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Approved by the Decision # 572 of the
Government of the Republic of Armenia
Of September 16 2000.

C H A R T E R

Of the State Procurement Agency Under the Government of the Republic of Armenia

I. General provisions

1. The State Procurement Agency of the Government of the Republic of Armenia (hereinafter Agency) is a Republican body of the Executive branch and is subject to the Government of the Republic of Armenia.
2. The Agency, within the scope of authority reserved to it by this Charter, may on behalf of the Republic of Armenia by its actions obtain and exercise property and personal non-property rights and obligations, as well as have standing in the courts.
3. The Agency shall be governed by the legislation and other legal acts of the Republic of Armenia, and this Charter.
4. The maintenance expenses of the Agency shall be financed at the expense of the funds allotted by the state budget of the Republic of Armenia.
5. The Agency has a seal with the image of the coat of arms of the Republic of Armenia and its name on it, a stamp, official letterhead and a treasury account.

II. The Main Objectives of the Agency

6. The main objectives of the Agency are:
 - a) Performance of centralized procurements for the state and community needs;
 - b) Registration of information regarding the centralized procurement procedure by drawing up corresponding documents within the scope of its authority;
 - c) Application of the procedures defined by the legislation of the Republic of Armenia with respect to illegal actions of the participants of centralized procurements;
 - d) Securing the right of equal participation in centralized procurements;
 - e) Securing the publicity of centralized procurements;
 - f) Formation of competition committees, securing of conditions necessary for their activities, liquidation of competition committees, according to the defined procedure;

10. The Head of the Agency has deputies who are appointed and dismissed by the Prime Minister of the Republic of Armenia, by the recommendation of the Head of the Agency.

11. In case of the absence of the Head of the Agency, his / her deputy shall perform the obligations of the Head of the Agency.

12. The Head of the Agency shall:

- a) Supervise the activities of the Agency, be responsible for the implementation by the Agency of objectives stipulated by this Charter;
- b) Define the authorities of the deputy head of the Agency, heads of the structural subdivisions;
- c) Approve the Charters of the structural subdivisions of the central staff of the Agency, the institutions of the system and the territorial subdivisions;
- d) Dispose of the property titled to the Agency according to the defined procedure, including the financial resources, issue authorization letters, enter into civil-legal and employment contracts;
- e) Select by a competition and appoint to a position by contract and dismiss the employees of the central staff of the Agency, the heads of the institutions of the system;
- f) Issue orders, give instructions, encourage the employees of the system according to the defined procedure and apply measures of disciplinary influence towards them, within the scope of the authority reserved to him / her by the legislation of the Republic of Armenia and this Charter;
- g) Organize work regulating and other consultations, sign protocols of the sessions;
- h) Submit for the approval of the Prime Minister of the Republic of Armenia, the structure of the central staff of the Agency, the number of the employees and the salary rates of each position;
- i) Within the scope of his / her authority, present clarifications with respect to issues related to the centralized procurements;
- j) Approve the official instructions of the employees of the central staff of the Agency;
- k) Represent the Agency in the Republic of Armenia, in other states and international organizations;
- l) Perform other functions reserved to him / her by the legislation of the Republic of Armenia and this Charter.

Dear Caroline Loussouarn Newman

I am glad that I have an opportunity to correspond with you. Thank you very much for your answer to my message. Your opinion is very important for me because research of laws and development of their projects demand collective work and combination of efforts.

I am glad to send you the legislation to the handbook on social partnerships. However I have not clearly understood what you mean when you write about the government decree (maybe from the Ministry of Health?). If you explain in more detail what you are exactly interested in, I shall try to find and send it.

I send you by means of fax The Rules of Activity of Competition Committee, The Rules on Publication of data about procurement and The Charter of Agency on the state procurement (in English).

Sincerely,

Anna Kurdova

Legal Specialist
NGOC