner	with  by 
Basis for entering into the agreement	Minutes of the competition results 400926-1	The terms of the PPP facility are up to the technical and economic indicators established by the contract	with  by 
Contract currency	Kazakh tenge	Term of the agreement	with  by 

Save

After filling in the form, click on the **"Save"** button.



The "**Contract Items**" tab contains two sections:

- Available projects (lots);
- Selected projects (lots).

Contract items

Available projects (lots) display projects (lots) that meet the criteria specified on the contract card creation form.

Select the required projects (lots) and click the "**Add selected items**" button.

#	Project lot(number)	Name of the project (lot) in Kazakh	Name of the project (lot) in Russian	Name of the project (lot) in English	Brief description of the project	Project goals and objectives	Scope (branch) of project implementation	Place of implementation	Project (budget)level	Item type	Object capacity	Investment Period	Operational period	Investment Costs (KZT)	Operating Costs (KZT)	Contact details	State partner	Representat of the state partner
10	10-01-001											2020-09-01-2020-09-30	2020-09-01-2020-09-30	0	0		«Астана» ЖШС	Төрағасы Қасымжан Әбдіқалиұлы

Attention! After adding the selected projects (lots), the System displays the **"Available projects(lots)"** sections for filling in, and **the approval log also** shows the actions of the State Partner and Potential Private Partner to approve the contract.

The added projects (lots) are displayed in the **"Selected projects(lots)"** section. If necessary, mistakenly added projects(lots) can be deleted by clicking on the **"Delete selected"** button.

Common

Contract items

Parties to the agreement

Contract

Cancellation of the conclusion

Approval Log

Registration with the Treasury

Contract items

Available projects (lots)

Selected projects (lots)

#	Project (lot)number	Name of the project (lot) in Kazakh	Name of the project (lot) in Russian	Name of the project (lot) in English	Brief description of the project	Project goals and objectives	Scope (branch) of project implementation	Place of implementation	Project (budget)level	Item type	Object capacity	Investment Period	Operational period	Investment Costs (KZT)	Operating Costs (KZT)	Contact details	State partner	Represent of the stat partner
☐	4494236-OK1	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]

Delete selected items

Next, click on the hyperlink with the project(lot) number.

Contract items

Available projects (lots)

Selected projects (lots)

#	Project (lot)number	Name of the project (lot) in Kazakh	Name of the project (lot) in Russian	Name of the project (lot) in English	Brief description of the project	Project goals and objectives	Scope (branch) of project implementation
☐	4494236-OK1	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]	TEST[10]

When clicked, the detailed project(lot) view form opens:

Contract subject № 3198

Detailed information

Competition documentation

Appendices to the agreement

Project (lot)number	4494236-OK1
Name of the project (lot) in Kazakh	TEST[10]
Name of the project (lot) in Russian	TEST[10]
Name of the project (lot) in English	TEST[10]
Short description	TEST[10]
Project goals and objectives	TEST[10]
Scope (branch) of project implementation	TEST[10]
Project implementation location	TEST[10]
Project (budget)level	TEST[10]
Item type	TEST[10]
Object capacity	TEST[10]
Investment Period From 2026-08-01	Investment Period To 2026-12-31
Operational Period From 2027-01-11	Operating Period To 2027-03-05
Investment Costs (KZT)	10000000
Operating Costs (KZT)	10000000

Go back to the list of items

Save

In the **"Contract subject"** tab, fill in the required fields:

- Investment period;
- Operational period;

- Investment costs;
- Operating costs.

After filling in all the fields, click on the "**Save**" button.

Next, go to the "**Competition documentation**" tab.

On the competition documentation tab, the State Partner must upload the competition documentation for the completed competition.

After attaching the tender documentation, click on the "**Save**" button.

Next, go to the "**Attach applications**" tab.

In the app attachments tab, the state partner must attach the completed application(s), which the state partner can download from the "**Applications**" tab.

After attaching the Competition documentation, click on the "**Save**" button.

The **"Parties to the agreement"** tab displays information about the public partner and potentially the private partner.

Contract card № 071140005694/260009/00

Common

Contract items 1

Parties to the agreement

Contract

Cancellation of the conclusion

Approval Log

Registration with the Treasury

Parties to the agreement

State partner

Name of the state partner (in Kazakh)
Ақпараттық коммуникациялық желілерді дамыту және қолдану
Қазақстан Республикасы

Name of the state partner (in Russian)
Ақпараттық коммуникациялық желілерді дамыту және қолдану
Российская Федерация

BIN
071140005694

Potentially private partner

Name of potential private partner (in Kazakh)
1

Name of potential private partner (in Russian)
1

BIN/VIN
0000000000

The **"Contract"** tab contains one section:

- Contract.

Contract card № 071140005694/260009/00

Common

Contract items 1

Parties to the agreement

Contract

Cancellation of the conclusion

Approval Log

Registration with the Treasury

Contract

Dear user, you need to attach the contract

Attach a file

Add a file

Appendix No. 1 (in Russian)

Номер проекта (лота)	Наименование проекта (лота) на казахском языке	Наименование проекта (лота) на русском языке	Наименование проекта (лота) на английском языке	Краткое описание проекта	Цели и задачи проекта	Сфера (отрасль) реализации проекта	Место реализации	Уровень проекта (бюджета)	Вид объекта	Мощность объекта	Инвестиционный период	Эксплуатационный период	Инвестиционные затраты	Эксплуатационные затраты	Контактные данные
1	Ақпараттық коммуникациялық желілерді дамыту және қолдану	Ақпараттық коммуникациялық желілерді дамыту және қолдану	Ақпараттық коммуникациялық желілерді дамыту және қолдану												Ақпараттық коммуникациялық желілерді дамыту және қолдану Қазақстан Республикасы Ақпараттық коммуникациялық желілерді дамыту және қолдану Российская Федерация

Save

The State Partner must upload the **"Contract"** file and select the authorized body that will review the current contract. After completing all required fields, click the **"Save"** button.

Contract

Dear user, you need to attach the contract

AV Verification: Проверка пройдена

EDS verification: Проверка успешно пройдена

Delete file

Add a file

Appendix No. 1 (in Russian)

Номер проекта (лота)	Наименование проекта (лота) на казахском языке	Наименование проекта (лота) на русском языке	Наименование проекта (лота) на английском языке	Краткое описание проекта	Цели и задачи проекта	Сфера (отрасль) реализации проекта	Место реализации	Уровень проекта (бюджета)	Вид объекта	Мощность объекта	Инвестиционный период	Эксплуатационный период	Инвестиционные затраты	Эксплуатационные затраты	Контактные данные
1	Ақпараттық коммуникациялық желілерді дамыту және қолдану	Ақпараттық коммуникациялық желілерді дамыту және қолдану	Ақпараттық коммуникациялық желілерді дамыту және қолдану							2000-00-00	00-00			+77718000047	Ақпараттық коммуникациялық желілерді дамыту және қолдану Қазақстан Республикасы Ақпараттық коммуникациялық желілерді дамыту және қолдану Российская Федерация

Save

Go back to the list of contracts

Next, the State Partner must click the "Approve and submit for PPP Approval" button.

Contract

✖

Договор

Document	Author	Organization	Date of creation	Signature
11111111	010000000000000000000000	АХДМХК нази ҲТ	2026-07-07 11:23:34	Show

Dear user, you need to attach the contract

Attach a file

Add a file

Appendix No. 1 (in Russian)

Номер проекта (попа)	Наименование проекта (попа) на казахском языке	Наименование проекта (попа) на русском языке	Наименование проекта (попа) на английском языке	Краткое описание проекта	Цели и задачи проекта	Сфера (отрасль) реализации проекта	Место реализации	Уровень проекта (бюджета)	Вид объекта	Мощность объекта	Инвестиционный период	Эксплуатационный период	Инвестиционные затраты	Эксплуатационные затраты	Контактные данные	Государственный партнер
11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111	11111111

Save

Approve and submit the PPP for approval

Go back to the list of contracts

The "Approval Log" tab shows the actions of the Public Partner and potentially private partner to approve the contract.

Общие

Предметы контракта

Стороны контракта

Проект договора

Отмена заключения

Журнал согласования

Журнал согласования

Заказчик

Поставщик

Изменились данные по полю Номер контракта с [] на [010013245/2100013/00]

Доставлено 2021-04-08 13:28:37

Изменились данные по полю Описание контракта на таджикском языке с [] на [010013245/2100013/10]

Доставлено 2021-04-08 13:28:37

Изменились данные по полю Описание контракта на русском языке с [] на [010013245/2100013/20]

Доставлено 2021-04-08 13:28:37

Изменились данные по полю Срок действия контракта с [] на [2021-12-30 00:00:00]

Доставлено 2021-04-08 13:28:37

Изменились данные по полю Планируемая дата исполнения с [] на [2021-12-30 00:00:00]

Доставлено 2021-04-08 13:28:37

The State Partner/Potential Private Partner may send a message to the Potential Private Partner/State Partner. To do so, enter the message text in the input field and click the "Send Message" button.

Common
Contract items 1
Parties to the agreement
Contract
Approval Log
Registration with the Treasury

АХДМКС назди ХЧТ
О***** Т***** С****
Государственный партнер согласовал и отправил договор на согласование Потенциальному частному партнеру
Delivered 2026-01-20 12:28:24

О***** Т***** С****
Государственный партнер подписал договор
Delivered 2026-01-20 12:29:58

Send a message

Go back to the list of contracts

Deleting a contract card

A contract card can only be deleted when it is in the "Draft" status. To delete a contract record, on the Contracts page, click the delete icon  in the row of the required contract..

Create contract

Contract number	BIN/IIN of a potential private partner	Contract type	Contract status	Method for identifying a potential private partner	Fiscal year	Potential Private Partner Name	
010013245230009001	1111111111	Main contract	Draft contract	One-stage competition	2025	1	

When the icon is clicked, the System prompts the user to confirm the action.

Action Confirmation

Do you really want to delete the contract?

No
Yes, delete

In case of confirmation, the contract card is deleted. If the contract card with the **"Supplementary Contract"** type has been deleted, then upon deletion, the status of the main contract (or the previous concluded supplementary contract) returns from **"Additional contract created"** to **"Valid"**.

Editing a contract card

Editing of the tabs **"General"**, **"Subjects of the contract"**, **"Contract"** is available in the status of the card **"Contract project"**.

To edit the card, click on the link with the contract number:

Создать договор

Номер договора	БИН/ИИН потенциального частного партнера	Тип договора	Статус договора	Способ определения потенциального частного партнера	Финансовый год	Наименование потенциального частного партнера	
010013245230009001	1111111111	Основной договор	Проект договора	Соперничающий конкурс	2025	ИП ООО "ИП" (ИП) - государственное учреждение "Технический центр"	

Cancellation of the contract

If the contract has not been concluded, in the **"Cancellation of the conclusion"** section, fill in the "Reason for cancellation of the contract" field and attach a scan of the confirmation document. When you click on the **"Save"** button, the **"Approve file"** button will be displayed, then you should click on the **"Save"** button again.

Contract card № 071140005693/260004/00

Common Contract items 1 Parties to the agreement Contract Cancellation of the conclusion Approval Log Registration with the Treasury

Grounds for cancellation of the contract conclusion

Attach a file

Add a file

Save

Go back to the list of contracts

Common Contract items 1 Parties to the agreement Contract Cancellation of the conclusion Approval Log Registration with the Treasury

Grounds for cancellation of the contract conclusion

test test

Document	Author	Organization	Date of creation	Signature
rrr btd	Организация	Организация	2026-07-07 11:40:53	Show

Cancel the conclusion of the agreement

Attach a file

Add a file

Save

Go back to the list of contracts

When click on the **"Cancel the conclusion of the agreement"** button, the System will ask for confirmation of the action:

Action Confirmation

Do you really want to cancel the contract?

No Yes, cancel the conclusion

If the action is confirmed, the System changes the status of the card to **"Contract not concluded"**.

Создать договор						
Номер договора	БИК/ИНН потенциального частного партнера	Тип договора	Статус договора	Способ определения потенциального частного партнера	Финансовый год	Наименование потенциального частного партнера
00000000000000000000	00000000000000000000	Самостоятельный договор	Договор не заключен	Самостоятельный договор	2026	ООО "ИП/ООО - потенциальный частный партнер "Сбер Банк"

Signing the contract

Before clicking on the "Sign" button check the correctness of the filled-in data in all tabs.

Common

Contract items 1

Parties to the agreement

Contract

Approval Log

Registration with the Treasury

Contract

Договор

Document	Author	Organization
Дополнение1.docx	О***** Т***** С****	АХДМКХ наэди ХҰТ

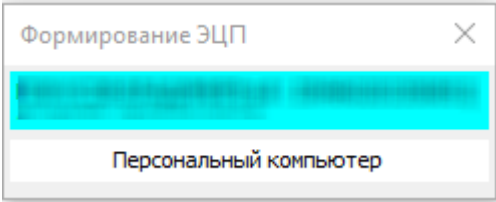
Appendix No. 1 (in Russian)

Номер проекта (лота)	Наименование проекта (лота) на казахском языке	Наименование проекта (лота) на русском языке	Наименование проекта (лота) на английском языке	Краткое описание проекта	Цели и задачи проекта	Сфера (отрасль) реализации проекта	Место реализации	Уровень проекта (бюджета)	Вид объ
Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2	Одноэтапный тест2

Sign

Go back to the list of contracts

When the "Sign" button is clicked, the System displays a pop-up window for signing the contract using an Electronic Digital Signature (EDS) certificate.



After the contract is signed by a public partner, the status of the contract will change to "Under signing by a potentially private partner".

Create contract

Contract number	BIN/IN of a potential private partner	Contract type	Contract status	Method for identifying a potential private partner	Fiscal year	Potential Private Partner Name	
071140005694/260009/00	111111111111	Main contract	Under the signature of a potential private partner	One-stage competition	2026	1	

As soon as the potential private partner signs the contract, the contract status will change to "In force". Additionally, the sections "Contract Termination", "Execution" and "Supplementary Contract" will be displayed.

Attention! In the "Valid" status the contract is not available for editing.

To execute the contract, you need to add payments from a potentially private partner **in the "Execution - Payment Information" tab.**

This tab contains the following sections:

- To add a payment, you need to fill in the contract amount, payment date, payment amount, information about the payment document, and click **"Save"**.

Contract card № 071140005694/260008/00

Common Contract Items **Parties to the agreement** Contract **Execution** Additional agreement Approval Log Contract enforcement Registration with the Treasury

Payment Information Contract Items

Amount under the agreement: 120000 Save

Payment amount: 0

Payment Date	Payment amount	Information about the payment document

Save Send for execution to the state partner

Application

Приложение 1

Attach a file

Save

The form for adding payments displays information for entering amounts correctly: "Amount under the agreement: XXXXXX".

Attention! The total amount of payments should not exceed the amount under the contracts.

If the payment is saved successfully, the payment is displayed in the payment table and can be deleted.

Contract card № 071140005694/260008/00

Common Contract Items **Parties to the agreement** Contract **Execution** Additional agreement Approval Log Contract enforcement Registration with the Treasury

Payment Information Contract Items

Amount under the agreement: 120000

Payment amount: 120000

Payment Date	Payment amount	Information about the payment document

Save Send for execution to the state partner

Payment ID	Payment Date	Payment amount	Information about the payment document
627	2026-07-07	120000	

In the "Payment Information" tab, a potential private partner must attach and save a document with attachments to the contract.

Application

Приложение 1

Attach a file

Save

After making payments in the "Payment Information" tab, fill in the transaction details in the "Contract Items" tab and click on the "Save" button.

To do this, click on the "Contract Items" tab.

Contract card № 071140005694/260008/00

Common Contract Items 1 Parties to the agreement Contract **Execution** Additional agreement Approval Log Contract enforcement Registration with the Treasury

Payment Information **Contract Items**

Transaction details

Contract No.	071140005694/260008/00
Date when the agreement was created	2026-06-10 09:58:41
Execution period from / to	from 2026-06-10 to 2026-06-17
State partner	APPROVED GBT
BIN	071140005694
Potentially private partner	1
Fulfillment of obligations by the state partner under the Agreement	
Fulfillment of obligations by a potentially private partner under the Agreement	
Payment terms/Procedure for making payments stipulated by the transaction	
	Attach a file
Письмо-гарантия потенциального частного партнера о том, что он является платежеспособным, не подлежит ликвидации, на его имущество не наложен арест, его финансово-хозяйственная деятельность не приостановлена, что он не привлекался к ответственности за неисполнение или ненадлежащее исполнение им обязательств по заключенным договорам ГЧП в течение последних трех лет на основании решения суда, вступившего в законную силу	Attach a file

Save

Go back to the list of contracts

An example of filling in transaction details is shown below:

Contract card № 071140005694/260008/00

Common Contract Items 1 Parties to the agreement Contract Execution **Additional agreement** Approval Log Contract enforcement Registration with the Treasury

Payment Information Contract Items

Transaction details

Contract No.	071140005694/260008/00
Date when the agreement was created	2026-06-10 09:58:41
Execution period from / to	from 2026-06-10 to 2026-06-17
State partner	APPROVED GBT
BIN	071140005694
Potentially private partner	1
Fulfillment of obligations by the state partner under the Agreement	test
Fulfillment of obligations by a potentially private partner under the Agreement	test111
Payment terms/Procedure for making payments stipulated by the transaction	test222
	rr.btl 68 байт AV Verification: ✓ Проверка пройдена EDS verification: ✓ Проверка успешно пройдена Delete file
Письмо-гарантия потенциального частного партнера о том, что он является платежеспособным, не подлежит ликвидации, на его имущество не наложен арест, его финансово-хозяйственная деятельность не приостановлена, что он не привлекался к ответственности за неисполнение или ненадлежащее исполнение им обязательств по заключенным договорам ГЧП в течение последних трех лет на основании решения суда, вступившего в законную силу	rr.btl 68 байт AV Verification: ✓ Проверка пройдена EDS verification: ✓ Проверка успешно пройдена Delete file

Save

To execute the contract, click on the **"Send for execution to the state partner"** button on the payment information form.

For example: the planned amount is 5 somoni.

- the amount under the concluded contract is 15,000 tenge.
- the amount of actual payments is 15,000 tenge.

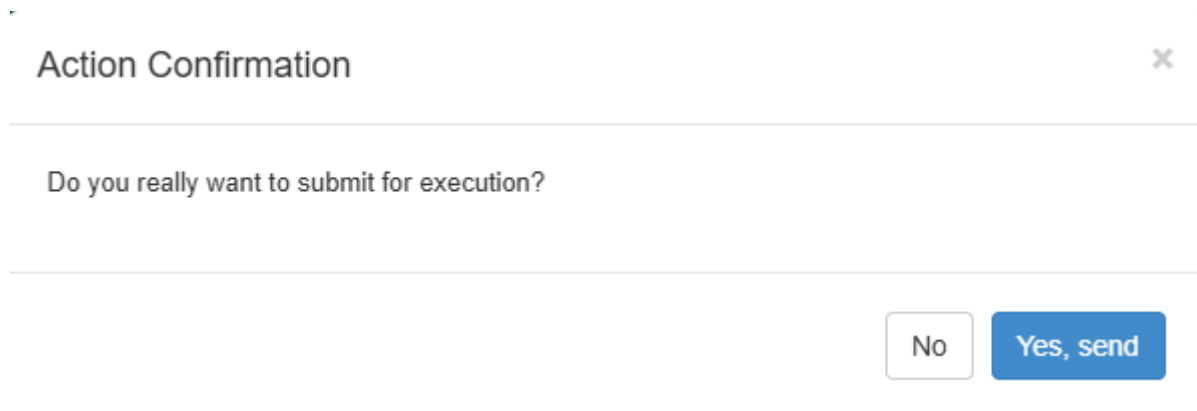
Attention! Before executing the contract, make sure that the entered data is correct and complete.

When executing, the System checks:

- for a distributed payment. If there is no payment, the System should return an error text: **"There are no distributed payments under the contract"**.

- The amount of added payments must be equal to the amount of distributed payments. If the amount of distributed payments is less, the System should return an error text: **"You have unallocated payments."**

When you click on the "Send for execution to the state partner" button, the System will ask for confirmation of the action:



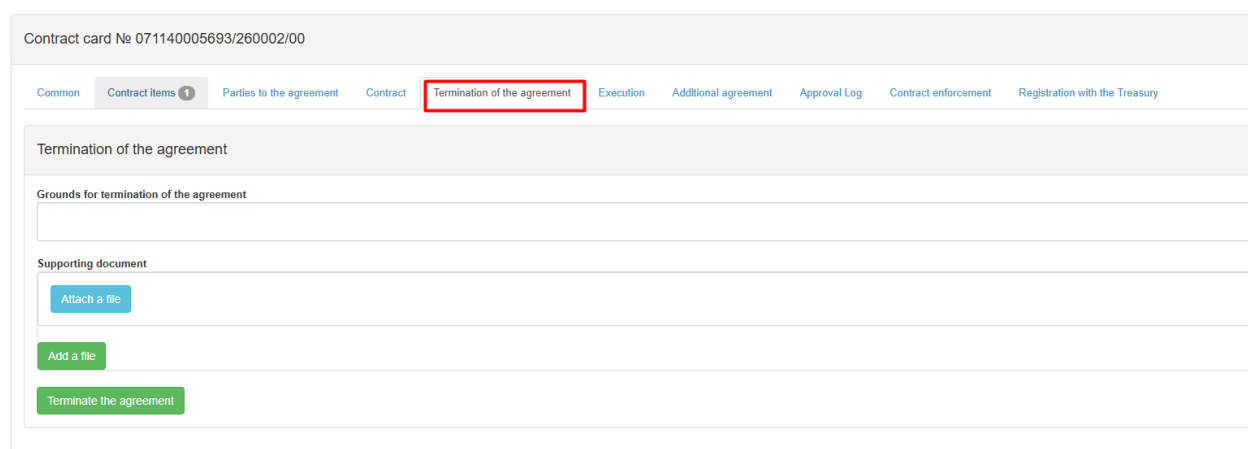
The image shows a modal dialog box titled "Action Confirmation" with a close button (X) in the top right corner. The main text inside the dialog asks, "Do you really want to submit for execution?". At the bottom right, there are two buttons: a white button labeled "No" and a blue button labeled "Yes, send".

Upon confirmation, the System changes the status of the contract to **"Under execution with the state partner"**.

Termination of the agreement

The System provides for the possibility of contract termination for contracts with the **"In force" status**.

To terminate the contract, go to the **"Termination of agreement"** tab:



The image displays the "Termination of the agreement" tab within a contract management system. At the top, a header bar shows the contract card number: "Contract card № 071140005693/260002/00". Below this is a navigation menu with several tabs: "Common", "Contract items 1", "Parties to the agreement", "Contract", "Termination of the agreement" (which is highlighted with a red border), "Execution", "Additional agreement", "Approval Log", "Contract enforcement", and "Registration with the Treasury". The main content area of the "Termination of the agreement" tab includes a section titled "Termination of the agreement" with a sub-section "Grounds for termination of the agreement" containing a text input field. Below this is a "Supporting document" section with an "Attach a file" button. At the bottom, there are two green buttons: "Add a file" and "Terminate the agreement".

In this tab, you must fill in the "Grounds for termination of the agreement" field and attach a scanned copy of the document confirming the termination of the contract.

In the **"Supplementary contract"** tab you must fill in the basis for creating an additional contract and click on the **"Create additional contract"** button.

Contract card № 071140005693/260002/00

Common

Contract items 1

Parties to the agreement

Contract

Termination of the agreement

Execution

Additional agreement

Approval Log

Contract enforcement

Registration with the Treasury

Additional agreement

Basis for additional information,agreements

and type of basis

Create an add-on agreement

Go back to the list of contracts

NOTE! If an additional contract has been created and is valid under the main contract, then the status of the main contract takes the status of **"Additional Contract Created"**. Actions in the main contract are not allowed. All necessary actions are performed in the supplementary contract. In particular, the conclusion of the following supplementary contract is carried out in the current supplementary contract.