

Seller's Procedure:

1. Buyer confirm the acceptance of Seller's procedure and issues ICPO along with his company profile, banking details and passport copy
 2. Seller acknowledges buyer's ICPO and issues contract to buyer open for amendment, buyer signs SPA and return the contract to the seller in word format within 4 working international day
 3. Seller makes the final signature and convert the contract to PDF and Send to buyer as final approved contract along with soft performance guarantee POP documents given below:
 - a. Seller's Certificate / Registration
 - b. Certificate of Origin
 - c. Commercial Invoice for DLC or SBLC which expires after 10 working days
 - d. Export License
 - e. Passport Product
 - f. Authority to Sell and Collect (ATSC)
 4. Buyer's Bank shall issue DLC or SBLC within 10 working days to enable Seller Bank respond with 2% PB but failure of the Buyer's Bank to issue the DLC or SBLC within 10 working days, then Buyer shall pay 5% Deposit fees as a Security Gurantee and this 5% Security Deposit fees will be deducted from the total product fees at the delivery port
- Seller transfer the following full POP documents to buyer via email as given below:
- a. Tank receipt
 - b. Chartered Party Agreement (CPA)
 - c. Authority to Verify (ATV)
 - d. Fresh SGS report
 - e. Commitment letter to supply
 - f. Vessel Q88
 - g. Bill of lading
 - g. NCNDA/IMFPA
 - h. Allocation-Ownership Certificate
6. Buyer notifies seller of his receiving seller's the Full POP document while Seller deliver the Vessel to the buyer's destination Port.
 7. Immediately the Vessel arrives at the delivery port, buyer's inspection team carry out CIQ inspection to ascertain quality.
 8. Buyer pays the remaining 95% of the total product value fees if the Buyer does not issues the DLC or SBLC at Step-4 within 5 working days
 9. Seller pays commissions to Intermediates and second succeeding shipments continues...