

# GENERAL AGREEMENT ON TARIFFS AND TRADE

RESTRICTED

GPR/W/42

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Special Distribution

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Committee on Government Procurement

Original: French

## PRACTICAL GUIDE TO THE AGREEMENT

### Note from the Delegation of Switzerland

The delegation of Switzerland has submitted the following by letter dated 5 October 1983.

#### 1. Contents

The guide would essentially consist of chapters by countries. However, a brief summary of the objectives and principles of the Agreement might be added by way of introduction.

#### 2. Form

The secretariat has already published and put on sale Annexes I-IV to the Agreement in loose-leaf form. It would seem advisable to adopt the same system for this practical guide. It could be published and sold in the three languages of GATT.

#### 3. Preparation of the guide

As soon as the Committee takes a decision on its contents, the secretariat could prepare a draft guide, which could then be supplemented by contributions from delegations.

#### I. Practical guide to the Agreement on Government Procurement

##### Introduction:

Summary of the Agreement:

Rules, principles, procedures

Reference to publication of the text of the Agreement (address, price)

Where appropriate, decisions of the Committee dealing with practices

#### II. Application of the Agreement in the signatory countries:

Country X

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1. General

1.1 Legal bases:

Laws, regulations, directives (titles, subject-matter, references)  
Organ in which published, address where texts can be obtained and  
their price

1.2 Publication of invitations to tender:

Title of official publication, address, frequency, price  
Other publications or sources of information

1.3 Information centre:

Address, telex, telephone

1.4 Appeal procedures

1.5 Derogations under the Agreement

2. Entities

2.1 Entity A

2.1.1 Address

2.1.2 Principal products purchased

2.1.3 Qualifications of interested suppliers (for example, financial  
conditions)

2.1.4 Reference to lists of qualified suppliers:

Publication  
Conditions of access

2.1.5 Procurement procedures mainly employed

2.1.6 Information to suppliers concerning the award (when and by whom  
will unsuccessful bidders be informed? Address where additional  
information can be obtained)

2.2 Entity B

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3. Other useful information

For example:

Technical assistance  
Statistics  
Publications