Agreement No.\_\_\_\_\_\_/\_\_\_\_

on the provision of services for organizing the process of publishing scientific papers of the conference

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| Saint-Petersburg | «\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_\_2020 |

**ХХХХХХ,** hereinafter referred to as the **“Contractor”**, represented by Sleta Alexander Alexandrovich acting on the basis of the power of attorney dated 08.16.2019 on form 78 AB 7424821,

**The full name of the legal entity**, hereinafter referred to as the **“Customer”**, represented by the title and the full name acting on the basis of the Charter, on the other hand, have concluded this agreement on the provision of a range of services for the publication of papers of a scientific conference in a journal indexed in Scopus (hereinafter - the Agreement) as follows

1. **Scope of the Agreement**
   1. The Contractor undertakes to provide services for organizing the publication process of the collection of proceedings of the international scientific conference “XXXX - 2020”, conducted by the Customer, in a foreign journal indexed in Scopus bibliographic database (hereinafter referred to as the Conference Journal). The scope of the Agreement includes:

1.1.1. organization of the collection and review of scientific papers of the participants of the XXXX – 2020 conference by the Contractor.

1.1.2. publication of information about the scientific conference XXXX – 2020 on the website <https://www.universitetam.ru/> by the Contractor with the consent of the Customer.

* 1. Services must be provided by December 31, 2020.

1. **Rights and Responsibilities of the parties**
   1. Contractor’s responsibilities:

To provide services for organizing the publication of scientific papers of the XXXX – 2020 conference held by the Customer in the Journal on the date specified in clause 1.2 of the Agreement. For this the Contractor will:

* + 1. Ensure interaction with the Conference Journal, including the signing of the necessary agreements and the final financial settlements.
    2. Familiarize all those involved in the publication process: the customer, authors, editors, and reviewers with the publication ethics and features of the publication policy of the Conference Journal.
    3. Organize paper review using the <https://easychair.org> platform
    4. Organize the proofreading of papers.
    5. Prepare a complete set of materials and documents necessary for the publication of papers of the Customer’s conference in the form established by the Journal.
  1. Customer’s responsibilities:
     1. Provide the Contractor with a set of papers of the international scientific conference “XXXX - 2020” prepared in accordance with the requirements for structure and content (Appendix 1. Requirements for conference papers).
     2. Provide the necessary consent for publishing information about the ongoing scientific conference on the Contractor’s information resource (website [https://www.universitetam.ru](https://www.universitetam.ru/)) and negotiating with publishers on behalf of the Customer in order to implement this Agreement.

1. **Price of the Agreement, terms and procedure for settlements**
   1. The price of the Agreement is xxxxx rubles 00 kopecks. VAT free. The Contractor is not recognized as a VAT payer on the basis of paragraph 3 of Art. 346.11 of the Tax Code.
   2. Payment for services is carried out in the following order: 1) The customer pays an advance payment in the amount of 30% of the price of the Agreement on the basis of an invoice issued by the Contractor within 5 working days after signing the Agreement; 2) the final payment in the amount of 70% of the price of the Agreement is paid by the Customer within 5 working days after signing the act on the provision of services under the Agreement.
2. **The procedure for signing the act on the provision of services**
   1. Services under this Agreement shall be deemed provided after the parties have signed the act on the provision of services.
   2. The act on the provision of services is signed by the Customer and the Contractor within 5 business days from the date of the actual publication of the Customer’s paper on the official website of the Journal.
3. **Special conditions**
   1. The Contractor has the right to provide services under this Agreement in person, or to ensure their provision by third parties.
   2. The Contractor will not be liable in case of a change in the indexing procedure of the Journal by Scopus database, which occurred after the conclusion of this Agreement.
   3. The Contractor does not guarantee the publication of all papers provided by the Customer. If it is impossible to publish any papers due to plagiarism, lack of scientific content, inconsistency with the conference topics or unacceptable image quality, the Contractor reserves the right to refuse the Customer to publish such papers. If the fact of inadequate quality of the papers was revealed after mutual settlements, the Contractor undertakes to return to the Customer the money received for the rejected papers.
4. **Liability of the parties**

6.1. For non-performance or improper performance of their liabilities under this Agreement, the Contractor and the Customer are responsible in accordance with the legislation of the Russian Federation.

6.2. All disputes and disagreements are resolved by mutual agreement of the Parties. Claim consideration period is 10 days from the date of receipt of the claim.

6.3. In case of failure to reach agreement, the dispute is referred to the Arbitration Court at the location of the defendant.

1. **Duration of the Agreement**

7.1. This Agreement shall enter into force on the day of its signing and shall be valid until the Contractor and the Customer fully fulfill their obligations, but no later than the deadline specified in clause 1.2. of the Agreement.

7.2. All changes and additions to this agreement become legally binding subject to written form and bilateral signing.

1. **Anti-corruption clause**

8.1. In the performance of their obligations under this Agreement, the Parties, their affiliates, employees or intermediaries do not pay, do not offer to pay and do not allow the payment of any cash or valuables directly or indirectly to any persons to influence the actions or decisions of these persons in order to obtain any undue advantage or other unlawful purpose.

8.2. In the performance of their obligations under this Agreement, the Parties, their affiliates, employees or intermediaries do not carry out actions that are qualified by law applicable for the purposes of this Agreement, such as giving/receiving a bribe, commercial bribery, as well as actions that violate the requirements of applicable law and international acts on counteracting the legalization (smurfing) of proceeds of crime.

8.3. In the event that a Party suspects that a violation of any provisions of this Section has occurred or may occur, the Party concerned shall notify the other Party in writing. After written notice, the Party concerned has the right to suspend the performance of obligations under this Agreement until receipt of confirmation that the violation has not occurred or will not occur. This confirmation must be sent within ten business days from the date of the written notification.

8.4. In a written notification, the Party is obliged to refer to facts or provide materials that reliably confirm or give reason to believe that a violation of any provisions of this Section by the counterparty, its affiliates, employees or intermediaries, expressed in actions qualified by applicable law as giving or receiving a bribe, commercial bribery, as well as in actions that violate the requirements of applicable law and international acts on counteracting the legalization of proceeds of crime, has occurred or may occur.

8.5. In case of violation by one Party of its obligations to refrain from the prohibited actions provided for in this Section and / or by the non-receipt by the other Party of confirmation that no violation has occurred or will not occur within the time period established by this agreement, the other Party has the right to terminate the agreement unilaterally in whole or in part by sending written notice of termination. The Party on whose initiative this Agreement was terminated in accordance with the provisions of this paragraph has the right to demand compensation for real damage resulting from such termination.

1. **Modification and termination of the Agreement**

9.1. When executing the Agreement, the Contractor may not be changed, unless the new Contractor is the successor of the Contractor under this Agreement due to the reorganization of the legal entity in the form of transformation or merger.

9.2. The Agreement may be terminated at any time by agreement of the parties, by a court decision, as well as unilaterally in accordance with the civil legislation of the Russian Federation.

9.3. In case of non-fulfillment, improper fulfillment or a significant violation of contractual obligations by the Contractor, the Customer has the right to decide on a unilateral refusal to fulfill the Agreement. Significant violations of the terms of the Agreement include: violation of the terms for the provision of services for 30 calendar days; failure to comply with the requirements of the Customer to correct deficiencies of services within the prescribed period; upon detection of irreparable deficiencies in services, deficiencies that cannot be eliminated without disproportionate costs or time, or are identified repeatedly, or appear again after their elimination, and other similar deficiencies.

9.4. The Contractor has the right to decide on a unilateral refusal to execute the Agreement in case of delay in payment by the Customer under this Agreement for a period of more than 30 calendar days.

9.5. The Agreement is made in duplicate in Russian, having equal legal force, one for each of the parties.

1. **Details of the parties**

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| **CONTRACTOR**  **XXXXXXXX**  TIN 780718593340  PSRN 319784700230873  Current account No. 40802810755000046570  in the North-West Bank of PJSC Sberbank,  St. Petersburg  BIC 044030653.  Correspondent account No. 30101810500000000653  Address: 199226,  St. Petersburg, PO Box 44  Website: [www.universitetam.ru](http://www.universitetam.ru)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A.A. Sleta | **CUSTOMER**  **Name**  Legal address:  PSRN  TIN  RRC  Current account  Phone/fax:  Email:  Position  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Full name |