

# PURCHASE ORDER

Original



FJPO03048

Our Order	Order Date	Purchase Type	Supplier Quote Ref. /DT		
FJPO03048	11-Nov-2021	IMPORT	0685 09/11/2021		
<u>Supplier Details</u>		<u>Delivery address.</u>			
Account No : BP0000300 Name : R.E.M. SRL  TRN No : Address : VIA FERRUCCIA 16/a 03010 PATRICA (FR)  Telephone : Contact Name: Contact No :                      Fax : Email Id : amministrazione@rem-motori.it		Consignee : SAUDI COMPANY FOR MFG. CARPET : MATERIALS L.L.C Address : Industrial City Phase 5, City : P.O. BOX: 30540, JEDDAH - 21487, Company TRN No: 300240111100003 Telephone : + 966 12 6102527      Fax : +966 12 608 1251 Contact Name : OBAID HUSSAIN ASLAM Contact Number : +966126102506 Email ID : obaid.a@mattex.com			
Shipping Mode	Shipping Term	Delivery Date	Country of Origin	Payment Term	Port of Discharge
	EXW	11-Dec-2021	ITALY	30 Days from Invoice Date	

We confirm our intention to place the order for below items:

Reference B : MFJ3

Line	Item	Item Description	Delivery Date	Unit	Quantity	Price	Currency	Discount	Amount
1	003622	CARBON BRUSH SIEMENS EXTRUDER 44x25x16 1GG6188-0NG9-1WV3-Z S/N: 1178157010001, 1625ZD E101	11-Dec-2021	Pcs	144.00	30.0000	EUR	0.00	4,320.00

Amount in Word : FOUR THOUSAND SIX HUNDRED TWENTY EUR ONLY.

Total Amount Before VAT	4,320.00
Total Discount	0.00
Misc. Charges	300.00
Net Amount Before VAT	4,620.00
VAT Amount	0.00
Total Amount Including VAT	4,620.00

THIS IS A COMPUTER GENERATED DOCUMENT. NO SIGNATURE IS REQUIRED.

## Rider of International Purchase Order

Strictly follow the below documentation procedures.

### Consignee & Notify Address/Delivery/Courier Address

SAUDI COMPANY FOR MFG. CARPET MATERIALS - MATTEX

Street: Industrial City Phase 5, P.O. BOX: 30540, JEDDAH Zip Code: 21487,

KINGDOM OF SAUDI ARABIA. TEL: + 966 12 610 2500, FAX: +966 12 608 1251

### Air & Sea Freight Shipments – Shipping instructions / Required Documents:

1. 3 Commercial Invoice in originals manually signed & stamped (1/3 original duly attested by local chamber of commerce at origin)
2. 1 Certificate of Origin in original Issued by the Chamber of Commerce/Industry - mentioning name of country of origin of goods
3. 1 EUR.1 Certificate stamp & signed by Swiss customs – required only if the goods are origin from Switzerland.
4. 2 Packing List / Weight list in manually signed & stamped
5. Air-Freight shipment: Master Airway Bill (MAWB) copy with flight details marked Freight prepaid
6. Container shipment (FCL): Full set of Ocean Bill of lading in 3 originals + 3 Non-negotiable (MBL) marked Freight Prepaid.  
NB. If shipment by LCL cargo, then agent's HBL accepted instead of MBL
7. Insurance Certificate required (for delivery terms CIF, CIP, DAP, DDP.)
8. Shipping Marks: Mattex Jeddah

**For Any Express Courier shipments (Door-to-Door):** Prior to shipment send the draft of Invoice & COO for our approval.

- A) If the Invoice value is less than US\$ 2,000.00 then Certificate of Origin (COO) not required, but declaration in Invoice is required mentioning Country of origin.
- B) If the Invoice value is Above US\$ 2,000.00 then Certificate of Origin (COO) is compulsory required. Saudi Customs required One Original Invoice duly attested by local chamber of Commerce at origin together with COO.

**Note:** Keep two additional Invoices inside the box required by Mattex accounting department for payment record purpose.

Please send the draft copies of documents for our approval before shipment. (Sea shipment: B/L draft also required)

**Port of discharge:** Jeddah, Kingdom of Saudi Arabia. Shipment advice:

- Please send shipment advice, Copies of shipping documents & Courier awb tracking number to Mattex within 3 days after shipment date by email.
- Please send complete set of original shipping documents direct to Mattex Jeddah by any express courier service – Mattex requires Original documents before arrival of shipment to Jeddah port, copy of document with Cargo allowed.

### Instructions from Saudi Customs:

- **In all cases** Name of Country of origin of goods: Is Compulsory required / Mandatory and detailed explanations are as follows:  
*All materials / Spare parts items each should have name of country of origin of goods. This marking should be either engraved / embossed / printed / pressed should be on material / Spare Parts item (removable stickers / labels are not allowed) Note: Items/Parts too small & sensitive (not possible for printing): Sticker / Labels to be fixed on items and also on packets / Boxes declaring name of country of origin of goods. MADE IN \_\_\_\_\_*
- (Invoice in black/white not accepted which looks like photocopy, color photocopy Invoice with scanned signature are not allowed) Invoice & COO to be signed by blue pen instead of black pen. Documents attested by Chamber of Commerce & Industry by Electronically **"Not Accepted"** Documents required manually signed & stamped.
- For raw materials which Chemical combination items, DGR / HZR shipments, we need to get prior approval from Saudi Customs. Then, we scan approval to shipper to proceed the shipment. MSDS (Material Safety Data Sheet) required before shipment to obtain on-line chemical permission from Ministry of Industry and prior approval from Customs permit. Airfreight MAWB (or) Sea-freight B/L required mentioning "Non Restricted Items".
- **SASO Certificate / or authorized International Inspection Office in Origin approved by Saudi Arabia**  
SASO Certificate of Conformity – this mandatory certificate required to all electronics / electrical items, Wi-Fi, sensors, thermal electrical equipment high / low voltage, electrical devices used in textile machinery, rays, hazards electrical etc. Certificate **"Certifying Goods are exported from \_\_\_\_\_ (origin name) have been subjected to laboratory tests and proven to be in compliance with the approved standards in the Kingdom of Saudi Arabia"**.

**Notes -**

1. For any concern or query prior shipment, please contact [shareef.m@mattex.com](mailto:shareef.m@mattex.com); and copy to respective ordering departments. (except FRI/SAT are week-end in Saudi Arabia)
2. Mattex required original shipping documents on/before arrival of shipment to Jeddah port, late dispatched of original documents by supplier/shipper not allowed and all detention, demurrage & port penalties will be charged to supplier in case documents received late

**"In order to ensure that your shipment is in compliance with our country regulations and governmental legislation, please contact our Stores, Procurement or Import Export desk at destination office, we will provide a detailed document full details on procedures/guidelines"**