

Annex No. 2
to the decision of the Council of Center for
Scientific and Technological Initiatives
“Samgau” Foundation
dated 22 August 2024,
minutes No. 9/24

APPROVED

by the decision of the Council of the Center
for Scientific and Technological Initiatives
“Samgau” Foundation
dated 22 August 2024,
minutes No. 9/24

**RULES OF THE “CENTER FOR SCIENTIFIC AND TECHNOLOGICAL
INITIATIVES “SAMGAU” FOUNDATION
ON SELECTION OF RESEARCH, SCIENTIFIC, TECHNOLOGICAL
AND DEVELOPMENT WORKS**

**Astana
2024**

Rules of the Center for Scientific and Technological Initiatives “Samgau” Foundation
on selection of research, scientific, technological and development works

Section 1. Purpose and application

1.1. These Rules of the “Center for Scientific and Technological Initiatives “Samgau” Foundation for selection of research, scientific, technological and development works (hereinafter referred to as the Rules) determine the conditions and selection procedure for funding research, scientific, technological and development works of the group of companies of “Samruk-Kazyna” JSC (hereinafter referred to as R&D).

1.2. The Rules are developed in accordance with the Scientific and Technical Policy of “Samruk-Kazyna” JSC, Corporate Standard for R&D and Innovation of “Samruk-Kazyna” JSC (hereinafter referred to as the Corporate Standard), Regulations on the Scientific and Technical Council of “Samruk-Kazyna” JSC, Rules on management of internal acts of Center for scientific and technological initiatives “Samgau” Foundation.

Section 2. Terms/Definitions

2.1. The following terms, definitions and abbreviations are used in these Rules:

- 1) Fund – “Samruk-Kazyna” JSC;
- 2) group of the Fund - the Fund, companies, their subsidiaries, more than fifty percent of the voting shares (participatory interests) of which belong to companies, as well as legal entities, more than fifty percent of the voting shares (participatory interests) of which belong to the specified subsidiaries of the companies;
- 3) STC of the Fund – Scientific and Technical Council of the Fund;
- 4) STC of the PC and/or SDO – Scientific and Technical Council of a portfolio company and/or subsidiary dependent organization from the group of the Fund;
- 5) Center – “Center for Scientific and Technological Initiatives “Samgau” Foundation;
- 6) preliminary application – a document informing about the Applicant’s intention to receive R&D funding;
- 7) application – a package of documents to participate in the selection process for R&D funding;
- 8) Applicant – a legal entity that has submitted a preliminary application/application in accordance with the requirements of the Rules;
- 9) Contractor – a legal entity accredited as a subject of scientific and (or) scientific and technical activities, or a consortium with leading participant accredited as a subject of scientific and (or) scientific and technical activities, responsible for the implementation of the project and corresponding to the requirements of the Corporate Standard;
- 10) validation – verification of submitted preliminary application for compliance with the Corporate Standard’s requirements for R&D;
- 11) checklist – conclusion prepared by Center based on the results of validation;
- 12) Scientific and technical examination (STE) – an examination carried out to determine the scientific novelty, relevance and technical feasibility of the project;

13) Financial examination (FE) – an examination conducted to verify the validity and compliance of the declared costs with the established types and limits of costs for R&D;

14) Financial and economic examination (FEE) – an examination conducted to verify the validity and compliance of the declared costs with established types, limits and to assess the financial and economic attractiveness of the project.

Section 3. Main Provisions

3.1. Center ensures the process of receiving, reviewing and selecting preliminary applications/applications in accordance with the Rules.

3.2. Center provides consultations and information support to Applicants on the issues of preparation, acceptance, review and selection of preliminary applications/applications.

3.3. A legal entity cannot be an Applicant and a Contractor in the same application.

3.4. Center ensures the confidentiality of the information contained in the preliminary application/application and the attached documents.

3.5. The process of R&D review and selection for funding by the Center includes the following stages:

1) acceptance and validation of preliminary applications;

2) acceptance of applications;

3) conducting examination of applications:

– *scientific and technical examination;*

– *financial examination (for stages 1 and 2 R&D);*

– *financial and economic examination (for stage 3 R&D);*

4) consideration at a meeting of STC of the Fund, making a decision on funding.

3.6. The application must be considered by the STC of the PC and/or SDO at any stage of consideration of the application in the Center, before the application is submitted for consideration by the STC of the Fund.

3.7. The STC of the Fund considers applications approved/ recommended by the STC of the PC and/or SDO for consideration by the STC of the Fund.

3.8. For applications funded through the Center, before being submitted for consideration to the STC of the Fund, a compliance check of the Contractor/consortium participants is carried out in accordance with established procedures.

3.9. Review, validation, examination and support prior to consideration by the STC of the Fund of preliminary applications/applications, funded from the Applicant's own funds (purchase of R&D through a tender), as well as preliminary applications/applications from Applicants who are not subsoil users, are carried out by the Center on a paid basis.

Section 4. Procedure for R&D consideration and selection

4.1. Acceptance and validation of preliminary applications

4.1.1. Center announces the call for preliminary applications on the official Internet resources of the Center and the Fund, with indicated terms and conditions of call.

4.1.2. Acceptance of preliminary applications prepared in accordance with Appendix 1 is carried out through the Center web portal or corporate email application@csti.kz.

4.1.3. Received preliminary applications are subject to registration and verification for the completeness of the provided information within 3 (three) business days from the date of registration.

Preliminary applications containing incomplete information are sent to the Applicant for revision, with comments. The terms for revision and resubmitting preliminary applications are 5 (five) business days from the date of sending the relevant notification from the Center. In case if within 5 (five) business days the preliminary application has not been finalized or the requested information has not been provided, the preliminary application is subject to rejection. A corresponding notification is sent to the Applicant.

4.1.4. Preliminary applications that have passed verification for completeness of the provided information are sent to the validation stage. Validation of preliminary applications is carried out within 5 (five) business days. Based on the results of the validation, Center prepares a conclusion in the form of a checklist according to Appendix 2 and sends it to the Applicant.

4.1.5. In case of a negative result of validation of the preliminary application, a corresponding notification is sent to the Applicant.

4.1.6 R&D stages are determined based on the scale of technological readiness level in accordance with Appendix 5. For stage 3 projects, the Contractor provides confirmation of the R&D results of stage 1 and stage 2.

4.2. Acceptance of applications

4.2.1. In case of a positive validation result, the Applicant prepares an application that includes:

- an application for funding in the form specified in Appendix 3, along with documents confirming the cost and justification of expenses;
- CVs of key project team members;
- documents for conducting a compliance check of the Contractor (certificate of state registration, notarized copy of the Charter, VAT payer certificate, certificate of accreditation as a subject of scientific or scientific-technical activity);
- a consortium agreement indicating the share of work (in percentage) performed by each consortium member. The scope of work performed by an organization accredited as a subject of scientific and/or scientific-technical activity must be at least 25% of the total project cost (if the Contractor is a consortium);
- financial and economic model in the form, according to Appendix 4, for stage 3 R&D.

4.2.2. Center announces the call for applications on the official websites of the Center and the Foundation, indicating the terms and conditions for submitting applications.

4.2.3. The received applications are registered and checked for completeness of the information provided and compliance with the requirements of the Rules and Corporate Standard.

4.2.4. Applications that contain incomplete information or do not meet the requirements of the Rules and Corporate Standard are returned to the Applicant for revision, with comments provided. The terms for revision and resubmission of the application are ten (10) business days from the date of sending the corresponding notification to the Applicant by the Center. If the application is not revised or the requested information is not provided within ten (10) business days, the application is rejected.

4.2.5. Applications that have passed the check for the completeness of provided information are sent for expert review.

4.3. Conducting examination of applications

4.3.1. Scientific and Technical Examination (STE)

4.3.1.1. STE is conducted with the involvement of domestic and/or international organizations or experts. The engaged expert organization and/or experts must have at least 5 (five) years of experience in conducting scientific and technical evaluations of R&D projects and must maintain a database of experts in the areas of activity of the group of the Fund.

4.3.1.2. The duration of STE is 30 (thirty) calendar days from the date the application is sent for STE, unless otherwise specified by the regulations of the expert organization involved.

4.3.1.3. At any stage of the STE, the Center has the right to request additional materials, information, or clarifications from the Applicant necessary for preparing STE conclusion. The requested information must be provided within 5 (five) business days from the date the corresponding request is sent to the Applicant. If the Applicant fails to provide the requested information, the STE conclusion will be based on the information available to the Center.

4.3.1.4. The evaluation of the application within the framework of the STE is conducted using scoring system, in accordance with Appendix 7 or in the form used by the organization involved to conduct the STE.

4.3.1.5. Based on the results of the STE, applications that have received a score of 70% or higher of a maximum score are sent for the financial or financial-economic examination.

4.3.1.6. Applications that have received a score less than 70% of a maximum score are rejected and not subject to further consideration. A corresponding notification is sent to the Applicant.

4.3.2. Financial Examination (FE)

4.3.2.1. Applications with the STE score of 70% or higher are sent for financial examination to verify compliance with the types and limits of expenses presented in Appendix 6.

4.3.2.2. During the FE, Center has the right to request once (1 time) additional materials, information, and clarifications necessary to prepare a conclusion on FE.

4.3.2.3. The requested information must be provided by the Applicant/Contractor in full within 5 (five) business days from the date the Center sent the corresponding request. If the Applicant/Contractor fails to provide the requested information, the FE conclusion will be based on the information available to the Center.

4.3.2.4. The duration of the FE is 10 (ten) business days, excluding the time for the Applicant to provide the requested information.

4.3.2.5. The FE conclusion is prepared in the form specified in Appendix 8 and sent to the Applicant.

4.3.2.6. The Applicant and Contractor notify the Center in writing of their agreement or disagreement with the justified amount of expenses from the FE conclusion.

4.3.2.7. If the Applicant and the Contractor agree with the justified amount of expenses from the FE conclusion, the application is sent for consideration by the STC of the Fund.

4.3.3. Financial and Economic Examination of Applications (FEE)

4.3.3.1. Applications for projects that correspond to Stage 3 of R&D, as defined in Appendix 5, are sent to the FEE. For FEE, the Applicant/Contractor submits a financial and economic model to the Center, prepared in the form specified in Appendix 4.

4.3.3.2. External organizations may be involved in conducting the FEE. The duration of the FEE is 15 (fifteen) business days, excluding the time for providing the requested information, from the date the Center sends materials to the external organization, unless otherwise specified in the agreement between the Center and the involved expert organization.

4.3.3.3. At any stage of the FEE, the Center has the right to request additional materials, information, or clarifications from the Applicant/Contractor necessary for preparing the FEE conclusion. The requested information must be provided within 5 (five) business days from the date the corresponding request is sent to the Applicant/Contractor. If the Applicant/Contractor fails to provide the requested information, the FEE conclusion will be based on the information available to the Center.

4.3.3.4. The FEE conclusion is prepared in the form specified in Appendix 9.

4.3.3.5. After receiving the FEE conclusion, the applications are sent for consideration by the STC of the Fund.

4.4. Consideration at a meeting of STC of the Fund, making a decision on funding

4.4.1. The procedure for consideration of applications by the STC of the Fund is regulated by the relevant internal acts of the Fund.

4.4.2. Based on the results of the examinations, the Center prepares a comprehensive conclusion and submits it along with the application materials for consideration by the STC of the Fund.

4.4.3. The STC of the Fund considers the applications and makes one of the following decisions:

- approve funding of the project;
- reject the project;
- send the project for revision.

4.4.4. Based on the results of consideration of the application, the Center sends the Applicant a notification about the results of the meeting of the STC of the Fund.

4.4.5. If the project funding is approved, the Center initiates the conclusion of a funding agreement with the Contractor and the Applicant, based on the minutes of the STC of the Fund meeting, in accordance with established procedures.

4.4.6. If the project is sent for revision, the Applicant revises the application and submits a complete package of documents to the Center for resubmission to the STC of the Fund. The Center checks the submitted materials and send them for consideration by the STC of the Fund in accordance with the established procedure.

4.4.7. If the Applicant takes more than 6 (six) months from the date of the relevant STC decision, to submit the revised application, the application must be resubmitted by the Applicant to the Center on general terms, in accordance with the section 4.2. of the Rules.

Section 5. Final Provisions

5.1. All issues not regulated by these Rules are regulated by the acting law of the Astana International Financial Centre, the Charter of the Center, the Corporate Standard for R&D, and other internal acts of the Fund and the Center.

Summary table of the internal act

1.	Full name of internal act		Rules of the Center for Scientific and Technological Initiatives “Samgau” Foundation on selection of research, scientific, technological and development works	
2.	Area of use		Внутреннее и общее использование	
3.	Owner of internal act		Chief Scientific Officer	
4.	First approval date			
5.	Authority level		Council	
6.	Number of minutes of meeting of the authorized body			
7.		History of amendments/ supplements	Approval date	Number of minutes of meeting of the authorized body
	1.			
	2.			
	3.			
	4.			
	5.			
	6.			
	7.			

Appendix 1
to the Rules of the “Center for Scientific and Technological Initiatives “Samgau” Foundation for the Selection of research, scientific, technological and development works

Preliminary Application for the Project « _____ »

№	Наименование	Описание
1.	Project Title	
2.	Project Objective	
3.	Applicant	<i>Name of Organization. Project Coordinator's Name, Mobile Phone, Email</i>
4.	Contractor <i>(not applicable in the case of R&D procurement through tender)</i>	<i>Name of Organization(s) (in the consortium), Accreditation Certificate Number and Date Project Coordinator's Name, Mobile Phone, Email</i>
5.	Project implementation period (months)	<i>Duration (months)</i>
6.	Project Cost, including VAT (tenge)	
7.	Source/Method of Funding	<input type="checkbox"/> Samgau Scientific and Technical Center <input type="checkbox"/> Procurement through Tender (own funds)
8.	R&D Stage	<input type="checkbox"/> Stage 1 <input type="checkbox"/> Stage 2 <input type="checkbox"/> Stage 3
9.	Previous Funding	<i>Has the project been funded previously (from state budget, non-budgetary sources)? If yes, please indicate the funding amount, duration, and provide brief information on the results obtained.</i>
10.	Description of the Scientific Problem and its Relevance	<i>Essence of the Scientific Problem Addressed by the research project by relevance of the scientific research and advantages of the proposed study.</i>
11.	Scientific Hypothesis	<i>Scientific Hypothesis of the Project - What the applicant aims to verify, confirm, or prove.</i>
12.	Essence of the Solution and Project Result Abstract	<i>Overall vision of the research project, medium-term and long-term results. Essence of the Proposed Solution, what will be the direct result of the project (pilot installation, patent, formula, etc.). indicating main direct results: (what works will be conducted) and indirect results: (what the implementation of the research project will lead to) результаты реализации проекта научного исследования. What indicators will be used to measure the effect, the scale of the project's influence (direct or indirect) in the short-term, medium-term, and long-term, and what the implementation of the research project will lead to. Abstract Answers the Following Questions: What problems are you solving? What is the novelty of the proposed solution? Who will benefit from the results obtained?</i>
13.	Novelty and Scientific Knowledge	<i>How scientific knowledge will be gained. How the solution differs fundamentally from current practices and analogs in terms of scientific/technological approach.</i>
14.	Action Plan	<i>Project Implementation Plan with breakdown into stages, including the amount, duration (in months) of each activity, and the result of each stage.</i>

Appendix 2
to the Rules of the “Center for Scientific and Technological Initiatives “Samgau” Foundation for the Selection of research, scientific, technological and development works

Checklist for Validation of Preliminary Application

Date: « _____ » _____

Project Title::

Applicant:

Project Cost, including VAT (tenge):

Project Duration (months):

R&D Stage:

№	R&D Criteria	Yes/No
In the proposed initiative:		
1	Provision is made for acquiring new scientific knowledge with an applied focus, requiring research work	
2	Hypothesis testing (experimental verification/confirmation) of the idea and theory is present through laboratory or experimental work	
3	The creation or improvement of technology is expected	
4	Multistage processes are excluded, and the project corresponds to one of the R&D stages	
5	The participation of an organization (Contractor) with scientific accreditation in the Republic of Kazakhstan is ensured	
The proposed project excludes:		
6	The purchase and assembly of equipment	
7	The modernization of the production process based on existing technology	
8	The acquisition of technology without conducting research to adapt it, resulting in new scientific knowledge and intellectual property	
9	Services for conducting laboratory and other studies without experimental work and the creation of intellectual property.	

Appendix 3
to the Rules of the “Center for Scientific and Technological
Initiatives “Samgau” Foundation for the Selection of research,
scientific, technological and development works

Application for Funding

General Information		
N ^o	Name	Description
1.	Project Title	
2.	Project Objective	
3.	Applicant	<i>Name of Organization Project Coordinator's Full Name, Mobile Phone, Email</i>
4.	Contractor <i>(not applicable in the case of R&D procurement through tender)</i>	<i>Name of Organization(s) (in consortium), Accreditation Certificate Number and Date Project Coordinator's Full Name, Mobile Phone, Email</i>
5.	Project implementation period (months)	<i>Duration, months</i>
6.	Project Outcome	
7.	Project Cost including VAT (tenge)	
8.	Source/Method of Funding	<input type="checkbox"/> CSTI “Samgau” <input type="checkbox"/> Procurement through Tender (own funds)
9.	Previous Funding	<i>Has the project been previously funded (from state budget, non-budgetary sources)? If yes, please indicate the funding amount, duration, and provide brief information on the results obtained.</i>
10.	R&D Stage	<input type="checkbox"/> Stage 1 <input type="checkbox"/> Stage 2 <input type="checkbox"/> Stage 3

Research Methods		
N ^o	Name	Description
1.	A brief description of the most important experiments within the project implementation	
2.	Description of the research methods used in the project as a justification for achieving the set objectives.	

Project Team* <i>(not applicable in the case of R&D procurement through tender)</i>				
N ^o	Team Member's Full Name	Role in the Project	% Involvement in the Project	Experience in the Field and Qualifications
1				

2				
3				
...				

*Attach CVs of key team members.

Research Infrastructure <i>(not applicable in the case of R&D procurement through tender)</i>
Provide a description of the material and technical resources available for conducting the proposed research, including research infrastructure (equipment, installations, software, information, etc.). If the research will utilize infrastructure from third parties, provide official confirmation from those parties, as it is necessary for achieving the research objectives.

Prospects for further implementation (scaling) of the project
Scalability of project results
<i>Results of project implementation for a specific organization, as well as for a group of companies of the Fund. Description of the prospects for further implementation of the project, the possibility of scaling the proposed solution in other organizations and/or industries. Possibility of commercializing the results of the project.</i>
Intellectual Property Management
<i>Planned distribution of rights to intellectual property obtained as a result of R&D implementation</i>

Action plan*				
Stage	Activity	Objective	Duration (in months from the start of the project)	Expected result of the stage (that can be verified as part of monitoring)
1				
2				

* The project must be divided into at least 2 stages based on the principle of completing a group of activities within one stage

Project budget plan form (provided in xls format)					
Stage 1: (to be filled for each stage of the project)					
Result of the stage:	(that can be checked - report, pilot installation, methodology, etc.)				
Duration in months:	after the start of implementation (indicate seasonality risk, if any)				
Expenditures	Amount	Price (without VAT)	Sum (without VAT)	Brief justification (what is it for and why in the given scope/parameters)	Explanation of the calculation, source of data, make a reference to the appropriate item in the action plan of the Application
1. Payroll fund (salaries, including all taxes, deductions and contributions, including payments withheld at source)			<i>Subtotal</i>		
Expert 1					
Expert 2					
...					
2. Travel expenses¹			<i>Subtotal</i>		
Direction 1					
<i>Round trip, tenge</i>					
<i>Accommodation, tenge per day</i>					
<i>Daily allowance, tenge per day</i>					
<i>Visa costs, tenge</i>					
Direction 2					
<i>Round trip, tenge</i>					
<i>Accommodation, tenge per day</i>					
<i>Daily allowance, tenge per day</i>					
<i>Visa costs, tenge</i>					

¹ Provided in the form according to the CSTI requirements in xls format.

3. Rent and/or purchase of equipment and intangibles			<i>Subtotal</i>		
Equipment 1					
Equipment 2					
4. Consumables			<i>Subtotal</i>		
Consumable 1					
Consumable 2					
....					
5. Third party services			<i>Subtotal</i>		
Party 1					
Party 2					
...					
6. Other			<i>Subtotal</i>		
Total excluding VAT					
VAT²					
Total including VAT					

Head of the Applicant's organization _____ Full name

Head of the Contractor's organization _____ Full name (not to be filled in case of procurement of R&D by tender)

² If the Contractor is a VAT payer, a Certificate of Registration is provided.

Appendix 4
to the Rules of the “Center for Scientific and Technological
Initiatives “Samgau” Foundation for the Selection of research,
scientific, technological and development works

Financial and economic model

Application number, R&D stage:	
Project name:	
Implementation period:	
Requested amount, including VAT:	

Natural indicators						
№	Indicator	units	2024	2025	2026
	Current situation					
1	Cost of products/services sold	tenge				
2	Inventories of finished products and inventories	tenge				
3	Turnover of finished products and inventories	days				
	Future situation					
4	Cost of products/services sold	tenge				
5	Inventories of finished products and inventories	tenge				
6	Turnover of finished products and inventories	days				
Revenue growth						
	Current situation					
7		tenge				
	Future situation					
8	N/A	tenge				
					
9	Increase in revenue	tenge				
Reduce operating costs						
	Current situation					
10		tenge				
	Future situation					
11	N/A	tenge				
	...					

12	Cost optimization	tenge				
Operating capital optimization						
	Current situation					
13		tenge				
	Future situation					
14	N/A	tenge				
	...					
15	Working capital optimization	tenge				
Optimization of capital investments						
	Current situation					
16		tenge				
	Future situation					
17	N/A	tenge				
	...					
18	Optimization of capital investments	tenge				
Project implementation and maintenance costs						
19	Payroll fund	tenge				
20	Purchase of equipment	tenge				
21	Rent of equipment	tenge				
22	Consumables	tenge				
23	Third party services	tenge				
24	Other expenses	tenge				
25	Total	tenge				

Project manager _____ **Full name**

Head of the Applicant's organization _____ **Full name**

Head of the Contractor's organization _____ **Full name**

Note: the proposed financial model is typical and is subject to editing taking into account the specifics of the project. All information provided is accompanied by supporting documents (audited financial statements, calculations of the cost of development costs/regent, its quantity, etc.).

Appendix 5
to the Rules of the “Center for Scientific and Technological Initiatives “Samgau” Foundation for the Selection of research, scientific, technological and development works

R&D stages according to the technological readiness level scale

№	R&D stages	Explanation	TRL	Description
1	Concept	innovative initiatives that are at the stage of scientific research with the expected result in the form of theoretical confirmation of the possibility of implementing the project	TRL 1	research of basic principles, concept development
			TRL 2	development of the concept and theoretical justification of the concept
2	Research work	innovative initiatives that are at the stage of research and development with the expected result in the form of confirmation of achievement of the preliminary technological parameters of the project	TRL 3	proof of the concept
			TRL 4	technology testing in the laboratory (simplified prototype model)
			TRL 5	testing the technology in working conditions with testing a set of functions in a laboratory environment (pilot experimental sample)
3	Industrial research, prototyping	innovative initiatives that are at the stage of creating a prototype solution in order to confirm the possibility of industrial application of the technology and obtain financial and economic results	TRL 6	demonstration of the technology (pilot plant) in action in an appropriate environment

Appendix 6
to the Rules of the “Center for Scientific and Technological Initiatives “Samgau” Foundation for the Selection of research, scientific, technological and development works

Types and limits of expenditures in the framework of the project implementation

	Expenditures Items	Description and allowable expense	Limits	Supporting documents
1	Payroll fund (salaries, including taxes, deductions and contributions, including payments withheld at source of payment)	Payment for professional services of project team members performing primary and additional work.	For R&D Stage 1 Applications: Expenses on the Payroll Fund should not exceed 70% of the total cost of the project. For Applications related to R&D stages 2 and 3: Costs for the wage fund should not exceed 50% of the total cost of the project.	It is required to indicate the names of specialties/roles in the project, the period of work in months and the planned wages per month, including taxes, deductions and contributions (including payments withheld at source of payment).
2	Travel expenses	In the article “Travel expenses” of the project team should be indicated all expenses associated with business trips directly related to research, excluding participation in conferences, seminars, symposiums, and trips to exchange experiences. Expenses related to performing field works.	Travel expenses: Types and norms of expenses provided for by the Rules for reimbursement of expenses for business trips at the expense of budgetary funds, including to foreign countries. Transportation costs are reimbursed in the amount of the cost in the “Economic” class. Expenses related to performing field works: in accordance with the Labor and Tax Legislation of the Republic of Kazakhstan.	For each business trip, it is necessary to provide a written justification for its feasibility to achieve the goals of the project, indicate its specific benefit to the project in accordance with the Action plan, signed by the project manager. Attach documents confirming the cost of tickets (certificate of cost, screenshot from the official website of road, rail, air tickets). Internal regulatory document of the Contractor defining the procedure, conditions, standards, types of costs associated with performing work in the field.

3	Rental and/or purchase of equipment and Intangible assets	<p>Purchase of research equipment required for the implementation of the project, including the cost of the goods and associated costs related to customs clearance, delivery, installation, commissioning, warranty, etc.</p> <p>Purchase of software and licenses (valid for more than 1 year) necessary for the implementation of the project.</p> <p>Costs for renting equipment necessary for the implementation of the project, including the cost of the goods and associated costs related to customs clearance, delivery, installation, commissioning, warranty, etc.</p>	<p>Expenses for the purchase and/or rental of equipment should not exceed 40% of the total cost of the project.</p>	<p>In case of acquisition: a justification for the need to purchase fixed assets/intangible assets is required with written confirmation that it is not possible to rent it, signed by the project manager.</p> <p>In case of rental: a written justification for the need to rent equipment, signed by the project manager, is required.</p> <p>Providing at least 3 (three) commercial offers or an authorization letter from the manufacturer of the purchased equipment or software, confirming that the supplier is an official dealer.</p>
4	Purchase of consumables	<p>Expenses for consumables, parts manufacturing and other materials required to complete the project.</p> <p>Purchase of reagents, substances, consumables, parts and other materials necessary to complete the project.</p> <p>Costs associated with the purchase of materials, including the cost of goods, customs clearance, delivery, etc.</p>		<p>It is required to provide at least 3 commercial offers for each item.</p>

5	Third party services	<p>Third party services, which include</p> <ol style="list-style-type: none"> 1. Local outsourcing (in Kazakhstan) and external outsourcing (international), including travel expenses of specialists involved under service contracts. 2. Information services (subscriptions, license with a validity period of no more than 1 (one) year). 3. Manufacturing of parts, data collection and processing. 4. Carrying out analytical and other types of work that are important for the successful implementation of the project and cannot be performed by the project team (including services for the protection and management of intellectual property). 	Expenses for third party services should not exceed 40% of the total project cost.	<p>Justification of the need for third party services, indicating the technical specifications, justification for the choice of this service provider in writing, signed by the project manager.</p> <p>It is required to provide at least 3 price proposals for services provided by legal entities.</p>
6	Other expenses	Other expenses necessary for the successful implementation of the project and not provided in the previous sections.	Other expenses should not exceed 10% of the total project cost.	It is required to provide details of the calculation of the amount of other expenses.

Note: Expenses in foreign currency are calculated at the exchange rate of the National Bank of the Republic of Kazakhstan on the date of application.

Appendix 7
to the Rules of the “Center for Scientific and Technological
Initiatives “Samgau” Foundation for the Selection of
research, scientific, technological and development works

Application evaluation form for scientific and technical examination

Application number:	
Title of the project:	
Implementation period:	
Requested budget:	

Scientific component		
Criterion	Score from 1 to 5	Comment (mandatory, at least 50 words)
1	Relevance of the research (<i>to what extent this project is in demand in the industry</i>)	<i>High - technology will provide a qualitative breakthrough and long-term competitiveness of the industry; Medium - the project is relevant; optimization of production processes of enterprises is ensured; Low - the project will not significantly affect the enterprises of the industry; The project is not relevant.</i>
2	Scientific and technical significance of the research	<i>innovativeness, potential for further commercialization, etc.</i>
3	Scientific novelty, probability of obtaining new scientific knowledge, intellectual property	<i>High - the results of the research will completely change the approach to the problems in the industry and become the basis for R&D; Medium - the results of the research will become the basis for further R&D without significantly changing the approach; Low - the results of the research will make minor changes to current approaches and some practical knowledge will be gained; Probability of obtaining new scientific knowledge, intellectual property is absent.</i>
4	Validity and applicability of the presented research methods to achieve the goals	
Evaluation of the Project team (not completed in case of R&D procurement by tender)		
Criterion	Score from 1 to 5	Comment (mandatory, at least 50 words)
1	All indicated organizations correspond to the goals and action plan of the project	

2	Quality of the research team (<i>the qualifications and work experience of the research team members correspond to the goals set</i>)		
3	The justification of the involvement of all research team members (<i>all indicated experts are needed for the project, the scope of work of experts corresponds to the work plan</i>)		

Evaluation of the action plan

Criterion		Score from 1 to 5	Comment (mandatory, at least 50 words)
1	All activities are logically structured, and aims are achievable within the stated time frame		<i>It is necessary to indicate if the applicant does not mention activities / factors that may have negative impact on the implementation of the project or its results</i>
2	All costs are justified and directly related to the aims of the project		<i>Indicate which costs are not directly related to the project, or which costs / equipment / parameters of the required equipment are not necessary</i>
3	Applicant's vision of further implementation of project results (after successful implementation of the project)		<i>Are there actions planned for further implementation of the results of the project, including patenting in other countries, registration of know-how, a plan for working with other organizations in the Republic of Kazakhstan, the CIS, etc. How expedient are the planned activities?</i>
4	Expected social and economic impact		<i>Describe expected social and economic effect in case of successful implementation of the project</i>
5	Potential risks during project implementation period		<i>Describe technological, financial, organizational (including logistical) and legal (legislative restrictions) risks at the project implementation stage</i>
6	Risks after project implementation period		<i>Describe the possible risks in the further implementation of the project</i>
7	Additional question to the Expert (<i>The question to the expert is formed by the Center</i>)		

Final (total) score:	
Conclusion:	

Conclusion of financial examination

Application number, R&D stage:						
Project name:						
Implementation period:						
Requested amount, including VAT:						
Expense items	Requested budget		Confirmed Budget		Confirmed Budget within approved limits and cost types	
	amount, thousand tenge	% of the total amount	amount, thousand tenge	% of the total amount	amount, thousand tenge	% of the total amount
1. Payroll fund (salaries, including taxes, deductions and contributions, including payments withheld at source of payment)						
2. Travel expenses						
3. Rental and/or purchase of equipment and Intangible assets						
4. Purchase of consumables						
5. Third party services						
6. Other expenses						
Total excluding VAT						
VAT						
Total total cost of the project including VAT	X		Y		Z	

The budget confirmed by the Financial Examination Z

Appendix 9
to the Rules of the “Center for Scientific and Technological
Initiatives “Samgau” Foundation for the Selection of research,
scientific, technological and development works

Conclusion of financial and economic examination

Application number, R&D stage:	
Project name:	
Implementation period:	
Requested amount, including VAT:	

Section 1: Assessment of the validity of indicated costs

Expense items	Requested budget		Confirmed Budget		Confirmed Budget within approved limits and cost types	
	amount, thousand tenge	% of the total amount	amount, thousand tenge	% от общей суммы	amount, thousand tenge	% of the total amount
1. Payroll fund (salaries, including taxes, deductions and contributions, including payments withheld at source of payment)						
2. Travel expenses						
3. Rental and/or purchase of equipment and Intangible assets						
4. Purchase of consumables						
5. Third party services						
6. Other expenses						
Total excluding VAT						
VAT						
Total total cost of the project including VAT	X		Y		Z	

The amount of the confirmed budget within the approved limits and types of costs Z

Conclusion: (at least 10 but no more than 50 words)

Section 2: Assessment of the expected financial and economic effect

	Criterion	
1	Assessment of the quality and completeness of initial data, accepted assumptions, methods for calculating income, expenses and production costs for the project	Description
2	Benefit Cost Ratio of the project	Calculation
3	NPV (if applicable)	Calculation
4	Payback period	Description
5	Scalability potential	Description
6	Potential Risks	Description
7	Other criteria	Calculation / Description

Conclusion: (at least 10 but no more than 50 words)

Overall conclusion: (positive / negative recommendation)

Note: the proposed form of conclusion is typical and is subject to editing taking into account the specifics of the project