

## MINUTES No. 1

Opening of the Envelopes with Open Tender Offers on Shortlisting  
of an Auditing Company to Carry Out Mandatory Annual Audit  
of Transneft for 2017 and Review of Consolidated Interim  
Financial Statements according to IFRS for Quarter 1 of 2018

Moscow  
57 Bolshaya Polyanka St., office 2306

13 March 2017

**Chaired by:**

Tender Committee  
Chairman

M.S. Grishanin

**Those present:**

Deputy Chairman of  
Tender Committee

E.O. Fesenko

Members of Tender Committee:

M.I. Grishankov  
E.S. Nikitina  
Ya.V. Arefieva  
M.V. Russkikh

Secretary of Tender Committee:

S.E. Romanov

**Those absent:**

Members of Tender Committee:

I.I. Klebanov  
P.Yu. Serikov

7 members out of 9 are present at the meeting.  
The meeting is legally qualified.

**Those invited and representatives of procurement participants:**

for Transneft Finance, LLC

I.Z. Giliaziev

for KPMG, JSC

T.N. Astankovich

for Deloitte and Touche CIS CJSC

A.S. Gubarev  
T.A. Danilenko

Procurement Notice (Procurement No. 0673000000517000001) and tender documents were published on 20 February 2017 in the Unified Information System in the field of procurement ([www.zakupki.gov.ru](http://www.zakupki.gov.ru)) and on Transneft website ([www.transneft.ru](http://www.transneft.ru)). Procurement identification code 174770606180177060100100000006920000.

Meeting for opening of the envelopes with tender offers was held on 13 March 2017 at noon at the address: 57 Bolshaya Polyanka St., office 2306, Moscow.

### **Agenda**

Implementation of the procedure for opening of the envelopes with open tender offers on shortlisting of an auditing company to carry out mandatory annual audit of Transneft for 2017 and review of consolidated interim financial statements according to IFRS for quarter 1 of 2018 (hereinafter referred to as the "Tender").

We have received tender offers from the following procurement participants:

1. KPMG, JSC
2. BDO Unicon, JSC
3. Deloitte and Touche CIS CJSC

The Tender Committee has informed the procurement participants' representatives who was present at the meeting on the possibility to submit a tender offer, amend or revoke the submitted tender offers before opening of the envelopes with tender offers, as well as consequences of submission of two and more tender offers.

There were no suggestions to submit a tender offer or to amend or revoke the submitted tender offers.

Within the established deadlines we received three (3) tender offers.

Integrity of all envelopes is confirmed by Tender Committee members and representatives of procurement participants.

During the opening procedure there were opened three (3) envelopes.

According to the laws the envelope opening procedure was audio recorded.

Tender Committee members and representatives of procurement participants do not have any remarks or suggestions with regard to the envelope opening procedure.

In respect of each tender offer there was announced the following information:

1. Name, postal address of procurement participant, date and time of receipt of the offer:

Offer registration number	Form of incorporation and trade name of the legal entity – procurement participant	Postal address	Date and time of receipt of the offer
1.	KPMG, JSC	10 Presnenskaya Embankment, Moscow, Russia, 123112, Embankment Tower Complex, block C Tel.: (495) 937-44-77	10 March 2017 3-15pm
2.	BDO Unicon, JSC	Preobrazhenskaya Sq. 8, Moscow, Russia, 107061 Tel.: (495) 797-56-65	13 March 2017 9-15am
3.	Deloitte and Touche CIS CJSC	5B ul. Lesnaya, Moscow, Russia, 125047 Tel.: (495) 787-06-00	13 March 2017 11-30am

## 2. Availability of data and documents provided for by tender documents.

No.	Document name	Notice registration number		
		1	2	3
1	Tender offer	+	+	+
2	Extract from the Unified State Register of Legal Entities or a copy thereof certified by a notary which is issued not earlier than six months before the date of placement of the notice on holding of an open tender in the unified information system and on Transneft website (www.transneft.ru).	+	+	+
3	Document proving authority of the person to act on behalf of the procurement participant	+	+	+
4	Copies of constituent documents of the procurement participant	+	+	+
5	Resolution on approval or settlement of a major transaction, if rendering of services being the subject-matter of the contract, or deposit of monetary funds as guarantee of taking part in an open tender, or guarantee of fulfillment of the contract are considered to be a major transaction for the tender participant	+	+	+
6	Price bid (Financial proposal)	+	+	+
7	Service quality bid (Technical proposal)	+	+	+
7.1.	Copies of the documents proving compliance of the participant with the requirements provided for by the laws on audit activity	+	+	+
7.2.	Documents proving qualification of procurement participant	+	+	+
8	Documents proving provision of guarantee of taking part in an open tender (money order proving transfer of monetary funds as guarantee of taking part in an open tender stamped by the bank, or a copy of such money order certified by the bank)	+	+	+

3. Conditions for fulfillment of contracts for provision of auditing services specified in the notice and being the criteria for assessment and comparison of tender offers.

No.	Company name	Contract price, RUB (VAT exclusive)	Service quality and qualification of procurement participant
1.	KPMG, JSC	27,500,000	Information is provided in Technical Proposal and announced to the parties
2.	BDO Unicon, JSC	16,500,000	Information is provided in Technical Proposal and announced to the parties
3.	Deloitte and Touche CIS CJSC	23,700,000	Information is provided in Technical Proposal and announced to the parties

Availability of the materials required by tender documents is announced and recorded in the minutes on opening of the envelopes with tender offers of tender participants.

#### IT IS RESOLVED:

1. To consider the procedure for opening of the envelopes with open tender offers on shortlisting of an auditing company to carry out mandatory annual audit of Transneft for 2017 and review of consolidated interim financial statements according to IFRS for quarter 1 of 2018 accomplished.

2. To admit tender offers of procurement participants to consideration following the procedure stipulated by tender documents of an open tender on shortlisting of an auditing company to carry out mandatory annual audit of Transneft for 2017 and review of consolidated interim financial statements according to IFRS for quarter 1 of 2018.

3. To publish the minutes on opening of the envelopes with open tender offers in the unified information system ([www.zakupki.gov.ru](http://www.zakupki.gov.ru)) and on Transneft website ([www.transneft.ru](http://www.transneft.ru)).

Voting results:	“for”	6
	“against”	-
	“abstain”	-

Decision is adopted unanimously.

Tender Committee

Chairman:

M.S. Grishanin

Deputy Chairman of

Tender Committee:

E.O. Fesenko

Committee members:

M.I. Grishankov

E.S. Nikitina

Ya.V. Arefieva

M.V. Russkikh

Secretary of Tender Committee:

S.E. Romanov