



PUBLIC OFFER

regarding the provision of prepress preparation services

“ ___ ” _____ 202_

1. General Provisions

1.1. This document constitutes a public offer (hereinafter — the **Offer**) by the Service Provider to enter into an agreement for the provision of prepress preparation services (hereinafter — the **Agreement**).

1.2. Acceptance of the Offer (the **Acceptance**) establishes binding obligations between the Service Provider and a natural or legal person (the **Client**) in accordance with Article 638 of the Civil Code of Ukraine.

1.3. The current version of the Agreement is available at: <https://d-governance.com.ua/publication-terms>.

2. Subject and Scope of Services

2.1. The subject of the Agreement is the provision by the Service Provider of the following services: editing, prepress preparation, electronic layout, publication of materials on the journal's website, and their archiving.

2.2. Services are provided **only after all positive reviews** confirming the possibility of publication in the journal have been received.

3. Procedure for Acceptance

3.1. The Agreement is concluded by joining its terms without any reservations.

3.2. The Acceptance of the Offer and the moment of conclusion of the Agreement shall be deemed the **first submission** by the Client of scientific and/or other texts to the official editorial email address.

3.3. By accepting the Offer, the Client confirms that they have read and agree to this Offer and the confidentiality terms, and unconditionally undertakes to comply with them.

4. Interaction Between the Parties

4.1. The Editorial Office (Service Provider) accepts manuscripts intended for publication in the printed periodical **free of charge**.

4.2. The Client shall:

a) send the manuscript to the official editorial email address;

b) upon the editorial office's request, provide information and perform actions deemed necessary and sufficient for the fulfilment of the order.

5. Terms of Performance and Result

5.1. The Service Provider shall render the services within **four (4) months** from the date of the Client's acceptance of the Agreement. In exceptional cases, the term may be agreed upon individually by the Parties.

5.2. The services shall be deemed provided, and the obligations fulfilled, **upon approval by the Editor-in-Chief of the master layout of the issue** in which the Client's material is to be published.

6. Cost and Payment

6.1. The services are provided **free of charge**. No payments by the Client are envisaged under this Agreement.

7. Validity of the Offer and the Agreement

7.1. The Offer shall be effective from the moment of its publication on the Internet at the address specified in Clause 1.3 and until it is revoked by the Service Provider.

7.2. The Agreement shall enter into force upon the Client's acceptance of the Offer and remain valid until the Parties have fully discharged their obligations.

7.3. The Agreement may be terminated early by mutual consent of the Parties.

7.4. The Offer is not irrevocable; the Editorial Office reserves the right to refuse services to persons who do not agree to its terms.

8. Personal Data and Confidentiality

8.1. By entering into this Agreement, the Parties grant each other the right and consent to process **personal data for an indefinite period** in accordance with the Law of Ukraine "On Personal Data Protection."

8.2. The use and dissemination of the Parties' personal data shall be carried out solely to the extent necessary to ensure their activities and/or protect their interests and to perform this Agreement.

9. Liability

9.1. For failure to perform or improper performance of the terms of this Agreement, the Parties shall be liable in accordance with the applicable laws of Ukraine.

10. Dispute Resolution

10.1. All disputes and disagreements shall be settled through negotiations between the Parties.

10.2. If an agreement cannot be reached, the dispute shall be resolved in court.