

Suggestions for Accessing the Government Procurement Market of Japan

Government procurement contracts discussed in this Q&A basically refer to those procurement contracts that are subject to the WTO Agreement on Government Procurement and voluntary measures.

- (1) Since necessary information on tender is published in the official gazette, “Kanpo” (or Kenpo and its equivalents for sub-central government entities), it is important to read the gazette carefully. In addition to that, establishing an office or an agency in Japan to conduct daily commercial activities would be effective for increasing opportunities to access to the government procurement market of Japan. Please see Appendix 3, for methods of obtaining the official gazette.
- (2) Each procurement agency has a contact point, as set out in Appendix 4 on particular government procurements.
- (3) The government procurement of Japan is conducted on the basis of competitive tendering procedures with the participation of qualified suppliers. Therefore, those who are interested in participating in tender, need to apply for qualification by the procuring entity concerned. In order to increase opportunities to participate in tender, suppliers are recommended to apply for qualification in advance.
- (4) There are laws and regulations of Japan which require distributors and manufactures of specified goods or services to obtain necessary licenses. For example, distributors of medical equipment must register with the Government according to the Pharmaceutical Law.
In the case of public works construction, those who are interested to participate need to undertake business evaluation (“*keishin*”) before qualification by the procuring entity concerned.
Non-mandatory technical specifications like the Japan Industrial Standard (JIS) have been established in Japan. Since distributors and manufacturers are sometimes required to meet these specifications, it is important to have sufficient knowledge of them.

- (5) Procuring entities are sometimes incapable of responding to inquiries in languages other than Japanese. Therefore, it is important to make inquiries in Japanese in order to obtain information on government procurement in an effective and timely manner.



Q. 1 What regulations are the basis of government procurement procedures ?

With respect to Japan's government procurement procedures, numerous domestic laws and ordinances have been enacted. These include the Accounts Law (Law No. 35 of 1947), Cabinet Order concerning the Budget, Auditing and Accounting (Imperial Ordinance No. 165 of 1947), and the Local Autonomy Law (Law No. 67 of 1947).

Agreement on Government Procurement under the framework of the World Trade Organization (WTO) provides for the international rule of the government procurement. In March 2012, "Protocol Amending the Agreement on Government Procurement" which aims at expanding the coverage of the Agreement was adopted. Japan accepted the Protocol in March 2014.

The Protocol came into force for Japan on 16 April 2014. Between Japan and a Party which has not accepted the Protocol, the previous Agreement applies until the Party accepts the Protocol. (Note 1, Note 2).

As a part of Japan's efforts to increase opportunities for foreign suppliers to get access to the Japanese market, the government has established, as a voluntary measure, non-discriminatory, fair, and transparent procedures that surpass those stipulated in the Agreement on Government Procurement. Under these domestic laws and ordinances, the Agreement on Government Procurement, and voluntary measures, our country's governmental procurement has been conducted in a transparent, fair, and competitive manner.

Additionally, some Economic Partnership Agreements (EPA) have the provisions of Government Procurement (Note 3).

Note1

- (1) The Parties to the revised Agreement on Government Procurement (as of July, 2016): Armenia, Canada, the European Union (EU) and its 28 Member States, Hong Kong China, Iceland, Israel, Japan, the Republic of Korea, Liechtenstein, Montenegro, the Netherlands with respect to Aruba, New Zealand, Norway, Singapore, Taiwan, the United States, and Ukraine.
- (2) The Parties which has not accepted the revised GPA (as of June 2016): Switzerland
- * Between Japan and Switzerland, the previous Agreement applies.

Note2

Procurement procedures under the Agreement on Government Procurement are also ensured under domestic law by the Cabinet Order Stipulating Special Procedures for Government Procurement of Products or Specified Services (Government Ordinance No.300 of 1980) , the Cabinet Order Stipulating Special Procedures for Government Procurement of Products and Specified Services in Local Government Entities (Government Ordinance No.372 of 1995) and relevant ministerial ordinances, among others.

Note3

The EPAs include the provisions of Government Procurement concluded by Japan as of July, 2016.

(URL: <http://www.mofa.go.jp/policy/economy/fta/index.html>)

(1) The Agreements have the independent Government Procurement chapter.

Japan-Singapore EPA , Japan-Mexico EPA, Japan-Chile EPA, Japan-Thailand EPA, Japan-Indonesia EPA, Japan-Philippines EPA, Japan-Switzerland EPA, Japan-India EPA ,Japan-Peru EPA, Japan-Australia EPA and Japan-Mongolia EPA.

(2) The Agreements do not have the independent Government Procurement chapter.

Japan-Brunei EPA and Japan-Viet Nam EPA.

Q.2 What is the range of procurement contracts covered by the Agreement on Government Procurement?

The Agreement on Government Procurement applies to any contract whose estimated value is not less than the relevant threshold (Note 1) specified in Japan's Appendix I of the above Agreement, regarding the procurement of goods (Note 2) or services (Note 3) through purchase or lease by any of the entities subject to the above Agreement.

Furthermore, as a voluntary measure to facilitate access to opportunities for foreign suppliers in the Japanese market, the Government of Japan has lowered the thresholds for the procurement of goods and services covered by the Agreement on Government Procurement (except construction services and architectural, engineering and other technical services related to construction services) by the entities listed in Annex 3 of Government of Japan in Appendix I of the Agreement on Government Procurement amended by the Protocol, and follows the procedures consistent with the above Agreement.

Appendix 4 shows the entities subject to both the Agreement on Government Procurement and the voluntary measures, and other entities subject only to voluntary measures related to the procurement of computer products and services. "Sub-central government entities" subject to the Agreement on Government Procurement in Japan listed in Japan's Annex 2 of the Agreement.



Note1

Threshold values specified in the Agreement on Government Procurement and the Japanese voluntary measures as well as their equivalent values in Japanese Yen (valid from 1 April 2016 through 31 March 2018). The threshold values, in Japanese yen, are published in the government's official gazette "Kanpo" every two years.

(Ten Thousand SDR / Ten Thousand Yen)

| | GPA | | Voluntary Measures | |
|---|-------|---------|--------------------|-------|
| | SDR | YEN | SDR | YEN |
| <Central Government Entities> | | | | |
| 1.Goods | 10 | 1,600 | 10 | 1,600 |
| 2.Construction Services | 450 | 74,000 | * | * |
| 3.Architectural, engineering & Other Technical Services covered by this Agreement | 45 | 7,400 | * | * |
| 4.Other Services | 10 | 1,600 | 10 | 1,600 |
| <Sub-central Government Entities> | | | | |
| 1.Goods | 20 | 3,300 | * | * |
| 2.Construction Services | 1,500 | 247,000 | * | * |
| 3.Architectural, engineering & Other Technical Services covered by this Agreement | 150 | 24,000 | * | * |
| 4.Other Services | 20 | 3,300 | * | * |
| <All Other Entities> | | | | |
| 1.Goods | 13 | 2,100 | 10 | 1,600 |
| 2.Construction Services for Japan Post in GroupA | 1,500 | 247,000 | * | * |
| 3.Construction Services for Japan Post and entities in Group B | 450 | 74,000 | * | * |
| 4.Architectural, engineering and Other Technical Services | 45 | 7,400 | * | * |
| 5.Other Services | 13 | 2,100 | 10 | 1,600 |

* indicates the goods or services to which the Japanese voluntary measures are not applied. (The Agreement on Government Procurement applies.)

Note2

Goods subject to the Agreement on Government Procurement are defined by relevant Japanese laws and regulations as movable assets other than cash and valuable securities, and the programs as defined by the Copyright Law.

Note3

Services subject to the Agreement on Government Procurement are specified in Annex 5 of the Government of Japan in Appendix I of the Agreement on Government Procurement amended by the Protocol. In addition, services in the field of telecommunications, medical technology and computers are defined by the respective voluntary measures (See Appendix 1).

Q.3 What are the methods for selecting the procurement contract's awardees?

Entities subject to the Agreement on Government Procurement use the Open Tendering Procedure, the Selective Tendering Procedure, or the Limited (Single) Tendering Procedure to select the procurement contract's awardees. These three procedures are outlined as follows:

<Open Tendering Procedures>

The Open Tendering Procedure is the basic bidding procedure. In this procedure, a procuring entity publishes in the official gazette "Kanpo" or its equivalents at the local level, a notice to invite qualified suppliers to participate in the tendering procedures. The contract is awarded to the tenderer who has made the best offer in terms of tendered prices (Note).

<Selective Tendering Procedures>

The Selective Tendering Procedure is used when the Open Tendering Procedure is not needed because only a small number of suppliers can participate in the tendering procedures due to the nature or purpose of the contract or when the Open Tendering Procedure is regarded as inappropriate. In the Selective Tendering Procedure, a procuring entity designates, from among qualified suppliers, those considered capable to implement the contract and invites them to participate in the tendering procedures. The contract is awarded to the tenderer who has made the best offer in terms of tendered prices (Note).

A notice is published in the official gazette "Kanpo" or its equivalents at the local level, as in the Open Tendering Procedure, and the suppliers who have not been designated but wish to participate in tender can do so on the condition that they complete the qualification procedure.

<Limited (Single) Tendering Procedures>

In the Limited Tendering Procedure, the contract is awarded without competitive tendering (the open and selective tendering procedures).

The Limited Tendering is an exception and is used only under the conditions provided in the Agreement on Government Procurement, such as the absence of tenderers in response to a public notice or the need for the protection of exclusive rights like patents which do not permit competition.

Note

Contracts may be awarded on the basis of various criteria in addition to the price (overall-greatest-value evaluation method), while ensuring transparency, fairness and budgetary efficiency in the procedure.

Q.4 What are the conditions for participating in competitive tendering procedures?

In general, in order to participate in the Open and Selective Tendering Procedures, suppliers need to be qualified by the entities concerned and to be registered in their permanent lists of qualified suppliers.

In the competitive tendering procedures of Japan, the decision to award contracts is made, as a general rule, on the basis of tendered price in order to ensure transparency, fairness and efficiency. This principle could lead to an inappropriate implementation of contracts without an advance review of suppliers' capability. Therefore, to the extent that fairness of competition is not impaired, each procurement agency is allowed to specify the qualifications of suppliers to participate in the competitive tendering procedures and review their capabilities to implement contracts, including the scale of business activities and their past business performance. By inviting qualified suppliers with sufficient capabilities, the procurement agencies can award contracts to the suppliers that has the ability to implement them, while ensuring the transparency of the tendering procedures.



Q.5 What are the application procedures for qualification?

<Document needed for Applying for Qualification>

An application for qualification can be made regardless of suppliers' nationalities. A Japanese subsidiary of a foreign firm may apply for qualification on behalf of the parent firm by presenting a letter of attorney.

In the case of a procurement by central government entities, each entity publicizes through the official gazette "Kanpo" such information as necessary qualifications, categories of products or services to be procured, documents to be submitted for qualification, organizations to receive the documents, methods for notification of the result and duration of the validity of the qualification, usually during the period between December and February. Those who intend to be qualified must submit necessary documents according to the public notice. Although it is desirable that the application be made during the period specified in the public notice for administrative convenience, a qualification review may be carried out at other time. (The other entities including sub-central government entities subject to the Agreement on Government Procurement have the procedures similar to those mentioned.)

While necessary documents for qualification are specified in a public notice through "Kanpo" or its equivalents at the local level, the submission of the following documents are required in most cases. Since some of the documents need to be submitted in specified formats, the applicants are recommended to inquire the contact point mentioned in the notice how to obtain the formats.

- Application form for qualification to participate in the Open and Selective Tendering Procedures;
- Certificate of registered matters, identification certificate or other documents equivalent to these certificates;
- Historical record of the company;
- Financial statements; and
- Tax payment certificate or other equivalent documents.

<Qualification Criteria>

In the case of central government entities, each ministry and agency translates applicants' capabilities to implement contracts into numeric figures for objective judgment. These figures are determined on the basis of its own review criteria such as yearly average sales, owned capital, number of staff, value of facilities, floating capital ratio and number of years in business. In this calculation the larger the applicant's figure becomes, the more expensive procurement contract the applicant can carry out. Usually suppliers are divided into groups such as A, B and C, according to their figures. Similar criteria are employed by local government entities in their respective qualification procedures.

Qualification criteria, a list of groups based on the numeric figures and a list to identify the groups corresponding to the scale of contracts are published in the official gazette "Kanpo" or its equivalents at the local level.

<Scope and Duration of the Validity of Qualification>

With the exception of "the Unified Qualification for Participating in Tendering Procedures" listed in page 22, each procuring entity accepts applications and carries out the qualification process; although the qualification is valid only for the entity concerned, it can be valid for the other entities belonging to the same ministry or agency by presenting a certificate of qualification.

The qualification is generally valid for two or three years. More specific information is provided in the official gazette "Kanpo" or its equivalents at the local level, published around December to February. When the application for qualification is made later than the qualification period specified by the official gazette, the qualification is valid only during the remaining period of two or three years.

<Unified Qualification for Participating in Tendering Procedures>

To alleviate the burden on individuals planning to participate in tendering procedures, and to simplify and enhance the efficiency of administrative work, the central government has decided to unify the qualifications for participating in tendering contracts (related to the manufacture and sale of products) with central government entities since April, 2001 (Note). This unified qualification is effective for all procurement entities of the central government. Those who intend to receive this unified qualification must submit application forms, either in person, by post, or via the Internet, to any one of the locations that accepts the applications. For the specific documents that must be submitted, check the public notice through the official gazette “Kanpo” (Appendix 2) or the various websites of the relevant government agencies and ministries.

(Note)

Ministries and agencies which recognize the unified qualification include: House of Representatives; House of Councilors; National Diet Library; Supreme Court; Board of Audit; Cabinet Secretariat; Cabinet Legislation Bureau; National Personnel Authority; Cabinet Office; Imperial Household Agency; Fair Trade Commission; National Police Agency; Specific Personal Information Protection Commission; Ministry of Defense; Financial Service Agency; Consumer Affairs Agency; Ministry of Internal Affairs and Communications; Ministry of Justice; Ministry of Foreign Affairs; Ministry of Finance; Ministry of Education, Culture, Sports, Science and Technology; Ministry of Health, Labour and Welfare; Ministry of Agriculture, Forestry and Fisheries; Ministry of Economy, Trade and Industry; Ministry of Land, Infrastructure and Transportation; Ministry of the Environment and Reconstruction Agency (including external bureaus, affiliated organizations, other organizations, and local departmental branches and bureaus).

Q.6 How can the information on tenders be obtained?

<Notice of Invitation to Tender>

A procuring entity publishes a notice in the official gazette “Kanpo” or its equivalents at the local level, for the invitation to tender at least 40 days in advance of the closing date of receipt for tenders (Note1). Information on tenders is also available through contact points on government procurement set out in Appendix 4

A notice of invitation to tender includes the information indicated below. In the official gazette, the nature and quantity of goods or services to be procured, the deadlines set for the submission of tenders, and the name and department of the official in charge of the contract are described in English, one of the official languages of the WTO (Note2). Public notices on the Selective Tendering Procedure contain, in addition to the above information, the requirements to be designated to participate in tenders.

Furthermore, with a view to facilitating access to the information on government procurement, an electronic data base containing the information published in the official gazette “Kanpo” is available, either at such places as local branch offices and Business Support Centers of Japan External Trade Organization (JETRO (Business Services Department, Business Services Division, Tel: 03(3582)5651, Fax: 03(3582)5662)) or through on-line information and data base retrieval services (<http://www.jetro.go.jp/en/database/procurement/>). Information about main procurement of not only central government entities but also all prefectures, ordinance-designated cities, core cities, special cities are available through on JETRO Website in English

The central government entities provide on their respective websites the procurement information such as Notices of Invitation to Tender, etc., published in the official gazette “Kanpo”. The URLs of various ministries and agencies are listed in Appendix 6

- Subject matter of the contract;
- In case of recurring contracts, the nature and quantity of the goods or services to be procured under all the remaining contracts after one of the series of recurring contracts, the estimated date of the subsequent tender notices and the date of the notice to invite to the first tender;
- Qualifications required to participate in the tendering procedures;
- Place and deadline set for the submission of tenders;
- Place for indicating contract provisions;
- Place and procedures for the delivery of tender documentation;
- Name and department of the official in charge of the contract;
- Place, date and time of opening tenders;
- Language and currency to be used for the contract;
- Information on tender guarantee fee and contract guarantee fee;
- Obligations of tenderers;
- Explanation that tenders made by non-qualified suppliers and tenders violating conditions for tender are invalid;
- Whether a written contract is required or not; and
- Method for determining the successful tenderer.

Note1

In the voluntary measures to facilitate access to opportunities for foreign suppliers in the Japanese market concerning the procurement items to be handled in accordance with the Agreement on Government Procurement, the Government of Japan has extended in principle the bidding period to 50 days from the date of public notice for the invitation to tender.

In the event of the Limited Tendering Procedure, it is required to publish a notice of its intent to use such procedures (with the exception of procurements of extreme urgency) in the official gazette at least 20 days in advance of the planned date of the award of contract (Notice of procurement in the field of supercomputers, telecommunications, medical technology and non-R&D satellites, must be published in the official gazette 40 days in advance, in principle.)

Note2

As a voluntary measure, public notices for the invitation to tender must contain such information as the qualifications for participating in the tender and the place and deadline of delivery, in English as well as in Japanese.

<Tender Documentaion and Meeting on the tender procedures>

Those who intend to participate in competitive tendering procedures can obtain the tender documentation from the procuring entity concerned. In general, a documentation contains such information as shown below. In some cases, the papers are sold, not given free.

Procuring entities may hold meetings to explain proposed procurements. The methods to obtain tender documentation, and the date and place of such meetings, if any, are indicated in notices in the official gazette “Kanpo” or its equivalents at the local level.

- Descriptions to specify goods or services to be procured
e.g. nature, quantity, quality and specifications of goods or services to be procured;
- Qualifications in relation to business and technical capabilities required for tenderers
e.g. Capabilities of implementing contracts, research and development capabilities, after-service system, licenses required for business;
- Obligations of tenderers
e.g. explanation of goods or services to be delivered, consultation, delivery deadline, provision of information, submission of specifications of goods or services, submission of standards inspection certificate and cooperation in supervision and inspection;
- Information to tenderers
e.g. contact points;
- Criteria for awarding the contract
e.g. tendered prices;
- Basic contract provisions
e.g. delivery date, delivery method, settlement method and other requirements in implementing contracts.

<Announcement of information at the beginning of the fiscal year>

As a voluntary measure to facilitate access to opportunities for foreign suppliers in the Japanese market, the Government of Japan discloses the procurement schedule of large-scale goods and services in the official gazette as early in the fiscal year as possible. At the same time, to explain the detailed schedule at the beginning of the fiscal year (or as early in the fiscal year as possible), the government hold a seminar for all interested domestic and overseas suppliers. The seminar is held under the sponsorship of the Ministry of Foreign Affairs and the various procurement entities. The date of each seminar is published in the official gazette.

<Invitation to provide materials and documents and other activities>

As a voluntary measure, the Government of Japan has also established the following procurement procedures to further guarantee transparency, fairness and competitiveness: (1) invitation to submit materials for determination of specifications, etc.; (2) invitation to comment on proposed specifications; and (3) disclosure of designated suppliers when the Selective Tendering Procedure is implemented. Details will be provided in the official gazette. As for such sectors as supercomputers, non-R&D satellites, computers, telecommunications, and medical technology, individual procedures have been established(NOTE), in addition to the voluntary measures for government procurement on products in general.

A booklet called ‘Japan’s Government Procurement: Policy and Achievements Annual Report’ is published each year. It is a compilation of a range of information related to Japan’s governmental procurement. The publication includes the information on the awarding of contracts, the overall trends in government procurement, and the regulations on procurement procedures except sub-central and the sector of construction. (The booklet is also publicized via the website.

The URL is:http://japan.kantei.go.jp/96_abe/documents/2014/procurement2013_e.html

Note

For reference, the general flow of procedures related to the procurement of telecommunications equipment is as follows:

Outline of Procedures of Telecommunications Procurement

- APPLIED TO ALL PROCUREMENT
- APPLIED TO, IN PRINCIPLE, PROCUREMENT OF MODIFIED OR SPECIALLY DEVELOPED PRODUCTS OR SERVICES AND OFF-THE-SHELF PRODUCTS OR SERVICES ABOVE 385,000 SDRs
- APPLIED TO, IN PRINCIPLE, PROCUREMENT ABOVE 385,000 SDRs WHOSE SPECIFICATION FORMULATION IS DIFFICULT WITHOUT INPUT FROM SUPPLIERS
- OTHERS

QUALIFICATION PROCEDURES

QUALIFICATION PUBLISH ANNUALLY AN INVITATION FOR QUALIFICATION; CONSIDER BUSINESS ACTIVITIES OUTSIDE OF JAPAN; NOTIFY SUPPLIERS IN WRITING OF THE RESULTS

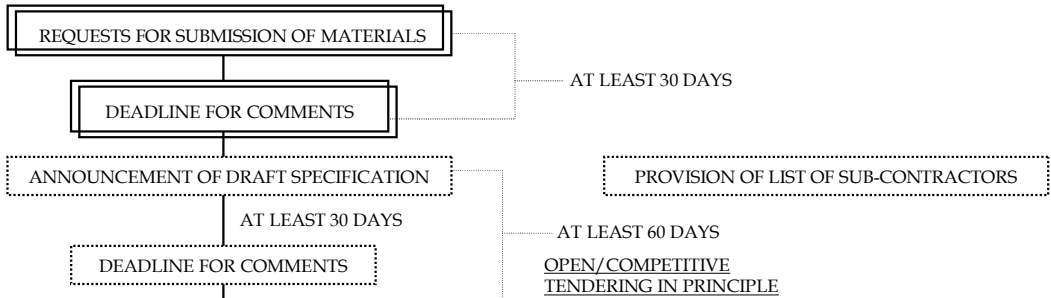
FURTHER PROCUREMENT PLANS

ANNOUNCEMENT IN KANPO AT THE BEGINNING OF FISCAL YEAR (ABOVE THRESHOLD)

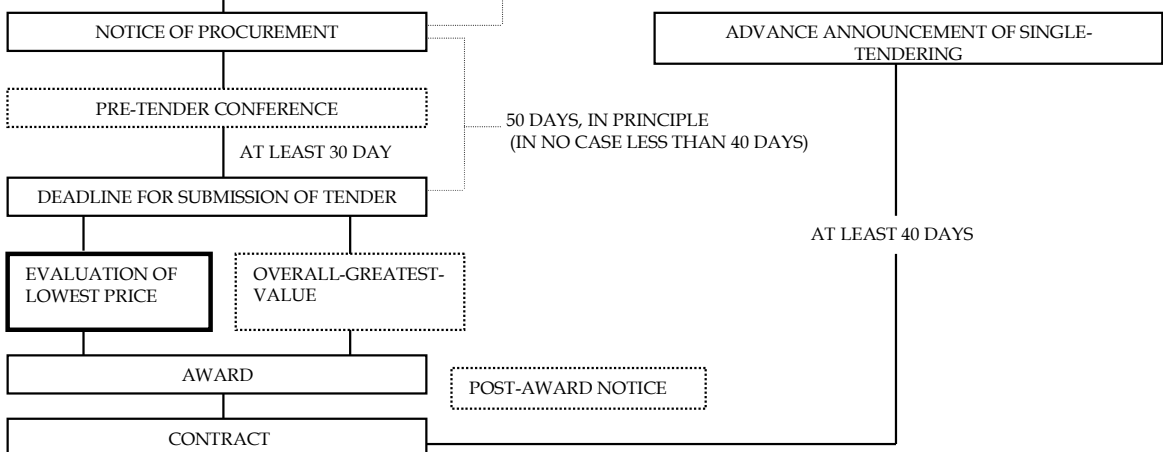
CONTACT POINT PROVIDE GENERAL INFORMATION ON ALL TELECOM PROCUREMENT AND MORE SPECIFIC INFORMATION ON PROCUREMENT ABOVE THE THRESHOLD

MEETING DISCUSS MAJOR SHORT-TERM PLANS AND, WITH BUDGETARY RESERVATIONS, LONGER-TERM PLANS

REQUESTS FOR COMMENTS



TENDERING PROCEDURES



COMPLAINT MECHANISMS

- PROCUREMENT REVIEW BOARD**
- PREVENTION OF UNFAIR TENDER**

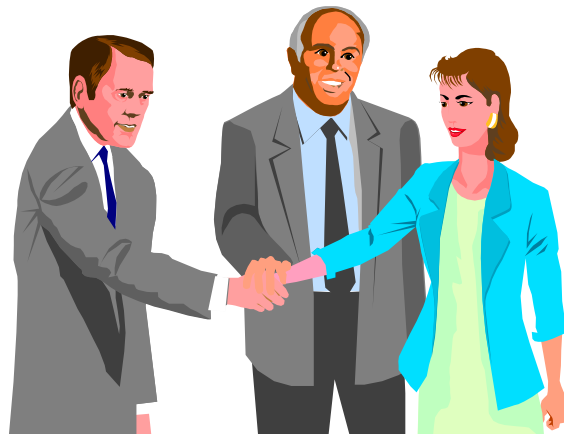
Q.7 What are the procedures for submitting tenders?

Sealed tender documents must be submitted to the designated place before the deadline as specified by a notice in the official gazette “Kanpo” or its equivalents at the local level. Specifications of products to be procured may be required to be submitted together with the tenders in some cases. (Such requirements are clarified in those official publications.)

Tender documents should be submitted, by the tenders or by a proxy, in person or by mail. The submission be completed before the deadline. Tender documents, once submitted, must not be replaced, modified or canceled.

Tender documents can be submitted by Internet to some procurement agencies. Details on tenders by Internet are available through contact points on government procurement set out in Appendix 4.

Although it is stipulated that tenderers are required to pay 5% or more of their estimated contract prices as guarantee fees, it’s often the case that payment of the fees is exempted, since those participating in the competitive tendering procedures are, in most cases, the qualified suppliers.



Q.8 What are the procedures for opening tenders and awarding contracts ?

<Procedures for Opening Tenders>

Tenders are opened at the time and place specified by a notice in the official gazette, “Kanpo” or its equivalents at the local level, in the presence of tenderers or their proxies. Should no tenderers or their proxies be present, the staff of the procuring entity who are not involved in the tendering procedures are required to witness.

The tenders submitted by unqualified suppliers or those violating the tender requirements are recognized invalid and ruled out from the tendering procedures. In this case, the tenderers in question shall be informed of the rejection.

<Method for Awarding of Contracts>

As a general rule, a contract is awarded to the tenderer who has submitted a tender of the lowest price, provided that the price does not exceed the ceiling price evaluated in advance by the procuring entity taking into account such criteria as the actual price of a similar transaction, supply-demand balance, complexity of the procurement, quantity to be procured and time allowance of the delivery (Note).

If no tender is lower than the ceiling price after the several submissions, the tendering procedure is ceased. In this case, the procurement agency follows either of the following procedures: (1) to negotiate with the tenderers concerned individually without modifying the tender conditions and to award the contract to a tenderer offering a price lower than the ceiling price; or (2) to repeat the whole tendering procedure, including the reissuance of a public notice on tender, with the tender conditions modified.

As indicated above, it is avoided that officials in charge of contracts make an arbitrary decision in determining the winner of the tender by qualifying suppliers in advance and by awarding the contract to the tenderer having submitted the lowest price.

Each procurement agency informs tenderers of the decision of awarding the contract in writing. Further, each agency publishes a notice in the official gazette “Kanpo” or its equivalents at the local level, mentioning the content of the contract, the date of award, the name and address of the winning tenderer and the winning price with a view to increasing opportunities for potential suppliers to participate in tendering procedures. Information on awarding of contracts is also available at contact points on government procurement (Appendix 4).

Note

Contracts may be awarded on the basis of various criteria in addition to the price (overall-greatest-value evaluation method), while ensuring transparency, fairness and budgetary efficiency in the procedures, should the nature of procurements so require.

Q.9 How can suppliers file complaints regarding government procurement?

The Japanese Government has established the “Government Procurement Challenge” system to enhance the transparency, fairness, and competitiveness of Japan’s government procurement procedures. A supplier may file a complaint with the Government Procurement Review Board (GPRB), when the supplier suspects a breach of any provision of the Agreement on Government Procurement (GPA), or other applicable Measures designated by the Head of the Council of Government Procurement Review (CGPR).

Complaints may be filed for the government procurement of goods and services not less than 100,000 SDRs (16,000,000yen), and that of construction services not less than 4,500,000 SDRs (740,000,000yen) .

The GPRB has been established, pursuant to the GPA, and is an impartial and independent review body with no interest in the outcome of the procurement and the members of which are free from external influence during the term of appointment. The general procedure for filing a complaint is listed below. (Each sub-central government entity has established the respective procedures of its review system by following the example of the central government. Relevant information on specific procedures for complaint review can be obtained through the official gazette “Kanpo” and its equivalents at the local level or through other government procurement contact points [Appendix 4]).

<Qualification of complainants>

When a supplier suspects a breach of any provision of the Agreement or other Measures, a complaint must be filed no later than 10 days from the time when the basis of the complaint is known to the supplier. (Review Procedures for Complaints Concerning Government Procurement [hereafter “Procedures for Complaints”] 5. (1)).

As regards to the government procurement other than public works, complaints may be filed by those who supplied or who were capable of supplying the goods or service when the procuring entity procured them. (these persons will be defined as “Suppliers”). For government procurement of public works, see Procedures for Complaints 2.(1).

<Where to file complaints>

Complaints may be filed with the Government Procurement Review Board (the secretariat is: the Office for Government Procurement Challenge System, the Cabinet Office).

<Filing of complaints>

Complaints should be received in the specified form, in person, by mail or any other means.

<Further information on the challenge system>

More details on the challenge system can be obtained by contacting the following sources:

The Office for Government Procurement Challenge System, the Cabinet Office

Address: 1-6-1 Nagata-cho, Chiyoda-ku, Tokyo 100-8914

Telephone: 03-6257-1545

Facsimile: 03-3581-4772

Email: chans.bg@cao.go.jp

website: http://www5.cao.go.jp/access/english/chans_main_e.html

(The website publishes relevant applicable measures and the format for the application for Filing a Complaint.)

Appendix 1

<Services Covered by the Agreement on Government Procurement>

ANNEX5

This Agreement covers the following services, which are identified in accordance with the United Nations Provisional Central Product Classification (CPC) 1991, as well as document MTN.GNS/W/120 for Telecommunications services

- 6112 Maintenance and repair services of motor vehicles (Note1)
- 6122 Maintenance and repair services of motorcycles and snowmobiles (Note1)
- 633 Repair services of personal and household goods
- 642 Food serving services(Note5)
- 643 Beverage serving services(Note5)
- 712 Other land transport services (except 71235 Mail transportation by land)
- 7213 Rental services of sea-going vessels with operator
- 7223 Rental services of non-sea-going vessels with operator
- 73 Air transport agency services (except 73210 Mail Transportation by air)
- 748 Freight transport agency services
- 7512 Courier services (Note2)
- Telecommunications services
- MTN.GNS/W/120
- -Corresponding CPC
- 2.C.h. - 7523 Electronic mail;
- 2.C.i. - 7521 Voice mail;
- 2.C.j. - 7523 On-line information and data base retrieval;
- 2.C.k. - 7523 Electronic data and interchange (EDI);
- 2.C.l. - 7529 Enhanced facsimile services;
- 2.C.m. - 7523 Code and protocol conversion; and
- 2.C.n. - 7523 On-line information and / or data processing (including transaction processing)
- 83106
- to 83108 Leasing or rental services concerning agricultural machinery and equipment without operator (Note 5)
- 83203 Leasing or rental services concerning furniture and other household Appliances (Note5)
- 83204 Leasing or rental services concerning pleasure and leisure equipment (Note 5)
- 83209 Leasing or rental services concerning other personal or household goods (Note 5)
- 84 Computer and related services
- 864 Market research and public opinion polling services
- 865 Management consulting services (Note 5)

- 866 Services related to management consulting (except 86602 Arbitration and conciliation services) (Note 5)
- 867 Architectural, engineering and other technical services (Note3)
- 871 Advertising services
- 87304 Armored car services
- 874 Building-cleaning services
- 876 Packaging services (Note 5)
- 8814 Services incidental to forestry and logging, including forest management
- 88442 Publishing and printing services (Note4)
- 886 Repair services incidental to metal products, machinery and equipment
- 921 Primary education services
- 922 Secondary education services
- 923 Higher education services
- 924 Adult education services
- 94 Sewage and refuse disposal, sanitation and other environmental protection Services
- 9611 Motion picture and video tape production and distribution services(except 96112 Motion picture or video tape production services)

Note to Annex 5

1. Maintenance and repair services are not included with respect to those motor vehicles, motorcycles and snowmobiles which are specifically modified and inspected to meet regulations of the entities.
2. Courier services are not included with respect to letters.
3. Architectural, engineering and other technical services related to construction services, with the exception of the following services when procured independently, are included:
 - Final design services of CPC 86712 Architectural design services;
 - CPC 86713 Contract administration services;
 - Design services consisting one or a combination of final plans, specifications and cost estimates of either CPC 86722 Engineering design services for the construction of foundations and building structures, or CPC 86723 Engineering design services for mechanical and electrical installations for buildings, or CPC 86724 Engineering design Services for the construction of civil engineering works; and
 - CPC 86727 Other engineering services during the construction and installation phase.
4. Publishing and printing services are not included with respect to materials containing confidential information.
5. With respect to these services, this Agreement does not cover procurement by the entities listed in Annexes 2 and 3.

<Services Covered by the Measures Related to Japanese Public Sector Procurement of Medical Technology Products and Services>

Design services of medical technology products (medical instruments and apparatus, medical supplies and dental materials, excluding these for animal use, listed in Annex 1 of the Enforcement Ordinance of the Pharmaceutical Affairs Law, and in-vitro diagnostic reagents stipulated in paragraph 13 of Article 2 of the Pharmaceutical Affairs Law), and design services of software which is solely used in medical technology products

<Services Covered by the Measures Related to Japanese Public Sector Procurement of Computer Products and Services>

Operation and maintenance of computers; input of data into computers; development of computer systems, including development of software and systems integration; maintenance of computer software; and other related services

<Services Covered by the Measures Related to Japanese Public Sector Procurement of Telecommunications Products and Services>

1. In the Measures, “telecommunications services” means the following.

(1) Relating to the telecommunications products (It means all types of terminals, switching equipment, transmission equipment, wireless equipment and telecommunications cable. Under the Measures, no specific telecommunications products are excluded.)

(a) Operation and maintenance services

(b) Systems integration

(c) Custom software development

(d) Network management and operation

(e) Consulting, management, and other analytical services and studies

(2) Other services

(a) Electronic mail

(b) Voice mail

(c) On-line information and data base retrieval

(d) Electronic data interexchange (EDI)

(e) Enhanced facsimile services

(f) Code and protocol conversion

(g) On-line information and/or data processing (including transaction processing)

* (2).(a)-(g) is a list according to Annex 5 of the Government of Japan in Appendix I of the Agreement on Government Procurement amended by the Protocol.

2. Enhanced or value-added services that emerge in the future will be included in the services covered by the Measures.

Enhanced or value-added services are defined as services offered over Type I carrier transmission facilities, which employ such computer processing applications as described below:

(a) that convert the content, code, protocol or similar aspects of the subscriber's transmitted information (conversions performed solely for the benefit of the network shall not be included within the scope of this definition);

(b) that provide the subscriber with additional, different or restructured information; and

(c) that involve subscriber interaction with stored information (a services involving the storage and automatic delivery of information to the recipient will be allowed whenever the service includes one of the processing applications described in sub-paragraphs (a) or (b) of this Paragraph, or whenever the storage and delivery function provides a service of value to the sender or recipient).

Appendix 2

<Unofficial Translation>

<Public Notice on the Qualification to Participate in Tender (Excerpts)>

The following is a public notice of the application procedure for those individuals wishing to obtain qualification to participate in competitive contract tendering for the manufacture and sale, etc. of goods and items required by various ministries and government agencies (unified qualification across all ministries and government agencies) given in Separate Notation 1 for FY 2016, 2017, and 2018.

If a participant submits an application to any one of the locations mentioned in the Table, the qualification obtained will become a unified qualification and will be effective with, and valid for, all procurement entities of various ministries and government agencies as given in Separate Notation 1 which are located, of all the regions taking part in competitive tendering given in Separate Notation 2, in the region which the participant requests. More than one region may be selected.

24 December 2015

Director of Financial Affairs Division of the following entries: House of Councilors; National Diet Library; Supreme Court; Board of Audit; Cabinet Office; Reconstruction Agency; Ministry of Internal Affairs and Communications; Ministry of Justice; Ministry of Foreign Affairs; Ministry of Finance; Ministry of Education, Culture, Sports and Science and Technology; Ministry of Health, Labor and Welfare; Ministry of Agriculture, Forestry and Fisheries; Ministry of Economy, Trade and Industry; Ministry of Land, Infrastructure and Transport and Tourism; Ministry of Environment; Ministry of Defense

◎Procurement entity number:

001,002,003,004,005,006,007,008,009,010,011,012,013,014,015,016,017,018,019,020,021,022,023,024,025

◎Location number: 13

1. Type of qualification and types of products, services, etc. to be procured

The type of qualification for individuals intending to obtain qualification for participating in tendering procedures as well as the types of goods, or services, shall be made as follows:

(1) Manufacture of goods

(a) Clothing and other textile products, (b) Rubber, leather, and plastic products, (c) Ceramics and earth/stone products, (d) Non-ferrous metal and metal products, (e) Form printing, (f) Other printed matter, (g) Books, (h) Electronically published materials, (i) Paper and paper-processed items, (j) Vehicles, (k) Other transport and delivery machinery and equipment, (l) Ships and vessels, (m) Fuels, (n) Furniture and utensils, (o) General and industrial equipment, (p) Electrical and telecommunications equipment, (q) Electronic calculators, (r) Precision

equipment, (s) Medical equipment, (t) Office equipment, (u) Other equipment, (v) Pharmaceuticals and medical supplies, (w) Stationery, (x) Engineering works, construction and architectural materials, (y) Police equipment, (z) Defense equipment, (aa) Others.

(2) Sale of goods

(a) Clothing and other textile products, (b) Rubber, leather, and plastic products, (c) Ceramics and earth/stone products, (d) Non-ferrous metal and metal products, (e) Form printing, (f) Other printed matter, (g) Books, (h) Electronically published materials, (i) Paper and paper-processed items, (j) Vehicles, (k) Other transport and delivery machinery and equipment (l) Ships and vessels, (m) Fuels, (n) Furniture and utensils, (o) General and industrial equipment, (p) Electrical and telecommunications equipment, (q) Electronic calculators, (r) Precision equipment, (s) Medical equipment, (t) Office equipment, (u) Other equipment, (v) Pharmaceuticals and medical supplies, (w) Stationery, (x) Engineering works, construction and architectural materials, (y) Police equipment, (z) Defense equipment, (aa) Others.

(3) Provision of services, etc.

(a) Advertisement and publicity, (b) Photography and technical drawing, (c) Survey and research, (d) Information processing, (e) Translations, interpreting, stenography, (f) Software development, (g) Hiring Venue, etc., (h) Leasing, (i) Building management and other maintenance/management operations, (j) Transport, (k) Vehicle servicing and repair, (l) Ship and vessel servicing and repair, (m) Electronic publishing, (n) Maintenance of defense equipment, (o) Others

(4) Acquisition of goods

(a) Timber (excluding acquisition of forestry products that are made through state forest management), (b) Others

2. Submission period

Applications for qualification for FY 2016, 2017, and 2018 will be accepted from 6 January 2016 until 29 January 2016. Applications will be accepted even after that period, however, The Notice of the Results of the Judging of Qualifications becomes effective from the time of granting. Therefore, it is recommended to apply well in advance before tender starts.

3. Application for qualification to participate in tendering procedures

(1) Applying through the Internet

A. Submission of application

Access the Internet website given in Separate Notation 3. Enter the necessary information, and submit it with scanned copies of the following documents attached.

After the application is received, an e-mail notification of receipt

will be sent to the applicant from the entity receiving the application.

- (A) Copies of certificate of registered matter (for corporations)
- (B) Financial statements (for corporations) or documents related to net operational capital, and income-outlay statements (for individuals)
- (C) Historical record of the company
- (D) Copies of tax payment certificates (including electronic tax payment certificates) that certify that there is no outstanding payment for the following taxes.

- (a) Consumption tax or local consumption tax (for corporations and individuals)
- (b) Corporate tax (for corporations)
- (c) Income tax (for individuals)
- (d) Board member list and Written pledge of not correspond to Article 70-3 of Cabinet Order on Budgets, the Settlement of Accounts, and Accounting

Documents issued by public entities must have been issued within the last three months.

(2) Submitting the application in person or by mail

A. Obtaining application forms

Access the Internet website given in Separate Notation 3 to print the form for Application for Qualification to Participate in General Competition (Competitive Tendering) (Manufacture of Goods, Etc.) (hereinafter, "application"). Individuals intending to obtain qualification to participate in tendering procedures may obtain an application form, free of charge, at the locations indicated in the Table. Application forms which obtained by any means other than the above will not be accepted.

B. Submission of application

Attach to the documents set out in 3(1) of this Notice to the application, and submit them to any one of the locations mentioned in the Table.

For individuals bringing in the documents in person, the documents will be accepted from 10 a.m. to 4 p.m. (limited to during office hours), excluding Saturdays, Sundays, and national holidays. Applications may also be mailed (by registered mail).

(3) Language used in the application forms

- A. The application forms and financial statements must be in Japanese. For other documents that are written in other languages, attach Japanese translation.
- B. Of the attached document, the monetary amount column must present amounts in Japanese currency. This is done by converting foreign currencies into Japanese currency, using the foreign currency conversion rates as stipulated in the Accounting

Official's Business Regulations (Ministry of Finance Ordinance No. 95 of 1947).

4. Qualifications for participating in tendering procedures and screening

(1) Qualification to participate in tendering procedures will be judged by the total numerical figures, calculated based on the actual figures acquired for each of the items featured in Separate Notation 4.

(2) Qualification to participate in tendering procedures will be ranked according to the categories featured in Separate Notation 5 which incorporate the total numerical figures mentioned in (1) above.

5. Notification of the results of the screening of qualifications

The results will be notified (mailed to the contact address provided in the application) with the Notice of the Results of the Screening of Qualifications.

6. Duration of qualification

(1) Qualification by periodic screening

The duration of qualification will be from 1 April 2016 to 31 March 2019.

(2) Qualification by on demand screening

The duration of qualification will be from the time of granting to 31 March 2019.

7. Disapproval and disqualification

Individuals who correspond to Article 70-3 of Cabinet Order on Budgets, the Settlement of Accounts, and Accounting are not approved. Even qualified individuals will be disqualified when it found out that the individuals correspond to the said Article.

8. Point of contacts for inquiry on qualification screening and list of qualified individuals

Locations featured below to which application should be submitted:

Lists of qualified individuals are available at the Internet website mentioned in Separate Notation 3.

9. Others

(1) Change of application details

Qualified individuals must give notice immediately of changes in any of the following matters by accessing the Internet website mentioned in Separate Notation 3. Enter the necessary information, and submit it with scanned copies of the following documents attached.

A. Address, trade name, or name of representative

- (A) Notice of the Results of Qualifications
- (B) Certificate of registered matter (for corporations), or documents confirming the new details (for individuals)
- (C) Board member list and written pledge of not correspond to Article 70-3 of Cabinet Order on Budgets, the Settlement of Accounts, and Accounting (for individuals)

B. Tender participating region or business site

- (A) Notice of the Results of Qualifications

C. Type of qualifications, or types of procurement goods

- (A) Notice of the Results of Qualifications
- (B) Certificate of registered matter or historical record of the company

D. In the case of adding manufacture of goods to the type of qualification

- (A) Notice of the Results of Qualifications
- (B) Certificate of registered matter or historical record of the company
- (C) Most recent financial statements

E. In the case of changes regarding other matters, the application procedure given under 3 of this Notice must be taken.

- (2) Procedures for individuals who have been ordered to commence reorganization proceedings, etc. pursuant to the Corporate Reorganization Act and the Civil Rehabilitation Act

Qualified individuals who have been ordered to commence reorganization proceedings pursuant to the Corporate Reorganization Act (Act No. 154 of 2002), or those who have been ordered to commence rehabilitation proceedings pursuant to the Civil Rehabilitation Act (Act No. 225 of 1999), should immediately submit a notification of change, with one copy of each of the following documents attached, to any one of the locations mentioned in the Table.

- A. Copies of an order of commencement of reorganization proceedings, or an order of commencement of rehabilitation proceedings.
- B. Copies of documents that certify any change in the articles of incorporation or officers following an order of permission, if applicable.
- C. Notification of Change in Application for Qualification to Participate in Competition (Manufacture of Goods, Etc.) accompanying B above

In cases where, although the qualification is maintained following the submission of documents, various ministries and government agencies determine that the actual situation must be grasped in detail, the ministries and government agencies may conduct investigative hearings, independently.

- (3) Procedures in the case of merger, spin-off
Qualified individuals undergoing merger, spin-off should be taken the application procedure given under 3 of this Notice.
- (4) Procedures in the case of discontinuance of business
Qualified individuals undergoing discontinuance of business should immediately give notice of such to any one of the locations mentioned in the Table.
- (5) Request for re-issuance of a Notice of the Results of Qualifications due to loss should be submitted to any one of the locations mentioned in the Table.

Separate Notation 1: Ministries and agencies that validate the qualification

House of Representatives, House of Councilors, National Diet Library, Supreme Court, Board of Audit, Cabinet Secretariat, Cabinet Legislation Bureau, National Personnel Authority, Cabinet Office, Imperial Household Agency, Fair Trade Commission, National Police Agency, Personal Information Protection Commission, Financial Services Agency, Consumer Affairs Agency, Reconstruction Agency, Ministry of Internal Affairs and Communications, Ministry of Justice, Ministry of Foreign Affairs, Ministry of Finance, Ministry of Education, Culture, Sports, Science and Technology, Ministry of Health, Labor and Welfare, Ministry of Agriculture, Forestry and Fisheries, Ministry of Economy, Trade and Industry, Ministry of Land, Infrastructure, Transport and Tourism, Ministry of Environment, and Ministry of Defense (including external bureaus, affiliated organizations, other organizations, and local branch departments and bureaus).

Separate Notation 2: Regions and prefectures that participate in the tendering process

- (1) Hokkaido region: Hokkaido
- (2) Tohoku region: Aomori Prefecture, Iwate Prefecture, Miyagi Prefecture, Akita Prefecture, Yamagata Prefecture, Fukushima Prefecture
- (3) Kanto-Koshinetsu region: Ibaraki Prefecture, Tochigi Prefecture, Gunma Prefecture, Saitama Prefecture, Chiba Prefecture, Tokyo, Kanagawa Prefecture, Niigata Prefecture, Yamanashi Prefecture, Nagano Prefecture
- (4) Tokai-Hokuriku region: Toyama Prefecture, Ishikawa Prefecture, Fukui Prefecture, Gifu Prefecture, Shizuoka Prefecture, Aichi Prefecture, Mie Prefecture
- (5) Kinki region: Shiga Prefecture, Kyoto, Osaka, Hyogo Prefecture, Nara Prefecture, Wakayama Prefecture
- (6) Chugoku region: Tottori Prefecture, Shimane Prefecture, Okayama Prefecture, Hiroshima Prefecture, Yamaguchi Prefecture
- (7) Shikoku region: Tokushima Prefecture, Kagawa Prefecture, Ehime Prefecture, Kochi Prefecture
- (8) Kyushu-Okinawa region: Fukuoka Prefecture, Saga Prefecture, Nagasaki Prefecture, Kumamoto Prefecture, Oita Prefecture, Miyazaki Prefecture, Kagoshima Prefecture, Okinawa Prefecture

Separate Notation 3: Internet website

Website where applications for unified qualification are to be submitted
<http://www.chotatujocho.go.jp/va/com/ShikakuTop.html>

Separate Notation 4: Numerical figures to be provided

The order in which they are written: item; stage: the numerical figures to be provided (Two numerical figures are provided for the yearly average output and sales, the total owned capital, and number of years in business. Figures on the left represent manufacture of goods while those on the right represent categories other than manufacture of goods. The values for machinery equipment, etc., indicate figures representing manufacture of goods only, and current ratio indicates figures representing both.)

(1) Yearly average outputs and sales

¥20 billion or more than ¥20 billion: 60, 65
¥10 billion or more but less than ¥20 billion: 55, 60
¥5 billion or more but less than ¥10 billion: 50, 55
¥2.5 billion or more but less than ¥5 billion: 45, 50
¥1 billion or more but less than ¥2.5 billion: 40, 45
¥500 million or more but less than ¥1 billion: 35, 40
¥250 million or more but less than ¥500 million: 30, 35
¥100 million or more but less than ¥250 million: 25, 30
¥50 million or more but less than ¥100 million: 20, 25
¥25 million or more but less than ¥50 million: 15, 20
Less than ¥25 million: 10, 15

(2) Owned capital

More than ¥1 billion: 10, 15
100 million or more but less than ¥1 billion: 8, 12
¥10 million or more but less than ¥100 million: 6, 9
¥1 million or more but less than ¥10 million: 4, 6
Less than ¥1 million: 2, 3

(3) Current ratio (common to manufacture of goods and categories other than manufacture of goods)

More than 140%: 10
120% or more but less than 140%: 8
100% or more but less than 120%: 6
Less than 100%: 4

(4) Number of years in Business

20 years or more: 5, 10
10 years or more but less than 20 years: 4, 8
Less than 10 years: 3, 6

(5) Value of machinery equipment, etc. (manufacture of goods only)

¥1 billion and more: 15
¥100 million and more but less than ¥1 billion: 12
¥ 50 million and more but less than ¥100 million: 9
¥ 10 million and more but less than ¥50 million: 6
Less than ¥10 million: 3

(6) Total (Maximum point): 100

Separate Notation 5: Qualification grade categories according to type and the scope of planned prices

The order in which they are written: contract type (a) numerical figures: grade (b) scope of planned prices

(1) Manufacture of goods

(a) 90 points or more: A

80 points or more but less than 90 points: B
55 points or more but less than 80 points: C
Less than 55 points: D

(b) A is ¥30 million or more; B is ¥20 million or more but less than ¥30 million; C is ¥4 million or more but less than ¥20 million; and D is less than ¥4 million.

Note: Data for ships and vessels will be shown by various ministries and government agencies, using the methods that have been publicized separately.

Note: Data for production of materials carried out with state forest operations' special accounts will be shown by the Forestry Agency, using the methods that have been publicized separately.

(2) Sale of goods and provision of services, etc.

(a) 90 points or more: A

80 points or more but less than 90 points: B
55 points or more but less than 80 points: C
Less than 55 points: D

(b) A is ¥30 million or more; B is ¥15 million or more but less than ¥30 million; C is ¥3 million or more but less than ¥15 million; and D is less than ¥3 million.

Note: Data for ships and vessels as well as servicing/repair of ships and vessels will be shown by various ministries and government agencies, using the methods that have been publicized separately.

Note: Data for forestation carried out with state forest operations' special accounts will be shown by the Forestry Agency, using the methods that have been publicized separately.

(3) Acquisition of goods

(a) 70 points or more: A

50 points or more but less than 70 points: B
Less than 50 points: C

(b) A is ¥10 million or more; B is ¥2 million or more but less than ¥10 million; and C is less than ¥2 million.

In conducting procurement based on unified qualifications, flexible participation in tendering procedures may be permitted, such as participation in tendering procedures of other grades, in order to ensure appropriate competition.

Appendix 3

<How to obtain the Official Gazette, “Kanpo”>

The official gazette, “Kanpo,” is issued every day except holidays of the administrative agencies. Subscriptions can be made at stores of the official gazette, “Kanpo” featured below. Monthly subscription fee is 1,641 yen, and a copy is sold at 140 yen (another 140 yen to be added for every additional 32 pages) exclusive of mailing or delivery costs.

The official gazette, “Kanpo” is also available through the Internet, in addition to conventional publication on paper. Serving to complement the paper version of the official gazette, the Internet version is available for 30 days from the day of publication. (URL: <http://kanpou.npb.go.jp/>).

For ways to obtain Kenpo and other Kanpo equivalents at the local level, please inquire at the relevant contact points listed in Appendix 5.

Stores of the Official Gazette, “Kanpo”

| | Tel.Number | Zip Code | Address |
|---------------|----------------|----------|--|
| Hokkaido | (011)231-0975 | 060-0042 | 11-4-23, Odorinishi, Chuo-ku, Sapporo-shi (Hokkaido Kansho Fukyu) |
| Aomori-ken | (017)723-2431 | 030-8588 | 1-13-4, Sinnachi, Aomori-shi(Kabushiki-gaisha Narita Honten) |
| Iwate-ken | (019)622-2984 | 020-0874 | 1-16-2, MinamiOdori, Morioka-shi(Iwate-ken Kanpo Hanbaisho) |
| Miyagi-ken | (022)222-6486 | 980-0811 | 1-17-20-101, Ichibancho, Aoba-ku, Sendai-shi(Miyagi-ken Kanpo Hanbaisho) |
| Akita-ken | (018)862-2129 | 010-0921 | 2-2-2, Omachi, Akita-shi(Akita-ken Kanpo Hanbaisho) |
| Yamagata-ken | (023)642-8887 | 990-0043 | 2-4-11, Honcho, Yamagata-shi(Hachimonjiya) |
| Fukushima-ken | (024) 522-0161 | 960-8041 | 7-20, Omachi, Fukushima-shi(Nishizawa Shoten) |
| Ibaraki-ken | (029)291-5676 | 310-0021 | 2-6-37, Minanimachi, Mito-shi(Ibaraki-ken Kanpo Hanbaisho) |
| Tochigi-ken | (028)651-0050 | 320-0801 | 2-1, Ikegamicho, Utsunomiya-shi(Kameda Shoten) |
| Gunma-ken | (027)235-8111 | 371-0023 | 1-2-13, Honcho, Maebashi-shi(Kankodo) |
| Saitama-ken | (048)822-5322 | 330-0062 | 1-5-12, Nakacho, Urawa-ku Saitama-shi(Suharaya) |

| | | | |
|---------------|----------------|----------|--|
| Chiba-ken | (043)222-7635 | 260-0013 | 4-9-8, Chuo, Chuo-ku, Chiba-shi (Chiba-ken Kanpo Hanbaisho) |
| Kanagawa-ken | (045)681-2661 | 231-0012 | 4-74, Aioicho, Naka-ku, Yokohama-shi(Yokohama Nikkeisha) |
| Tokyo-to | (03)3292-1605 | 101-0054 | 1-2, Kandanishikicho, Chiyoda-ku, Tokyo-to(Tokyo-to Kanpo Hanbaisho) |
| Niigata-ken | (025)271-2188 | 950-8692 | 1-2059-8, Oroshi shinmachi,Higashi-ku, Niigata-shi <Oroshidannchinai> (Hokuetsu Shokan) |
| Toyama-ken | (076)421-1340 | 939-8093 | 1-3-7, Oizumi Higashi-cho, Toyama-shi(Toyama-ken Kanpo Hanbaisho) |
| Ishikawa-ken | (076)234-8111 | 920-8722 | 1-1-30, Hirosaka, Kanazawa-shi (Utsunomiya Hirosaska biru) (Utsunomiya) |
| Fukui-ken | (0776)24-0428 | 910-0006 | 1-4-18, Chuo, Fukui-shi(Katsuki Shoten) |
| Yamanashi-ken | (055)268-2258 | 400-0074 | 1-9-14, Chizuka, Kofu-shi(Ryuseido Shoten) |
| Nagano-ken | (026)233-3187 | 380-0841 | 66-1, Daimoncho, Nagano-shi(Nagano Nishizawa Shoten) |
| Gifu-ken | (058)262-9897 | 500-8073 | 5, Izumicho, Gifu-shi(Ikubundo Shoten) |
| Sizuoka-ken | (054)253-2661 | 420-8691 | 10-121, Outemachi, Aoi-ku, Shizuoka-shi (Shinnakamachi biru Ikkai) (Shizuoka-ken Kanpo Hanbaisho) |
| Aichi-dai1 | (052)961-9011 | 460-0002 | 3-22-7, Marunouchi, Naka-ku, Nagoya-shi(Aichi-ken Daiichi Kanpo Hanbaisho) |
| Aichi-dai2 | (052)561-3578 | 450-0002 | 3-25-5, Meieki, Nakamura-ku, Nagoya-shi(Kyodo Shinbun Hanbai) |
| Mie-ken | (059)228-4812 | 514-0032 | 12-12, Chuo, Tsu-shi,(Mie-ken Kanpo Hanbaisho) |
| Shiga-ken | (077) 524-2683 | 520-0043 | 1-5-2, Chuo, Otsu-shi(Sawagoshado) |
| Kyoto-fu | (075)221-4444 | 604-8032 | 245, Kawaramachidori Rokkakukudaru Yamazakicho, Nakagyo-ku, Kyoto-shi(Kyoto Kansho Hukyukai) |
| Osaka-fu | (06)6443-2174 | 550-0002 | 1-2-14, Edobori, Nishi-ku, Osaka-shi (Higobashi-eki 5gou Adeguchi-mae) (Kanpo) |
| Hyogo-ken | (078)341-0637 | 650-0012 | 5-4-3, Kitanagasadori, Chuo-ku, Kobe-shi(Hyogo-ken Kanpo Hanbaisho) |
| Nara-ken | (0742)33-8001 | 630-8115 | 6-1-1 Omiyacho, Nara-shi(Keirindo Shoten) |
| Wakayama-ken | (073)422-7131 | 640-8043 | 19, Fukumachi, Wakayama-shi(Miyaishinbunho) |
| Tottori-ken | (0857)23-1213 | 680-0874 | 313-6, Kano, Tottori-shi(Tottori Imai Syoten) |
| Shimane-ken | (0852)24-2233 | 690-0887 | 63, Tonomachi, Matsue-shi(Imai Syoten) |
| Okayama-ken | (086)222-2646 | 700-0903 | 3-22, Saiwaicho, Kita-ku,Okayama-shi(Yubundo) |
| Hiroshima-ken | (082)962-3590 | 730-0012 | 7-27, Kamihacchobori, Naka-ku, Hiroshima-shi (Hiroshima-ken Kanpo Hanbaisho) |
| Yamaguchi-ken | (083)925-0116 | 753-0047 | 1-3-11, Dojomonzen, Yamaguchi-shi(Buneido) |
| Tokushima-ken | (088)654-2135 | 770-0833 | 3-22-2, Ichibancho, Tokushima-shi(Koyamajogakkan) |
| Kagawa-ken | (087)851-6055 | 760-0017 | 1-9-16, Bancho, Takamatsu-shi(Kagawa-ken Kanpo Hanbaisho) |
| Ehime-ken | (089)941-7879 | 790-0003 | 4-6-13, Sanbancho, Matsuyama-shi (Ehime-ken Kanpo Hanbaisho) |
| Kochi-ken | (088)872-5866 | 780-0870 | 5-2-21, Honmachi, Kochi-shi (Kochi-ken Kanpo Hanbaisho) |
| Fukuoka-ken | (092)761-1151 | 810-0001 | 4-5-17, Tenjin Chuo-ku, Fukuoka-shi (Fukuoka-ken Kanpo Hanbaisho) |
| Saga-ken | (0952)23-3722 | 840-0826 | 1-2-18, Shirayama, Saga-shi (Saga-ken Kanpo Hanbaisho) |
| Nagasaki-ken | (095)822-1413 | 850-0862 | 5-15, Dejimamachi, Nagasaki-shi (Zeikan-mae) (Nagasaki-ken Kanpo Hanbaisho) |
| Kumamoto-ken | (096)312-4367 | 860-0845 | 5-1, Uedorimachi, Chuo-ku, Kumamoto-shi(Yubunsha) |
| Oita-ken | (097)532-4308 | 870-0039 | 5-22, Nakakasugamachi, Oita-shi(Oita-ken Kanpo Hanbaisho) |
| Miyazaki-ken | (0985)24-0386 | 880-0841 | 2375-1, Yoshimurachosadako, Miyazaki-shi (Miyazaki-ken Kanpo Hanbaisho) |
| Kagoshima-ken | (099)285-0015 | 890-0052 | 33-14, Uenosoncho, Kagoshima-shi (Kagoshima-ken Kanpo Hanbaisho) |
| Okinawa-ken | (098)867-1726 | 900-8503 | 1-1-1, Kumoji, Naha-shi(Depato Riubou nai) |

Appendix 4

<Contact Points on Government Procurement as of 1 July 2016>

A Entities Covered by the Agreement on Government Procurement

| Entity | Contact Point | Tel. | Ext. |
|--|---|--------------|--------|
| House of Representatives | Accounts Div., General Affairs Dept. | 03(3581)5111 | 34350 |
| House of Councillors | Accounts Div., General Affairs Dept. | 03(3581)3111 | 2794 |
| Supreme Court | Audit Div., Financial Bureau | 03(3264)8111 | 3447 |
| Board of Audit | Accounts Div., Secretariat of General Executive Bureau | 03(3581)3251 | 2514 |
| Cabinet and Cabinet Office | Fourth Contracts Section, Accounts Div., Minister's Secretariat, Cabinet Office | 03(5253)2111 | 82322 |
| National Personnel Authority | Secretariat Financial Affairs Div. | 03(3581)5311 | 2175 |
| Reconstruction Agency | Budget and Accounting Division | 03(5545)7415 | direct |
| Imperial Household Agency | Section in charge of the Acts to Incur Disbursement, Accounting Div. | 03(3213)1111 | 3276 |
| Japan Fair Trade Commission | Accounting Office, General Affairs Division, Secretariat | 03(3581)5471 | 2435 |
| National Public Safety Commission (National Police Agency) | Finance Div., Commissioner-General's Secretariat | 03(3581)0141 | 2267 |
| Personal Information Protection Commission | General Affairs Division, Secretariat | 03(6457)9619 | direct |
| Financial Services Agency | Office of Management and Budget, General Coordination Division, Planning and Coordination Bureau | 03(3506)6000 | 3131 |
| Consumer Affairs Agency | General Affairs Division | 03(3507)8800 | 2422 |
| Ministry of Internal Affairs and Communications | Accounts Division, Minister's Secretariat | 03(5253)5111 | 5132 |
| Ministry of Justice | Auditing Office, Finance Div., Minister's Secretariat | 03(3580)4111 | 2213 |
| Ministry of Foreign Affairs | Procurement Office, Financial Affairs Div., Minister's Secretariat | 03(3580)3311 | 2222 |
| Ministry of Finance | Audit office, Accounts Div., Minister's Secretariat | 03(3581)4111 | 2134 |
| Ministry of Education, Culture, Sports, Science and Technology | General Affairs Section, Budget and Accounts Div., Minister's Secretariat | 03(6734)3010 | direct |
| Ministry of Health, Labour and Welfare | Office of Auditing and Guidance, Finance Div., Minister's Secretariat | 03(5253)1111 | 7216 |
| Ministry of Agriculture, Forestry and Fisheries | Accounting Div., Minister's Secretariat | 03(3502)8111 | 3329 |
| Ministry of Economy, Trade and Industry | Budget and Accounts Div., Minister's Secretariat | 03(3501)1511 | 2240 |
| Ministry of Land, Infrastructure, Transport and Tourism | Budget and Accounts Div., Minister's Secretariat | 03(5253)8111 | 21835 |
| Ministry of the Environment | Auditing Office, Accounts Div., Minister's Secretariat | 03(3581)3351 | 6032 |
| Ministry of Defense | Acquisition, Technology & Logistics Agency, Procurement Planning Div., Department of Procurement Management | 03(3268)3111 | 35311 |

| Entity | Contact Point | Tel. | Ext. |
|-----------------------------------|--|--------------|--------|
| <Sub-central Government Entities> | | | |
| Hokkaido | Planning Section, General Affairs Div., Accounting Dept. | 011(231)4111 | 32-217 |
| Aomori-ken | International Affairs Div., Department of Environment and Public Affairs | 017(722)1111 | 3578 |
| Iwate-ken | General Affairs Div., Accounting Dept. | 019(629)5969 | Direct |
| Miyagi-ken | Contract Div., Accounting Dept. | 022(211)3332 | Direct |
| Akita-ken | General Affairs Div., General Affairs Dept. | 0188(60)1055 | Direct |
| Yamagata-ken | Finance Div., General Affairs Dept. | 023(630)2043 | Direct |
| Fukushima-ken | Auditing Div., Accounting Dept. | 024(521)7556 | Direct |
| Ibaraki-ken | First Accounting Div., Accounting Dept. | 029(301)4822 | Direct |
| Tochigi-ken | Management Div., Accounting Dept. | 028(623)3039 | Direct |
| Gunma-ken | Payroll and Purchasing Div., Bureau of the Treasury | 027(226)3811 | Direct |
| Saitama-ken | General Affairs Div., Treasury Bureau | 048(830)5719 | Direct |
| Chiba-ken | Management Div., Civil Engineering Dept. | 043(223)3113 | Direct |
| Tokyo-to | General Affairs Section, Budgeting & Accounting Div., Financial Affairs Dept. | 03(5388)2607 | Direct |
| Kanagawa-ken | General Affairs Div., Treasury Bureau | 045(210)6714 | Direct |
| Niigata-ken | International Affairs Div., Department of Policy and Planning | 025(285)5511 | 2212 |
| Toyama-ken | Accounting Div., Accounting Dept. | 076(431)4111 | 4491 |
| Ishikawa-ken | Procurement & Premises Management Div., General Affairs Dept. | 0762(23)9049 | Direct |
| Fukui-ken | International Affairs Div., Citizens' Affairs Dept. | 0776(20)0295 | Direct |
| Yamanashi-ken | Management Div., Treasury Dept. | 055(223)1306 | Direct |
| Nagano-ken | Accounting Div., Accounting Dept. | 026(235)7352 | Direct |
| Gifu-ken | Accounting Div., Treasury Bureau. | 058(272)1111 | 3213 |
| Shizuoka-ken | Finance Office, General Affairs Dept. | 054(221)2034 | Direct |
| Aichi-ken | General Management Div., Office of the Treasury | 052(961)2111 | 2916 |
| Mie-ken | Budget Div., General Affairs Bureau | 059(224)2120 | Direct |
| Shiga-ken | Management Div., Accounting Dept. | 077(528)4312 | Direct |
| Kyoto-fu | Accounting Div., Bureau of Treasury Management | 075(414)5408 | Direct |
| Osaka-fu | Finance Division, General Affairs Dept. | 06(944)0351 | 2111-2 |
| Hyogo-ken | General Affairs Div., Public Works & Development Dept. | 078(341)7711 | 4348 |
| Nara-ken | Accounting Div., Accounting Dept. | 0742(22)1101 | 4703 |

| Entity | Contact Point | Tel | Ext. |
|----------------|---|--------------|--------|
| Wakayama-ken | Procurement & Premises Management Div., General Affairs Dept. | 073(441)2217 | Direct |
| Tottori-ken | Auditing Div., Accounting Dept. | 0857(26)7429 | Direct |
| Shimane-ken | Accounting Div., Accounting Dept. | 0852(22)5908 | Direct |
| Okayama-ken | Accounting Div., Accounting Dept. | 086(226)7532 | Direct |
| Hiroshima-ken | Property Administration office/Financial Management Office General Affairs and Planning Dept. | 082(228)2169 | Direct |
| Yamaguchi-ken | International Div., Planning & Promotion Dept. | 083(933)2343 | Direct |
| Tokushima-ken | Property Management Div., Planning and General Affairs Dept. | 088(621)2063 | Direct |
| Kagawa-ken | Accounting Div., Revenue and Expenditure Bureau | 087(832)3631 | Direct |
| Ehime-ken | General Administration Div., General Affairs Dept. | 089(941)2111 | 2310 |
| Kochi-ken | Procurement & Premises Management Div., General Affairs Dept. | 088(823)9788 | Direct |
| Fukuoka-ken | Procurement & Premises Management Div., General Affairs Dept. | 092(651)1111 | 2377 |
| Saga-ken | Accounting Div., Accounting Dept. | 0952(25)7191 | Direct |
| Nagasaki-ken | Accounting Div., Accounting Dept. | 095(824)1111 | 3213 |
| Kumamoto-ken | Accounting Div., Treasury Bureau | 096(383)1111 | 6325 |
| Oita-ken | Accounting Div., Accounting Dept. | 097(538)3668 | Direct |
| Miyazaki-ken | Accounting Div., Treasury Bureau | 0985(26)7203 | Direct |
| Kagoshima-ken | International Affairs Div. | 099(286)2111 | 2303 |
| Okinawa-ken | Finance Div., Affairs Dept. | 098(866)2095 | Direct |
| Sapporo-shi | Contract Management Section, Property Custody Dept., Finance Bureau | 011(211)2152 | Direct |
| Sendai-shi | Contract Section, Finance Bureau | 022(214)8147 | Direct |
| Saitama-shi | Contract Division, Contract Management Department, Finance Bureau | 048(829)1179 | Direct |
| Chiba-shi | Contract Section, Finance Dept., Finance Bureau | 043(245)5088 | Direct |
| Yokohama-shi | Coordination Unit, Contract Div., Finance Dept. | 045(671)3805 | Direct |
| Kawasaki-shi | Contract Section, Property Administration Dept. | 044(200)2111 | 2097 |
| Sagamihara-shi | Contract Division, Financial Affairs Department, Planning & Community Relations Bureau | 042(769)8217 | Direct |
| Niigata-shi | Purchasing Division, Financial Department | 025-226-2213 | Direct |
| Shizuoka-shi | Contracts & Procurement Division, Finance Department, Financial Affairs Bureau | 054(221)1346 | Direct |
| Hamamatsu-shi | Procurement Div. Finance Dept | 053(457)2173 | Direct |
| Nagoya-shi | Supplies Section, Finance Div., Finance Dept. | 052(972)2349 | Direct |
| Kyoto-shi | Supplies Section, Finance and Budget Div., Financial Bureau | 072(222)3311 | Direct |

| Entity | Contact Point | Tel | Ext. |
|----------------|---|--------------|--------|
| Osaka-shi | Procurement Dept., Property Management Div., Finance Bureau | 06(6208)8271 | Direct |
| Sakai-shi | Contract Dept, Finance Bureau | 072(228)7472 | Direct |
| Kobe-shi | Contracts Div., Finance Dept. | 078(322)5146 | Direct |
| Okayama-shi | Supervision Division, Finance and Budget Bureau | 086(803)1195 | Direct |
| Hiroshima-shi | Contract Dept., Finance Bureau | 082(504)2083 | Direct |
| Kitakyushu-shi | Contracts Office, Administration Section | 093(582)2545 | Direct |
| Fukuoka-shi | Contact & Acquisitions Section, Finance Dept. Finance Bureau | 092(711)4181 | Direct |

| Entity | Contact Point | Tel. | Ext. |
|---|---|--------------|--------|
| Hokkaido Railway Company | Management Planning Dept. General Planning Headquarters | 011(700)5717 | direct |
| Shikoku Railway Company | Management Planning Dept. | 087(825)1615 | direct |
| Kyushu Railway Company | Strategy Management Department, Corporate Planning Headquarters | 092(474)0747 | direct |
| Japan Freight Railway Company | Corporate Planning Dept., Corporate Planning Headquarters | 03(3239)9121 | direct |
| Japan Tobacco Inc. | General Affairs Division | 03(3582)3111 | 3965 |
| Nippon Telegraph and Telephone Corporation | International Procurement Office | 03(5205)5285 | direct |
| Nippon Telegraph and Telephone East Corporation | International Procurement Office | 03(5205)5285 | direct |
| Nippon Telegraph and Telephone West Corporation | International Procurement Office | 03(5205)5285 | direct |
| Japan Finance Corporation | Procurement and Contract Division, Property Administration Department | 03(3270)1552 | direct |
| Japan Bank for International Cooperation | Administration and General Services Department | 03(5218)9212 | direct |
| Japan Finance Organization for Municipalities | Administration Department General Affairs | 03(3539)2664 | direct |
| Okinawa Development Finance Corporation | General Affairs Div., General Affairs Dept. | 03(3581)3241 | direct |
| Development Bank of Japan Inc. | General Affairs Department | 03(3244)1868 | direct |
| The Promotion and Mutual Aid Corporation for Private Schools of Japan | Contract Div., Finance and Accounting Dept. | 03(3813)5321 | 522 |
| The Open University of Japan Foundation | Accounting Division, Department of Finance | 043(298)4216 | direct |
| Health Insurance Claims Review & Reimbursement Services | Accounts Div. | 03(3591)7441 | 609 |
| Japan Racing Association | Procurement Section, General Affairs Dept. | 03(5785)7344 | direct |
| Mutual Aid Association for Agricultural, Forestry and Fishery Organization Personnel | General Affairs Section, General Affairs Dept. | 03(3219)3105 | direct |
| The National Association of Racing | Finance Div., General Affairs Dept. | 03(3583)6807 | direct |
| Mutual Aid Fund for Official Casualties and Retirement of Volunteer Firemen | Financial Affairs Official, General Affairs Div. | 03(3595)0541 | direct |
| Japan Post | General Affairs Div, Procurement office | 03(3504)9886 | direct |
| Narita International Airport Corporation | Management, Procurement Department | 0476(34)5476 | direct |
| Japan Environmental Storage & Safety Corporation | Administration Department Contract Purchasing Division | 03(5765)1915 | direct |
| Tokyo Metro Co., Ltd | Railway Operation Headquarters Railway Management Department Contract Section | 03(3837)7227 | direct |
| National University Corporation | Ministry of Education, Culture, Sports, Science and Technology General Affairs Section, Budget and Accounts Div., Minister's Secretariat | 03(6734)3010 | direct |
| Inter-University Research Institute Corporation | Ministry of Education, Culture, Sports, Science and Technology General Affairs Section, Budget and Accounts Div., Minister's Secretariat | 03(6734)3010 | direct |
| East Nippon Expressway Company Limited | Procurement & Contract Section, Accounting & Finance Department, General Affairs & Accounting Division | 03(3506)0212 | direct |
| Central Nippon Expressway Company Limited | Bid Evaluation Team, Contract Evaluation Department | 052(222)3469 | direct |
| West Nippon Expressway Company Limited | Contract and Credit Division, Accounting and Finance Department | 06(6344)9239 | direct |
| Metropolitan Expressway Company Limited | Finance Department, Contract Division | 03(3539)9315 | direct |
| Hanshin Expressway Company Limited | Finance and Accounting Department, Contract Management Group | 06(6252)8121 | 3496 |
| Honshu-Shikoku Bridge Expressway Company Limited | Finance Department Accounting & Contract Division | 078(291)1035 | direct |
| Japan Alcohol Corporation | Administration Group Planning and Coordination Division | 03(5641)5255 | direct |
| Keirin Promotion Association (A juridical person designated as such pursuant to the Bicycle Racing Law) | General Affairs Division | 03(3512)1251 | direct |
| Motorcycle Racing Promotion Association | General Affairs Division | 03(3512)1251 | direct |
| Japan Health Insurance Association | Accounting Division, General Affairs Department | 03(5212)8214 | direct |
| Japan Pension Service | Procurement Dept. | 03(6892)0722 | direct |

| Entity | Contact Point | Tel. | Ext. |
|--|--|----------------|--------|
| National Archives of Japan | Second Accounting Section, General Affairs Div. | 03(3214)0624 | direct |
| National Research Institute of Brewing | Accounts Section | 082(420)0800 | 2107 |
| National Center for University Entrance Examinations | Finance Division | 03(5478)1225 | direct |
| National Institute of Special Needs Education | Finance and Accounting Div. | 046(839)6820 | direct |
| National Women's Education Center | Accounting Unit, Administration Div. | 0493(62)6717 | direct |
| National Museum of Nature and Science | Finance Div., Administration Dept. | 03(5814)9830 | direct |
| National Institute for Materials Science | Contract Section, General Affairs Office, General Affairs Division | 029(859)2084 | direct |
| National Research Institute for Earth Science and Disaster Prevention | Contracty Team, General Affairs Department | 029(863)7738 | direct |
| National Aerospace Laboratory of Japan | Japan Aerospace Exploration Agency Contract Dept., Contract Management Div. | 050(3362)4521 | direct |
| National Institute of Radiological Sciences | Contract Section, Dept of General Affairs | 043(382)8045 | direct |
| National Museum of Art | Administrative Department | 03(3214)2592 | direct |
| National Center for Teachers' Development | Accounting Section, General Affairs Department | 029(879)6618 | direct |
| National Institutes of Biomedical Innovation, Health and Nutrition | The Accounting Section | 072-(641)-9824 | direct |
| National Center for Seeds and Seedlings | General Management Department, Accounting Div., Contract Management Section | 029(838)6592 | direct |
| National Livestock Breeding Center | Preservation of Property Div., General Affairs Dept. | 0248(25)2233 | 332 |
| National Fisheries University | Administration Office, Accounting Section | 083(286)5111 | 212 |
| National Institute of Agrobiological Sciences | Contact Team, Property Management and Supply Section | 029(838)7948 | direct |
| National Institute for Agro-Environmental Sciences | Supplies Group, Accounting Office | 029(838)8172 | direct |
| Japan International Research Center for Agricultural Sciences (JIRCAS) | Accounting Section, Administration Div. | 029(838)6326 | direct |
| Forestry and Forest Products Research Institute | Maintenance Section, General Affairs Div. | 029(829)8355 | direct |
| Fisheries Research Agency | Contract Section, General Administration Department | 045(227)2659 | direct |
| Research Institute of Economy, Trade and Industry | Administration Group | 03(3501)1363 | direct |
| National Center for Industrial Property Information and Training | Section for Contracts, General Affairs Department | 03(3501)5765 | direct |
| Nippon Export and Investment Insurance | Procurement and Administration Group, Planning and Administration Department | 03(3512)7738 | direct |
| National Institute of Advanced Industrial Science and Technology | Accounting Division, Procurement Office | 029(861)2013 | direct |
| National Institute of Technology and Evaluation | Finance and Accounts Div., Planning and Administration Dept. | 03(3481)1932 | direct |
| Public Works Research Institute | Accounting Div., General Affairs Dept. | 029(879)6749 | direct |
| Building Research Institute | Contracting Section, Accounting Div., Department of General Affairs | 029(879)0624 | direct |
| National Traffic Safety and Environment Laboratory | General Affairs Section | 0422(41)3206 | direct |
| National Maritime Research Institute | Accounts Section, Administration Dept. | 0422(41)3035 | direct |
| Port and Airport Research Institute | General Affairs Div., Research Planning and Administration Dept. | 0468(44)5039 | direct |
| Electronic Navigation Research Institute | General Affairs Division | 0422(41)3476 | direct |
| National Institute for Sea Training | Budget and Accounts Div. | 045(212)0003 | direct |
| Civil Aviation College | Budget and Accounts Div. | 0985(51)1212 | direct |
| The National Institute for Environmental Studies | Contracting Branch 1, Accounting Section, General Affairs Div. | 029(850)2321 | direct |
| Labor Management Organization for USFJ Employees | Accounting Div., Administration Dept. | 03(5730)2165 | direct |
| National Agency of Vehicle Inspection | General Affairs Dept., Accounting Section | 03(5363)3443 | direct |
| National Statistics Center | General Affairs Dept., Financial Affairs Div. | 03(5273)1219 | direct |
| Japan Mint | Contract Unit, Accounts Division, General Affairs Department | 06(6351)5463 | direct |

| Entity | Contact Point | Tel. | Ext. |
|---|---|--------------|--------|
| National Printing Bureau | Finance and Accounting Dept. | 03(3587)4306 | direct |
| Japan Water Agency | Procurement Design Division, General Engineering Affairs Department | 048(600)6534 | direct |
| Japan Railway Construction, Transport and Technology Agency | Accounting Division, Finance and Fund Planning Department | 045(222)9049 | direct |
| Japan Science and Technology Agency | Office of Contract and Purchase, Department of Financial Affairs | 03(5214)8284 | direct |
| Japan International Cooperation Agency | Planning and Procurement Design Division, Procurement Department | 03(5226)6606 | direct |
| Welfare and Medical Service Agency | Accounting Section, General Accounting Dept. | 03(3438)9929 | direct |
| Agriculture and Livestock Industries Corporation | Accounting Div., Accounting Dept. | 03(3583)9462 | direct |
| Northern Territories Issue Association | Accounting Section, General Affairs Div. | 03(3843)3630 | direct |
| National Consumer Affairs Center of Japan | Accounting Div., Account and Budget Dept. | 042(758)3169 | direct |
| RIKEN | Finance Division, Contract Management Section | 048(467)9251 | direct |
| Japan Foundation | Accounting and Contract Managing Division, Financial Affairs Department | 03(5369)6056 | direct |
| Japan Arts Council | Contract Div., General Affairs and Planning Dept. | 03(3265)6254 | direct |
| Japan Society for the Promotion of Science | Accounting Division | 03(3263)5192 | direct |
| Japan Sport Council | Department of General Affairs and Finance, Procurement and Property Management Division | 03(5410)9140 | direct |
| National Center for Persons with Severe Intellectual Disabilities, Nozominosono | Accounting Section, General Affairs Department | 027(320)1316 | direct |
| Farmers' Pension Fund | Accounting Div., Administrative Dept. | 03(3502)3897 | direct |
| Japan External Trade Organization | Administrative Affairs Department Facilities and Procurement Division | 03(3582)5548 | direct |
| New Energy and Industrial Technology Development Organization | Contract Division, Accounting Department | 044(520)5123 | direct |
| Japan National Tourist Organization | Financial Affairs Section | 03(3216)1905 | direct |
| The Japan Institute for Labour Policy and Training | Finance Department Finance Section | 03(5903)6244 | direct |
| Organization for Workers' Retirement Allowance Mutual Aid | First Accounting Division | 03(6907)1280 | direct |
| Japan Oil, Gas and Metals National Corporation | Financial Management Division, Financial Management and Accounting Department | 03(6758)8021 | direct |
| Japan Organization for Employment of the Elderly, Persons with Disabilities and Job Seekers | The Contract Division, Accounting Department | 043(213)6437 | direct |
| Environmental Restoration and Conservation Agency | Finance Division, Finance and Accounting Department | 044(520)9529 | direct |
| Japan Labour Health and Welfare Organization | Accounting Department, Contract Division | 044(556)9852 | direct |
| Japan Student Services Organization | Accounting Division | 03(6743)6022 | direct |
| National Institute of Information and Communications Technology (NICT) | Financial Affairs Department, Contract and Property Office, Property Contract Team | 042(327)7436 | direct |
| National Institute of Technology, Japan | Finance Division | 042(662)3137 | direct |
| National Institution for Academic Degrees and University Evaluation | Department of administration, Accounting Division | 042(307)1521 | direct |
| Center for National University Finance and Management | General Affairs Division Accounting Section | 03(4212)6150 | direct |
| National Hospital Organization | Guidance Division, Department of Planning and Administration | 03(5712)5065 | direct |
| Organization for Small & Medium Enterprises and Regional Innovation, JAPAN | Procurement and Property Management Division | 03(5470)1507 | direct |
| Urban Renaissance Agency | Account Settlement & Finance Department, Contract Administration Team | 045(650)0305 | direct |
| Fund for the Promotion and Development of the Amami Islands | General Affairs and Planning Division | 0997(52)4511 | direct |
| Japan Atomic Energy Agency | Contract Co-ordination Section | 029(282)4079 | direct |
| Japan Expressway Holding and Debt Repayment Agency | Finance Department, Accounting Division | 045(228)5964 | direct |
| National Institution for Youth Education | Administration Department, Financial Affairs Division, Procurement Management Office | 03(6407)7663 | direct |
| Marine Technical Education Agency | Accounting Section, Administrative | 0543(34)0970 | direct |
| Government Pension Investment Fund | Administrative Department, Accounting Division. | 03(3502)2485 | direct |

| Entity | Contact Point | Tel. | Ext. |
|---|--|---------------|--------|
| Japan Housing Finance Agency | Finance and Accounting Dept., Accounting Group | 03(5800)8053 | direct |
| National Institutes for Cultural Heritage | Financial Affairs, National Institutes for Cultural Heritage Secretariat | 03(3822)2439 | direct |
| Food and Agricultural Materials Inspection Center | Contact Section, Property and Maintenance Div., General Affairs Dept | 050(3797)1835 | direct |
| National Institute of Occupational Safety and Health, Japan | First Accounting Section, General Affairs Department | 042(491)4512 | 228 |
| National Agriculture and Food Research Organization | Contract Section, Finance Division, Headquarters | 029(838)7195 | direct |
| National Cancer Center | Procurement Policy Planning Section, General Administration Division | 03(3542)2511 | 2162 |
| National Cerebral and Cardiovascular Center | Contract Section, Financial Affairs and Accounting Division, Financial Affairs and Accounting Department | 06(6833)5012 | 2981 |
| National Center of Neurology and Psychiatry | Person in charge of financing accounting section contract | 042(346)1761 | direct |
| National Center for Global Health and Medicine | Procurement Policy Planning Division | 03(5273)5291 | direct |
| National Center for Child Health and Development | Procurement Policy Planning Section, Financial Accounting Office | 03(3416)0181 | 5132 |
| National Center for Geriatrics and Gerontology | Accounting Division | 0562(46)2311 | 2602 |

B. Entities Following Procurement Procedures Consistent with the Agreement on Government Procurement for the Procurement of Computer Products and Computer Services

| Entity | Contact Point | Tel. | Ext. |
|--|---|---------------|--------|
| Japan Aerospace Exploration Agency | Contract Dept., Contract Management Div. | 050(3362)4521 | direct |
| The Shoko Chukin Bank, Ltd | Administrative Services Division | 03(3272)6111 | 6349 |
| New Kansai International Airport Co., Ltd. | Procurement Planning Division, Procurement Department | 072(455)2129 | direct |
| The Japan Shipbuilding Industry Foundation | General Affairs Department | 03(6229)5112 | direct |
| Japan Broadcasting Corporation | Purchase and Supply Management Division | 03(5455)5520 | direct |
| Japan Worker's Housing Association | General Affairs and Planning Dept. | 03(3811)6261 | direct |

Appendix 5

<Websites related to Government Procurement>

A Ministry and Agency

| | |
|---|---|
| House of Representatives | http://www.shugiin.go.jp/internet/itdb_annai.nsf/html/statics/choutatsu/chotatsujoho.htm |
| House of Councillors | http://www.sangiin.go.jp/japanese/annai/choutatu/index.html |
| Supreme Court | http://www.courts.go.jp/tyotatu/ |
| Board of Audit | http://www.jbaudit.go.jp/proc/info/item/ |
| National Personnel Authority | http://www.jinji.go.jp/top.htm |
| Cabinet Office | http://www.cao.go.jp/ |
| Reconstruction Agency | http://www.reconstruction.go.jp/topics/post_139.html |
| Imperial Household Agency | http://www.kunaicho.go.jp/kunaicho/chotatsu/wto/wto.html |
| Japan Fair Trade Commission | http://www.jftc.go.jp/soshiki/tyoutatsu/index.html |
| National Public Safety Commission (National Police Agency) | http://www.npa.go.jp/chotatu/chotatsu/newmainmenu2.htm |
| Personal Information Protection Commission | http://www.ppc.go.jp/news/publicoffer/ |
| Financial Services Agency | http://www.fsa.go.jp/choutatu/jouhou.html |
| Consumer Affairs Agency | http://www.caa.go.jp/info/choutatsu/index.html |
| Ministry of Internal Affairs and Communications | http://www.soumu.go.jp/menu_sinsei/cyoutatsu/index.html |
| Ministry of Justice | http://www.moj.go.jp/seihuchotatsu_index.html |
| Ministry of Foreign Affairs | http://www.mofa.go.jp/mofaj/annai/shocho/chotatsu/ |
| Ministry of Finance | http://www.mof.go.jp/procurement/seihuchotatsu/index.htm |
| Ministry of Education, Culture, Sports, Science and Technology | http://www.mext.go.jp/b_menu/choutatsu/index.htm |
| Ministry of Health, Labour and Welfare | http://www.mhlw.go.jp/sinsei/chotatu/ichiran.html |
| Ministry of Agriculture, Forestry and Fisheries | http://www.maff.go.jp/j/supply/index.html |
| Ministry of Economy, Trade and Industry | http://www.meti.go.jp/information/publicoffer/index_info.html |
| Ministry of Land, Infrastructure, Transport and Tourism | http://www.mlit.go.jp/appli/file000001.html |
| Ministry of the Environment | http://www.env.go.jp/kanbo/chotatsu/index.html |
| Ministry of Defense | http://www.mod.go.jp/j/procurement/chotatsu/index.html |

B others

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|---|---|
| Japan's Government Procurement :Policy and Achievements Annual Report | http://japan.kantei.go.jp/96_abe/documents/2014/procurement2013_e.html |
| Answers to Opinions and Requests about the Voluntary Measures on Government Procurement | http://japan.kantei.go.jp/procurement/2013/ch/3-5FY2013ch3-5.pdf |
| Complaint Review Procedures for Government Procurement | http://www5.cao.go.jp/access/english/chans_main_e.html |
| Japanese Government Procurement (JETRO) | https://www.jetro.go.jp/cgi-bin/gov/govj010e.cgi |
| Kanpo | http://Kanpou.npb.go.jp/ |
| Questions and Answers on Government Procurement Contracts | http://www.mofa.go.jp/policy/economy/procurement/index.html |