



# ASTANA

PETROLEUM GROUP, LLP



Almaty region, G.A. Konaev, G. Konaev, Microdistrict  
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Issued Date: 2025

To: Buyer/BuyersMandate

## SOFT CORPORATE OFFER

We "ASTANA PETROLEUM GROUP, LLP" On Behalf Of Our End Seller/Refinery, With Full Legal Responsibility Under Penalty Of Perjury, Hereby Issue This Soft Corporate Offer With The Given Terms And Conditions As Stated In In This To Confirm Our Readiness And Negotiate With The End Buyer, With The Ability To Supply The Following Commodities According To The Terms And Conditions Stipulated In This Soft Corporate Offer.

### PRODUCT AND PRICE

#### AVIATION KEROSENE COLONIAL GRADE 54 JET FUEL:

Monthly Quantity: 500,000bbls-10,000,000bbls Price Per Barrel:

Fob \$80 Gross/\$76 Net.

Cif \$84 Gross / \$80

Netcommission:\$2/\$2.

#### JET FUEL A191/91:

Monthly Quantity: 500,000bbls-10,000,000bbl Price Per Bbl:

Fob \$80 Gross/\$76 Net.

Cif \$84 Gross / \$80

Commission: \$2/\$2.

#### DIESEL D6 VIRGIN LOW POUR FUEL OIL:

Min. Quantity: 25,000,000 Gallons Per Week.

Max. Quantity: 500.000.000 Gallons Per Week.

Fob Price: \$0.88 Gross/\$0.74 Net Per Gallon,

Cif Price: \$0.82 Gross/\$0.88 Net Per Gallon

Commission:\$0.02/\$0.02

#### DIESEL GAS OIL EN590:

Monthly Quantity: 50,000mt -10,000,000mt Price Per

Fob\$450gross/\$440net.

Cif \$460 Gross /\$450 Net.

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Commission: \$10\$5/\$5.

**MAZUT M100 GOST-1058575:**

Monthly Quantity: 50,000mt 1,000,000mt.Price

Permt: Fob\$320gross/\$310net.

Cif \$330 Gross / \$320 Net.

Commission: (\$5/\$5)

**MAZUT M100 GOST-10585-99:**

Monthly Quantity: 50,000mt- 1,000,000mt.Price Per

Mt: Fob\$300gross/\$290net.

Cif \$310 Gross/ \$300net.

Commission: (\$5/\$5)

**D2GAS OIL GOST305-82:**

Monthly Quantity: 50,000mt 1,000,000mt.Price Per

Mt: Fob\$300gross/\$290net.

Cif \$310 Gross / \$300net.

Commission: \$5/\$5.

**AUTOMOTIVE GAS OIL (AGO):**

Monthly Quantity 50,000mt-500,000mt Price Per

Mt: Fob\$410gross/\$400net.

Cif \$420 Gross / \$410net.

Commission: \$5/\$5.

**EXPORT BLEND CRUDE OIL GOST 9965-76:**

Monthly Quantity: 500,000bbl- 10,000,000 Bblprice Per

Fob \$66 Gross/\$62 Net.

Cif \$78 Gross /\$74net.

Commission: \$2/\$2.

**UREA GRANULAR 46 AND PRILLED:**

Monthly Quantity: 50,000 Mt-100,000 Mt

Priceper Mt: Fob\$160gross/\$150net.

Cif \$170 Gross /\$160 Net. Commission: \$5/\$5.



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### PETROLEUM COKE (PETCOKE):

Monthly Quantity: 40,000 metric tons spot

Shipment Quantity: 40,000 Metric Ton 250,000 Metric Tons

Cif \$180 gross/\$170 net.

Commission: \$5/\$5

### EASTERN SIBERIAN PACIFIC OCEAN (ESPO):

Monthly quantity: 25,000 bbls 10,000,000 Mt

Price: Fob \$290 gross/\$280 net:

Cif \$300 Gross/ \$290

Net Commission \$2/\$2

### REB COGOST 51858-200/9965-76:

Quantity: Minimum Of 100.000 Barrels/Per Month

Maximum Of 1,000,000 Barrels/Per Month

Delivery: Fob Price: Nwe Platt's Discount Minus

-\$5.00 Gross/\$2.00 Net Per Barrel

Cif Price: New Platt's Discount Minus -

\$6.00 Gross / \$4.00 Net Per Barrel.

Commission: \$3(\$1.50/\$1.50)

### GASOLINE:

Quantity: Minimum Of 25,000,000

Gallon. Maximum quantity: 50,000,000 gallon per

Week, Fob price \$0.76 gross/\$0.72 net per Gallon,

Cif Price: \$0.80 Gross/ \$0.86 Net Per Gallon.

Commission (\$0.02/\$0.02)

### LIGHT CYCLE OIL (LCO):

Monthly Quantity: 20,000 Mt-200,000

Mt price per mt:

Fob \$300 Gross/\$290 net

Cif: \$320 Gross / \$310 net

Commission \$5/\$5.

### EURO 4:

Monthly Quantity: 500,000 Bbl-10,000.000 Bbl Price Per

Bbl: Fob \$86 gross/\$82 net.

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Cif\$88gross/\$84net.

Commission: \$4(\$2/\$2)

### HIGH-SPEED DIESEL (HSD) 50PPM:

Quantity: 20.000 Mt. 500.000 Mt.

Monthlyfob: Grossus \$350.Mt, Net\$340

Cif: Grossus\$360.00mt, Netus\$350:

Commission:\$10(\$5/\$5)

### CST-180 FUEL OIL:

Quantity: 50.000 Mt. 500.000 Mt.

Monthly Fob Price: Gross: \$240 Per Mt, Net: \$230

Commission: \$10(\$5/\$5)

### CST-380 FUEL OIL:

Originquantity: 50.000 Mt. 500.000 Mt.

Monthly For Price: Gross Us \$230 Mt, Net\$220:

Commission: \$10(\$5/\$5)

### LIQUID IFIED PETROLEUM GAS.GOST20448-90:

Minimum Quantity: 10,000 Metric tons

Minimum Quantity: 1,000,000 Metric Tons Per Month

Fob Price: Gross\$360.00/Net\$350.00

Cif Price:Gross\$370.00/Net\$360.00

Commission Buyer Side \$5/\$5 Seller Side

### LIQUEFIED NATURAL GAS (LNG) LIFTABLE QUANTITY:

Minimum Quantity: 100,000metric Tons Per

Month maximum quantity: 400,000 Metric tons per month

cif price: Fob price:Gross\$370.00/Net\$360.00gross

\$380.00/Net \$370.00

Commission Buyer Side \$5/\$5 Seller Side

### SULPHUR GRANULAR:

Minimum Quantity: 50,000 Metric Tons Per

Month Maximum Quantity: 500,000 Metric Tons Per

Month Cif Price: Gross \$260/Net\$250

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Commissionbuyerside\$5/\$5sellerside

### METHANOL:

Minimum Quantity: 50,000 Metric Tons Per Month

Maximum Quantity: 300,000 Metric Tons Per Month

Cif Price: Gross \$350.00mt/Net\$340

Commissionbuyerside\$5/\$5 Seller Side

### ULSD 10PPM ULTRALOW SULPHUR 46:

Minimum Quantity: 50,000 Mt Maximum: 300,000

Mtpricefob: Gross \$430.00mtnet:\$420.00mt

Cif Price: Gross Usd\$445.00mtnet: Usd\$435.00

Commission Buyer Side \$5/\$5 Seller Side

### BITUMEN GRADES 60/70 AND 80/100:

Minimum Quantity: 10,000 Metric Tons Per Month

Maximum Quantity: 500,000 Metric Tons Per Month

Price Fob: Gross \$340/Net

\$330 Price Cif: Gross\$350/Net\$340

Commission Buyer Side \$5/\$5 Seller Side

### GASOLENE 89 OCTANES:

Minimum Quantity: 50,000 Mt Maximum: 300,000 Mt

Price Fob Aswp: Gross \$390/Net \$380

Price Cif: Gross \$400/Net \$390

Commission Buyer Side \$5/\$5 Seller Side

### DIAMMONIUM PHOSHATE (DAP18-46-0):

Monthly Quantity: 5,000mt- 1000,000

Mtprice Per Bbl: Fob \$270 Gross/\$260net.

Price Per Mt: Cif \$280 Gross /\$270net.

Commission: \$5/\$5.

FOB BANKING & PAYMENT PROCEDURE

FOB CHINA, SINGAPORE, FUJAIRAH, ROTTERDAM, HOUSTON

1. Buyer issues icpo containing the seller's working procedure with banking details and scanned copy of

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passport.

2. Seller issues commercial invoice of the product at the port; buyer sign and return back the commercial invoice to seller.

3. Seller issued the bellow partial pop documents:

- A. Copy commitment to supply
- B. Copy statement of availability of product
- C. Authorization to verify the product in the seller's tank (atv).
- D. Copy authority to sell and collect (atsc).

4. The buyer extend the seller tank for 2 days to enable dip test conduct in the seller tank before injecting on the buyer vessel / buyer's tank.

5. After extending the seller tank, seller issue to buyer ppop listed below:

- A. Gps coordinate-tank storage receipt (tsr) with scanned barcode,
- B. Injection report.
- C. Dip test authorization letter (dta)
- D. Fresh sgs report.
- E. Authorization to verify the product in the seller's tank (atv).

6. Buyer inspect by sgs on buyer's expenses and sends tsr.

7. Seller issues the following document to all intermediaries involve in the transaction and to buyer endorsed ncnda/imfpa.

8. Upon successful dip test in seller tanks, product will immediately be injected into buyer's vessel, buyer makes payment for the product via mt103 and seller transfers' title ownership to buyer. If the above negotiation terms and working procedures are acceptable by your company kindly issue an icpo inserting the above working procedures in order for an accepted buyer

### **TANK TO VESSLE REFINERY SELLING PROCEDURES FOB ROTTERDAM/HOUSTON**

- 1. Buyer Issue Icpo Containing The Seller's Working Procedure With Banking Details And Scanned Copy Of Passport.
- 2. Seller Issues Commercial Invoice Of The Product At The Port; Buyer Sign And Return Back The Commercial Invoice To Seller.
- 3. Seller Issued The Belo Partial Pop Documents:





1. Copy Commitment To Supply
2. Copy Statement Of Availability Of Product
3. Authorization To Verify The Product In The Seller's Tank (Atv)
4. Copy Authority To Sell And Collect (Atsc)
4. The Buyer Extends The Seller Tank For 2 Days To Enable Dip Test Conduct In The Seller Tank Before Injecting Into The Buyer Vessel.
5. After Extending The Seller Tank, The Seller Issue To Buyer Ppop Listed Below:
  - a) Gps Coordinate-Tank Storage Receipt (Tsr) With Scanned Barcode,
  - b) Injection Report.
  - c) Dip Test Authorization Letter (Dta)
  - d) Fresh Sgs Report.
  - e) Authorization To Verify The Product In The Seller's Tank (Atv).
6. Buyer Inspected By Sgs On Buyer's Expenses And Sends Tsr.
7. Seller Issues The Following Document To All Intermediaries Involve In The Transaction And To Buyer Endorsed Ncnda/Imfpa.
8. Upon Successful Dip Test In Seller Tanks, Product Will Immediately Be Injected Into Buyer's Vessel, Buyer Makes Payment For The Product Via Mt103, And Seller Transfers' Title Ownership To Buyer. If The Above Negotiation Terms And Working Procedures Are Acceptable To Your Company Kindly Issue An Icpo Inserting The Above Working Procedures In Order For An Accepted Buyer.

#### STANDARD FOB TANK TO TANK PROCEDURES:

1. Buyer issues an official ICPO together with Company registration certificate, Signatory's passport, and Tank Storage Agreement (TSA) in Buyer's name for Seller's validation.
2. Seller issues Commercial Invoice (CI) for the available quantity to Buyer.
3. Buyer signs and returns the Commercial Invoice with Tank Storage Receipt (TSR) issued to Buyer as proof of tank storage availability. NCNDA/IMFPA signed by Buyer and all Buyer groups must also be submitted for Seller's endorsement.
4. Seller programs injection and issues to Buyer the documents listed below:
  - Unconditional Dip Test Authorization (DTA)
  - Fresh SGS Inspection Report



- Injection Report
  - Certificate of Origin
  - Product Passport (analysis test report)
  - Notarized and endorsed NCNDA/IMFPA
  - Tank Storage Receipt (TSR)
  - Authorization to Sell and Collect (ATSC)
5. (Optional) Buyer's SGS team re-conducts dip test inspection on the product in Seller's storage tanks on Buyer's expense.
  6. Upon successful dip test inspection, Buyer pays for the total product value and Seller immediately transfers the title of product ownership to Buyer with all export documents.
  7. Seller immediately commences injection of the product into Buyer's tanks.
  8. Seller pays all intermediaries involved in the transaction within 72 hours.

**PROCEDURE:(2)REFINERYSELLINGPROCEDURESFOBROTTERDAM/HOUSTON:**

1. Buyer Sends Icpo In Line With Seller Working Procedures Alongside His/Her Tank Storage Agreement (T.S.A.) On Receipt And Acceptance Of Seller's Offer;
2. Seller Issues Commercial Invoice (C.I.), Buyer Signs Within 24hoursand Returns To Seller Within Its Validity;
3. Upon Receipt And Review Of The Signed C.I., Seller Issues Dip Test Authorization (D.T.A) To Be Completed And Signed By Buyer And Buyer Logistics Company In Order For Dip Test To Be Conducted Alongside Countersignedcopiesofthec.I;
4. Buyer Returns The Dip Test Authorization (Dta) Fully Completed And Signed Within Its Validity And Upon Successful Review Of The Completed Dta, Seller Issues The Below Full Pop Documents:-Fresh Sgs Report (Not Older Than 72 Hours); Product Reservoir Receipt;
  - Accreditation Certificate
  - Product passport (Quantity and quality analysis);
  - Authorization to sell and collect certificate (Atscc);
  - Pre-Injection Report(Pir);
  - Ncnda/Imfpa (To be completed by all intermediaries );
  - Certificate of product origin;
  - Authority to verify (Atv) Either physically or otherwise





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5. Upon Receipt And Confirmation Of The Above Pop Documents, The Buyer Provides its testing officials (Sgs orintertek) And the needed test Are Carried Out On the product in the Seller Stands;

6. Buyer Upon Successful Dip Test Makes Full Payment By Mt103/Tt Wire Transfer For The Total Product And Seller Pays Commission To All Intermediaries Involved In The Transaction Within 24 Hours After confirmation of buyer's payment and injection commences immediately; Seller Issues A Contract For The For Buyer's Desired Duration Upon Successful Completion Of The Trial Order.

### **PROCEDURE:(3)REFINERY SELLING PROCEDURES FOB ROTTERDAM/HOUSTON:**

#### **DIP AND PAY TRANSACTION PROCEDURE:**

#### **FOB CHINA, SINGAPORE, FUJAIRAH, ROTTERDAM, HOUSTON**

1. Refinery Issues A Full Corporate Offer And Buyer Sends ICPO, CP And Tank Storage Agreement (TSA) As Proof Of Storage Availability.

2. Refinery Verifies And Issues Commercial Invoice (Ci) For Available Quantity Include The Product Specifications, Tank To Tank Injection Agreement (TTTIA). Buyer Signs And Returns Signed Ci To Refinery Along With (TTTIA) Signed And Approved By Their Logistics Company.

3. The Refinery Issues The Below Pop Documents As To Allow The Buyer Dip Test In Seller's Ex-Shore Tank.

A. Dip Test Authorization (Dta).

B. Authorization To Sell & Collect (Atsc).

C. Commitment Letter To Supply.

D. Statement Of Product Availability.

E. Authorization Letter To Verify.

F. Payment Invoice of (\$155.000) for the tank extention for dip test and product allocation

4. After confirming the payment by the seller, Buyer Orders Sgs To Conduct Dip Test Of The Product In The Seller's Ex-Shore Tanks At Seller Expenses Within The Validity Of The Tank Storage Receipt.

5a. Buyer Provides Logistics Details Either Their Vessel Details Or Tank Storage Agreement As To Commence Injection Of Product.

5b. Upon Successful Receive Of Sgs Analysis Report Of The Product Seller Provides To Buyer The Following Documents:

A. Loading Port Injection Report.

B. Product Passport.

C. Bill Of Lading.

D. Certificate Of Origin.

E. Certificate Of Ownership.

F. Q88

6. Buyer Makes 100% Payment By Mt 103 Tt Wire Transfer For The Total Cost Of The Product And

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Refinery Pays Commission To All Seller And Buyer Intermediaries Involved In The Transaction Within 48 Hours After Confirmation Of The Buyer's Payment.

7. Refinery Issues Draft Sales And Purchase Agreement To Buyer To Review For Roll Over And Extension  
Monthly Of Deliveries For One Year.

8. The Subsequent Delivery Shall Commence According To The Terms And Conditions Of The Sales And Purchase Agreement, And Mandates / Intermediaries Receive Their Commissions According To Monthly Deliveries.

### (DIP & PAY PROCEDURE)

### REFINERY SELLING PROCEDURES FOB ROTTERDAM/HOUSTON:

1. Buyer Sends Icpo In Line With Seller Working Procedures Alongside His/Her Tank Storage Agreement (T.S.A.) On Receipt And Acceptance Of Seller's Soft Offer;
2. Seller Issues Commercial Invoice (C.I.), Buyer Signs Within 24hours And Returns To Seller Within Its Validity;
3. Upon Receipt And Review Of The Signed C.I., Seller Issues Dip Test Authorization (D.T.A) To Be Completed And Signed By Buyer And Buyer Logistics Company In Order For Dip Test To Be Conducted Alongside Counter Signed Copies Of The C.I;
4. Buyer Returns The Dip Test Authorization (Dta) Fully Completed And Signed Within Its Validity And Upon Successful Review Of The Completed Dta, Seller Issues The Below Full Pop Documents:- Fresh Sgs Report (Not Older Than 72hours); Product Reservoir Receipt;
  - Authorizationtosellandcollect Certificate(Atscc);
  - Accreditationcertificate
  - Product Passport (Quantity And Quality Analysis);
  - Pre-Injection Re(Pir);
  - Ncnda/Imfpa(Tobecompletedbyallintermediaries);
  - Certificateofproductorigin;
  - Authoritytoverify(Atv)Either Physically Or Otherwise
5. Upon Receipt And Confirmation Of The Above Pop Documents, The Buyer Provides Its Testing Officials (Sgs Orintertek) And The Needed Test Are Carried Out On The Product In The Seller's Tanks;
6. Buyer Upon Successful Diptest Makes Full Payment By Mt103/Tt Wire Transfer For The Total Product And Seller Pays Commission To All Intermediaries Involved In The Transaction Within 24 Hours After Confirmation Of Buyer's Payment And Injection Commences Immediately;
7. Seller Issues A Contract For Buyer's Desired Duration Upon Successful Completion Of The Trial Order.

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## **COST INSURANCE AND FREIGHT (CIF) PROCEDURE:**

1. Buyer issues Icpo with this Procedure In Corporate On The Icpo Along With Buyer's Company Registration Certificate.

2. Seller Issues Sale & Purchase Agreement (Spa), And Icc Warning Letter Buyer Review, Amend (If Necessary), Signs And Return The Spa In Word Format To Seller Within 3 Banking Days. Seller Sends Final Spa To Buyer In Pdf Format; Buyer Confirms Final Spa And Issues Letter Of Acceptance Of The Final Spa.

3. Seller Issues To Buyer Via Email The Following Transaction Documents:

- Commitment To Supply.
- Statement Of Product Availability.
- Certificate Of Origin).
- Product Passport.
- Atsc,

Buyer Confirms The Receipt Of The Documents By Mail And Issue Confirmation Letter Within 24hrs.

4. Seller Makes Arrangement For The Chartered Freight With A Renowned Shipping Company For The Transportation Of The Product To Buyer Designated Discharge Port, Both Seller And Buyer Sign The Charter Party Agreement (Cpa) Together With The Shipping Company (Athreepartycpa) This Is Applicable Only For 1st Shipment (Seller & Buyer) Pays Cpa Cost 50/50 Via T/T Wire Transfer Directly To The Shipping Company. Fee Would Later Be Refunded/Deducted Whether Buyer Is Paying For The Total Product Cost).

5. After Completion Of The Above, Seller Issues To Buyer Product Title Transfer Agreement, Buyer Signs And Returns. Seller Legalizes The Jointly Contract With The Authorities In Charge And Sends To Buyer The Legalized Contract, The Certificate Of Product Title Transfer And Then Proceeds With The Port & Custom Clearance Of Product And All Internal Routines Operations Accordingly.

6. Upon Completion Of The Above And Confirmation Of This Export Approval By The Authority To Seller With The Endorsement Of The Charter Party Agreement (Cpa) And The Shippings Schedule By The Port Authority, To Enable Seller Release The Below Proof Of Product Documents:

- Legalized Charter Party Agreement (Cpa) With The Loading Port authority.
- Injection Report
- Product Allocation Certificate
- Allocation Title Transfer Certificate
- Export License
- Export Approval
- Tank Receipt
- Diptest Authorization.

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7. Seller Issues The Commercial Invoice And Sends To Buyer And Within 5 working Days, Buyer's Bank Issues To Seller's Bank Swift Operative Standby Letter Of Credit (Sblc) Via Swift Mt760, Letter Of Credit (Lc), Bank Guarantee (Bg) Or Documentary Letter Of Credit (Dlc) Via Swift Mt700 For The Entire 1st Shipment Total Product Value, And For Seller To Lodge And Activate A 2% Pb (Performance Bond/Performance Guarantee) In The Favor Of the Buyer. If Seller Fails To Supply The Cargo Shipment Of The Product To The Buyer This 2% Performance Bond Will Be Paid/Forfeited To The Buyer.

8. The Product Sgs Inspection Charges Will Be Borne By The Seller At The Loading Port. Seller Invites Buyer For Visitation To Witness The Final Inspection And Ttm For Negotiation Of Future Transaction (Optional To Buyer). Seller Signs Cnda/Imfpa Between All Intermediaries Involved With The Notarized Copy Sent To Seller's Bank.

9. Loading & Shipment Of Product Commences As Per Schedule. Upon Vessel's arrival And Finalization Of Sgs At Destination Port, Buyer Release Payment Via Swift Fund Transfer Within 3 To 5 Banking Days To Seller For Total Shipment Value After Discharge Of Product At Destination Port And Receipt Of The Entire Relevant Shipping And Export Documents. Seller Within 48 Hours Pays The Intermediaries Involved According To Signed & Notarized Imfpa.

## CIF WORKING PROCEDURE (2)

1. Buyer Confirms Seller Sco And Issue Icpo With Full Banking Information (Valid For 10 Days, With List Of Documents).

- A. Copy Of Passport Of The Person Authorized To Sign The Contract
- B. Profile Of The Buyer's Legal Entity (Certificate Of Incorporation)
- C. Copy Of Tax Registration Certificate.
- D. Postal Details.
- E. Details.
- F. Official Acceptance Letter (Seller's Procedure)
- G. Product Specification (If Any)

2. Seller Acknowledges Buyer's Icpo And Issues Contract To Buyer Open For Amendment. Buyer Signs And Returns The Contract To The Seller In Word Format Within Three (3) International Working Days.

3. Seller Makes The Final Signature, Notarized The Contract With Appropriate Authorities, Convert To Pdf And Send To Buyer As Final Approved Copy Along With The Following Documents:

- A. Product Certificate Origin
- B. Product Passport
- C. Charter Party Agreement (Cpa)
- D. Copy Of The Refinery's Letter Of Commitment

4. Seller Makes Arrangements For The Chartered Freight With A Renowned Shipping Company For

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The Transportation Of The Product To Buyer Designated Discharge Port, Both Seller And Buyer Sign The Charter Party Agreement (Cpa) Together With The Shipping Company (At Three Party Cpa) Seller Pays Cpa Cost 100% Via/Tt Wire Transfer Directly To The Shipping Company.

4. After Confirmation Of The Charter Fee By The Shipping Company The Buyer Authorize Her Bank The Disbursement Of \$315,000 Product Loading Security Fee For The Seller's Bank To Enable The Seller To Commence Loading Of Product With The Shipping Company.
5. Upon Receipt Of Buyer's Security Fee. Seller's Upon Seller's Bank Confirmation Of The Tt Payment Of Product Loading Security Fee For The First Trial Shipment Paid And Confirmed, Seller Loads Product Within Four (4) International Working Days And Sends Pop Documents In Buyer's Company Name To Buyer's Bank (11 Sets Bellow):
  - A. Certificate Of Incorporation
  - B. Act Of Transfer
  - C. Commercial Invoice
  - D. Company Taxpayer's Certificate
  - E. Fresh Sgs Report
  - F. Tank Receipt
  - G. Q88 And Quality Specification
  - H. Bill Of Lading.
  - I. Certificate Of Non-Wooden
  - J. Nor—Notice Of Readiness
  - K. Eta—Estimated Time Of Arrival.
7. Buyer Notifies Seller By Official Written Notice Of His Bank Receiving Seller's Pop Documents While Seller Sends To Buyer The Registered Hard Copy Of The Contract Through Courier Service Within Four (4) Days. Shipment Commences As Scheduled In The Contract And Upon Arrival Of The Cargo At The Discharge Port, Buyer's Inspection Team Carries Out Ciq, Sgs Or Equivalent Inspection To Ascertain Quality And Quantity.
8. Product Is Discharged After Successful Inspection Into Buyer' S Storage Facility, Then Buyer' S Bank Releases Payment For Total Value Of The Product To Seller' S Bank, And Commissions To Buyer Mandate Bank Within Six (6) Banking Days By Tt Mt 103/Mt 107. Seller Transfers Title Of The Product To Buyer.
9. Second And Succeeding Shipments Continue.

### CIF IRREVOCABLE OPERATIVE SBLC VIA MT'760 OR DLC VIA MT'799 OR LC. PROCEDURE:

1. Buyer Issues Icpo With Seller's Delivery Procedures On Buyer's Letterhead Along With Buyer Banking Information & Company Registration Certificate.
2. Seller Issues Sales Purchase Agreement To Buyer

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3. Buyer Signs And Returns The Spa To Seller With Guarantee Of Compliance, Seller Issues Partial Proof Of Products To Buyer:

- A. Export License
- B. Certificate Of Origin (Romania)
- C. Irrevocable Commitment To Supply
- D. Proforma Invoice For The First Value Month
- E. Statement Of Availability Of Product

4. Within 7 Banking Days, Buyer's Bank Sends Irrevocable Operative Sblc Via Mt'760 Or Dlc Via Mt'799 Or Lc. According To Seller's Fiduciary Bank Verbiage To Seller's Nominated Fiduciary Offshore Bank Account For First Month Shipment, Should Buyer Fail To Issue Payment Instrument Within The 7 Banking Days. The Buyer Must Make Cash Deposit Of \$320,000 By Tt Wire Transfer For Security Guarantee To Enable Seller Secure A Charter Vessel And Commence Shipment, Letter Of Guarantee Of Refund Notarized By Moscow High Court Will Be Issued To Buyer And This Payment Will Be Deducted From The Total Cost Of Product After Inspection At Discharge Port, Seller's Bank Issues Full Pop Documents To The Buyer's Bank Along With The 2% Performance Bond (Pb) And Tim Will Be Held In Buyer's Designated Safe Location Upon Arrival Of Cargo At Buyer's Discharge Port.

- (A) Nor/Eta
- (B) Bill Of Lading (Must Have Ground Agent Details)
- (C) Official Export License
- (D) Vessel Questionnaire 88
- (E) Port Storage Agreement
- (F) Sgsreportatloadingport
- (G) Certificate Of Ownership Transfer
- (H) Dip Test Authorization (Ota) & Atb
- (I) Charter Party Agreement To Transport The Product To Discharge Port.
- (J) Copy Of Transnet Signed Contract To Transport The Product To The Loading Port.
- (K) Allocation Transaction Passport Code Certificate (Atpcc) By Ministry Of Energy
- (L) Entrustment Letter From Seller Shipping Company
- (M) Other Dlc Required Documents.

5. Shipment Commences Only Upon Confirmation Of Buyer's Payment Of Security Guarantee And The Shipment Should Arrive At Buyer's Discharge Within 5- 25 Days. The Sgs Will Be Borne By The Seller At The Loading Seaport And Buyer At The Unloading Seaport.

6. Buyer Releases Payment To Seller By Tt/Mt103 Upon Receipt Of The Shipping Documents And Confirmation Of The Q&Q By Sgs/Ciq At Desitination Port.

7. Seller Pays Commission Within 48 Hours By Swift Mt103 To All Intermediaries Assigned Ncnda/Impfa

8. Seller/Buyer Proceeds On Yearly Basis As Per Signed Draft Contact

**(TTO PROCEDURE)**  
**NON-NEGOTIABLE TANK TAKE OVER**

BIN: 100340011145





**ASTANA**

**PETROLEUM GROUP, LLP**



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1. Buyer Issues Official Icpo
2. Seller Issues Mou
3. Both Parties Sign Mou, Commercial Invoice, And Market Rights Protection Agreement.
4. Upon The Receipt Of The Countersigned Mou From The Buyer, The Seller Emails To The Buyer The Listed Documents
  - A) Product Passport (Quantity And Quality Dip Test Analysis Report)
  - B) Vessel Questionnaire 88
  - C) Cargo Manifest
  - D) E.T.A (Estimated Time Of Arrival) Of Vessel
  - E) Vessel (N.O.R) Notice Of Readiness
  - F) Invoice For 5% Payment
5. Buyer Conducts Due Diligence On The Availability Of The Product Inside The Vessel And Makes Payment Of 5% Of The Master Invoice Value To The Seller Fiduciary Account Via Mt103 T/T Wire Transfer Within 48 Hours For The Change Of The Consignment Rights And Transfer Of Title Of Ownership To Buyer's Name.
6. Upon Seller Receipt Of The Payment Of 5%, Seller Shall Transfer Product Title To Buyer's Company Name, Reissues All Other Outstanding Documents To The Buyer's Name, And Send Via Swift From Seller's Bank To The Buyer's Bank Full Proof Of Product.
7. Buyer Contact The Shipping Company To Re-Direct The Route Of The Vessel Tanker To The Buyer's Destination Port. Upon The Arrival Of The Vessel At The Buyer's Discharge Port, Seller Is-Sues An Authorization For The Buyer's Representatives And Inspection Team To Board The Ves-Sel And Conduct Q&Q Inspection.
8. Upon The Successful Inspection, The Buyer Makes The Payment For The Product Via Tt Wire Or Mt103 To The Seller And Takes Over The Vessel Tanker.
9. Seller And Buyer Signs Contract For 12 Months Shipment.
10. Buyer Issues Their Bank Guarantee Sblc Mt760/Dlc Mt700 To The Seller's Bank To Guarantee The Monthly Shipments, Seller Issues A 2% Performance Bond Within 3 Days For The Monthly Contract Shipments.
11. Monthly Shipment Commences To The Buyer's Discharge Port As Stipulated In The Contract

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Sign:

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