

ON BUYER'S OFFICIAL LETTER HEADED PAPER WITH FULL CONTACT DETAILS
Buyer to fill in places marked with XX

Date: **XX**th, 20**XX**

Marketing Department
KEONIE GLOBAL TRADERS LTD
548-550 Elder House,
Eldergate,
Milton Keynes MK9 1LR,
United Kingdom

REQUEST FOR QUOTATION

We hereby state that we are able to purchase the commodity described at the target price stated or as agreed and with the payment term stated below. Upon agreement in price, we are then prepared and able to provide an ICPO and BCL or RWA and then follow to final conclusion directly thereafter.

We also understand that a proper RWA is not just a Bank Reference Letter, but rather a document where the bank states the buyer is capable of performing with the stated price, quantity and payment terms. Our Finances are in order and once the contract is signed, we are ready to initiate the Payment Instrument starting from the Pre-advice within 5 days from the signing of the hard copy.

We are financially capable of performing this deal because we have met with the International Trade Department of our bank and they have approved to facilitate this deal and it has been arranged for a Top 50 Confirming Bank to Confirm the LC.

Exclusivity & Validity of the Request for Quotation

We confirm and guarantee that this Request for Quotation has not been issued to any other sellers or brokers before and has a validity of fifteen (15) days from the date of issue.

Product	XXX
Reference (if any)	XXX
Specification (if any)	Please attach the required specification

Contract Term (Single shipment or Contract)	XXX
Contract Quantity (Annually)	XXX,000 Metric Tonnes (+/- 5%)
Per Shipment Quantity (Monthly)	XXX,000 Metric Tonnes (+/- 5%)

Country of Destination	XXX
Target Price	XXX per metric ton (+/-) (Our pricing are based on PLATT)
Delivery Terms (FOB or CFR)	XXX
First Shipment Date	XXX 20XX

Payment Instrument	Irrevocable, Transferable, Revolving, Confirmed and Advised, Documentary Letter of Credit (RDLC). (Non-Transferable LC will incur a pricing premium)
Special Conditions or Info	XXX

ON BUYER'S OFFICIAL LETTER HEADED PAPER WITH FULL CONTACT DETAILS
Buyer to fill in places marked with XX

BUYERS BANKING CO-ORDINATES:

Bank Name	:	
Full Address	:	
Account Name	:	
Account Number	:	
Swift	:	
Bank Officer Name	:	
Bank Officer Email	:	
Bank Officer Telephone	:	

CONFIRMING BANK COORDINATES

Bank Name	:	
Branch	:	
Bank Email	:	
Full Address	:	

BUYER'S BANK'S FUNDS CONFIRMATION

WE ATTESTED AT THE INSTANCE OF OUR CUSTOMER **XXXXX** LTD, WHO OPERATES A CORPORATE CURRENT ACCOUNT WITH **XXXXX** BANK LTD IN (**CITY, COUNTRY**).

WE CAN ASSURE THAT HIS RELATIONSHIP WITH OUR BANK IS PROFESSIONAL AND HOLD CREDIT LINE WITH OUR BANK AND FINANCIALLY THEY ARE VERY SOUND. THEY ARE CAPABLE OF HANDLING THE ABOVE TRANSACTION SUCCESSFULLY.

BANK OFFICER NAME:

BANK SEAL:

DATE

ON BUYER'S OFFICIAL LETTER HEADED PAPER WITH FULL CONTACT DETAILS
Buyer to fill in places marked with XX

We understand that any and all offer and/or contracts are subject to successful Seller verification of funds availability.

Thank you for your attention to this request. We look forward to your earliest response.

Very truly yours,

Buyer's Authorized Signature: _____

(Signatory's Full Name): _____

Title of Signatory: _____

Buyer's Company Seal :

Date: **day / month / year**

**** A copy of this RFQ should be sent by the buyers to their Bank informing them of what they intend to purchase. ****