

# UREA % 46 GERANULAR



Mazda Co. International trading Company

SHIRDAL PARS	REF NO.	4040901-8802	DATE : DEC-2025	TO: END BUYER		
EMAIL : INFO@SHIRDALPARS.COM	TEL : +989175004450		VALIDITY: Q1-2026	ATT: END BUYER MANDATE		
PRODUCT	ORIGIN	DELIVERY TERMS	DESTINATION	PRICE	MINIMUM ORDER QUANTITY	MAXIMUM ORDER QUANTITY
UREA % 46	TURKMENISTAN	CIF	ALL WORLD SAFE PORT ( AWSP )	TBA	100.000 MT	200.000 MT
	KAZAKHSTAN	CIF	ALL WORLD SAFE PORT ( AWSP )	TBA	25.000 MT	200.000 MT
	AZERBAIJAN	FOB	SINGAPORE -ROTTERDAM	TBA	12.500 MT	100.000 MT

## **1- CIF - BANK INSTRUMENT PROCEDURE (KAZAKHSTAN ORIGIN)**

1. Buyer issues an Irrevocable Corporate Purchase Order (ICPO) in Seller's name along with Company, and along with buyer's passport copy.
2. Seller issues SPA to Buyer. Within 12 hours Buyer signs seals and returns the SPA to seller, Seller gives Partial proofs of products, PPOP authentication/approval legalized by the Ministry of energy/Chambers of commerce.
3. Seller notarizes the contract, at its own expenses and submits Partial Proof of Product (via email) as follows:
  - (A) Seller Irrevocable Commitment to Supply
  - (B) Statement of Availability of product
  - (C) Certificate of origin
  - (D) Commercial Invoice for the first value shipment.
  - (E) Refinery's Export License
  - (F) Seller's Contract Passport Signatory
4. Within 7 banking days, Buyer's bank sends non-Transferable Irrevocable Operative SBLC via MT760 or DLC via MT700 according to seller's bank verbiage to seller's nominated bank account for the first month's shipment.
5. Should buyer fail to issue payment instrument within 7 banking days, buyer will make cash deposit of a negotiable \$350,000 (Three Hundred and Fifty Thousand USD) by TT wire transfer for security guarantee to enable seller charter vessel and commence shipment. This payment will be deducted from the total cost of product after inspection at discharge port.

6. Seller Issues Full POP Documents to the Buyer alongside with the 3% Performance Bond (PB).

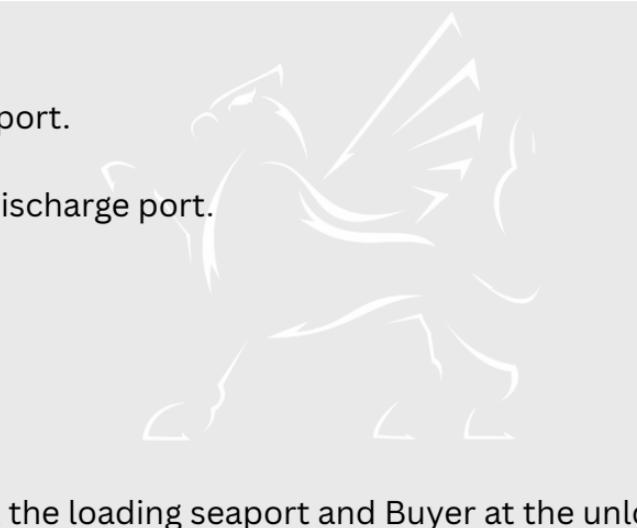
- A) Allocation Transaction Passport Code Certificate (ATPCC) by Ministry of Energy Republic of Kazakhstan
- B) Copy of Approval to Export, issued by the Ministry of Justice, Republic of Kazakhstan.
- C) Copy of statement of availability of the product.
- D) Copy of the refinery commitment to produce the product.
- E) Copy of Transnet contract to transport the product to the loading port.
- F) Copy of the port storage agreement.
- G) Copy of the charter party agreement to transport the product to discharge port.
- H) Copy of Vessel Questionnaire 88
- I) Copy of Bill of Lading.
- J) SGS Report at loading port.
- K) Dip test Authorization (DTA) & ATB
- L) NOR /ETA
- M) Certificate of Ownership Transfer

7. Within 5-10 days. The SGS inspection will be borne by the Seller at the loading seaport and Buyer at the unloading seaport.

8. Buyer releases payment to Seller by TT/MT103 upon receipt of the shipping documents and confirmation of the Q& Q by SGS/CIQ at destination port.

9. Seller pays commission within 48 hours by swift MT103 to all intermediaries as signed NCNDA/IMPFA.

10. Seller/buyer moves on yearly basic as per signed draft contract.



## **2- FOB - DELIVERY PROCEDURE (AZERBAIAN ORIGIN)**

**1. The buyer issues ICPO and the CPA**

**2. Seller releases the Commercial Invoice within 48 hours**

**3. The buyer sign and return the CI to seller along with the Notice of Readiness (NOR) from their shipping company within 72 hours banking days**

**4. Seller issue the PPOP document as below:**

- a. Product Quality Passport
- b. Certificate of Origin SOCAR
- c. Commitment to Supply
- d. Statement of Product Availability

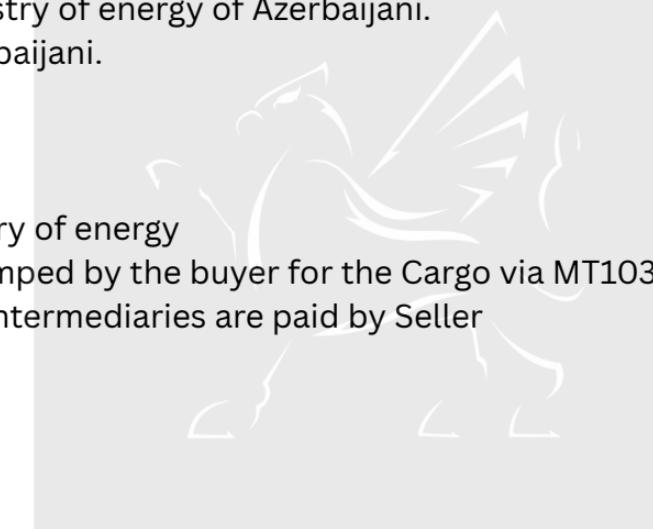
**5. The Buyer provides ATB/L (Authority to Board/Load) and Q88 from his or her shipping company.**

**6. Seller starts loading the vessel.**



**7. After the successful loading seller issues:**

- A. A copy of license to export, issued by the department of the ministry of energy of Azerbaijani.
- B" copy of Approval to export, issued by the ministry of Justice Azerbaijani.
- C. Allocation License
- D. Draft Affidavit of title transfer
- E. SGS Report At Loading Port
- F. Allocation transaction passport code certificate (ATPCC) by ministry of energy
- G. The buyer makes 100% of the payments as per the CI signed & stamped by the buyer for the Cargo via MT103/TT to the seller 24 hours, once 100% payment received,  
SELLER EXECUTES THE SIGNED TITLE OWNERSHIP TO BUYER All intermediaries are paid by Seller  
Seller and buyer sign one year with rolls and extensions.



## **4- CIF - BANK INSTRUMENT PROCEDURE (TURKMENISTAN ORIGIN ) - Irrevocable LC from Singapore Banks**

### **1. Buyer Issues LOI/ICPO**

Buyer submits an official LOI/ICPO containing:

Full company information

Target quantity and annual contract volume

Destination port(s) in China (CIF)

Banking details

Confirmation of ability to open LC from Singapore

Buyer's readiness to comply with strict documentary requirements



### **2. Seller Issues SCO**

Seller provides a Soft Corporate Offer including:

Product: Granular Sulphur

Price: USD TBA/MT

Delivery Terms: CIF China

Minimum delivery start: \*\*\* after SPA signing (subject to adjustment)

Payment terms: Irrevocable LC from Singapore bank

Quality specs & inspection terms

### **3. Buyer Confirms SCO**

Buyer signs, stamps, and returns the SCO as a formal acceptance.

### **4. Seller Issues Draft SPA**

Seller sends the Draft Sales & Purchase Agreement.

Both parties negotiate, finalize, and approve the contract text.

### **5. Contract Signing (SPA)**

Both Seller and Buyer sign and seal the SPA.

Electronic signatures are acceptable unless otherwise agreed.

### **6. Buyer Opens Irrevocable LC in Favor of Seller**

The Buyer must open an Irrevocable, Confirmed, Transferable (or Non-transferable as agreed), At-Sight LC from one of the following TOP-TIER SINGAPORE BANKS ONLY:

Approved Singapore Banks (strict requirement):

DBS Bank (Singapore)

OCBC Bank (Singapore)

United Overseas Bank (UOB)

Standard Chartered Singapore

HSBC Singapore

Citi Singapore



- **LC Strict Conditions Required by Seller:**

- 1. Irrevocable
- 2. Confirmed by a first-class international bank acceptable to Seller
- 3. At Sight Payment (no deferred/usance unless Seller approves)
- 4. Revolving LC (if long-term) or Standby LC additional if required
- 5. No “soft clauses” allowed, such as: “Payment upon buyer approval” “Inspection to be done at buyer’s discretion” “Documents subject to later verification”
- 6. LC must allow full shipment per schedule
- 7. LC must permit BL marked ‘Clean on Board’
- 8. LC must accept SGS or CIQ inspection
- 9. LC must allow partial shipments (if required by Seller)
- 10. LC must comply 100% with:
  - UCP 600
  - ICC rules
- 11. LC must be opened within 5-10 banking days after SPA signing
- 12. LC must cover 100% of total contract value
- 13. Buyer must send MT799 pre-advice prior to issuing LC
- 14. Seller reserves right to request amendments until fully satisfied



## **7. Seller Reviews & Confirms the LC**

Seller's bank verifies:

LC authenticity

LC issuing bank SWIFT

LC terms and conditions

Compliance with SPA

If any discrepancies exist, amendments must be issued by Buyer immediately.

Only after Seller's written LC confirmation will operations begin.

## **8. Seller Prepares Cargo for Export**

Once LC is fully confirmed:

Seller secures allocation from refinery

Pays all Turkmenistan-related logistics, fees, transport

Arranges international freight to China (CIF)

Purchases marine insurance according to CIF Incoterm



## 9. Shipment & Export Documentation

Seller ships the product and issues the following documents strictly per LC requirements:

Commercial Invoice

Packing List

Certificate of Origin

SGS or CIQ Analysis Report

Clean On Board Bill of Lading

Insurance Certificate (CIF compliant)

Weight Certificate

Loading Photos

All documents requested in LC

No document will contain discrepancies, ensuring full LC compliance.

## 10. Presentation of Documents to Seller's Bank

Seller submits the full documentary set to their bank.

The bank checks strict conformity with LC terms.



## 11. LC Payment to Seller

Upon successful document verification:

Seller's bank forwards documents via SWIFT to Buyer's bank in Singapore

Buyer's bank honors the LC At Sight

Seller receives full payment

- This step finalizes the financial transaction.

## 12. Delivery to Buyer (CIF China)

Goods arrive at the designated port in China.

Buyer receives the cargo and clears customs using original documents.



## 13. Contract Completion

- After final delivery and payment, the shipment cycle is completed.
- For multi-shipment contracts, LC may be revolving or replenished per schedule.

**This procedure is hereby approved and adopted.**

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Signature

