

Import Cycle															
	Consignee's Factory India	By Road (Transporter)	Duty Payment	Custom Clearance	Place of Delivery, e.g. ICD-A'bad	By Concor	Destination Port - Port of Discharge, (Pipavav/Mundra, India)		By Sea (Vessel)	Origin Port-Port of Loading, (Ningbo, China)		Custom Clearance	By Road (Transporter)	Shipper's Factory China	
	DDP			DDU	C&F, CIF		(CFS)	(Terminal)		(Terminal)	(CFS)			EXW	
EXW	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Shipper	EXW
FOB	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Shipper	Shipper	Shipper	Shipper	FOB
C&F	Consignee	Consignee	Consignee	Consignee	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	C&F
CIF	Consignee	Consignee	Consignee	Consignee	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	CIF
DDU	Consignee	Consignee	Consignee	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	DDU
DDP	Consignee	Consignee	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	DDP

Inco-Terms Responsibility

Import Cycle

Consignee's Dos

Steps	Process # 1: Banking & Finance
1	<p>Once received Proforma Invoice from Shipper, check below points in should be mentioned in Proforma Invoice. If not need to revise P.I.</p> <ol style="list-style-type: none"> 1. Inco-terms i.e. EXW, FOB, C&F, CIF, DDU, DDP 2. Payment terms i.e. Advance, D/A, CAD, LC-At Sight/ Usance 30,45,60,90,120,180,270 days 3. Bank details with swift code & IBAN Number (International Bank Account Number) 4. Generic goods description in P.I. (As per custom tariff / Advance Authorisation) 5. HS Code 6. Last date of Shipment 7. Tolerance percentage in value & quantity 8. Port of Loading 9. Port of Discharge
2	<p>Payment procedure</p> <ol style="list-style-type: none"> 1. Advance Payment : To make advance payment as per bank details in PI. And once payment done, payment swift copy send to shipper. 2. IF Letter of Credit : To proceed to open L/C with determined below remarks. <ol style="list-style-type: none"> 1) 40A: Irrevocable 2) 31D: Date and Place of Expiry 3) 39A: Percentage Credit Amt Tolerance 4) 42C: Drafts at (30,45,60,90,120,180,270 days from B/L date) 5) 43P: Partial Shipments : (Permitted / Prohibited) 6) 43T: Transhipments : (Permitted / Prohibited) 7) 44E: Port of Loading/Airport of Dep. : 8) 44F: Port of Discharge/Airport of Destination: 9) 44B: Place of Final Destination / of Delivery 10) 44C: Latest Date of Shipment 11) 45A: Description of Goods &/or Services 12) 46A: Documents Required 13) 47A: Additional Conditions 14) 49: Confirmation Instructions <p>First bring L/C draft from bank and send to shipper for confirmation. Once shipper approve same then after L/C proceed to transmit</p>
Steps	Process # 2 Logistics - International Freight Forwarding

3	<p>Once supplier intimate to us i.e. consignee, to send inquiry to shipping line / forwarding agent based on below details and finalised nomination...</p> <ol style="list-style-type: none"> 1. Commodity 2. Types of shipment : <ol style="list-style-type: none"> a. By Sea : <ol style="list-style-type: none"> i. FCL (Full Container Load – 20Ft / 40Ft) ii. LCL (Less Container Load – CBM) How to calculate CBM : <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">If dimension in CM</td> <td>Step (i) LXBXH/6000 =Volumetric Weight</td> </tr> <tr> <td></td> <td>Step (ii) V.M. Weight/166.67=C.B.M.</td> </tr> <tr> <td style="padding-right: 20px;">If dimension in Inches</td> <td>Step (i) LXBXH/366.67 =Volumetric Weight</td> </tr> <tr> <td></td> <td>Step (ii) V.M. Weight/166.67=C.B.M.</td> </tr> </table> b. By Air : Kg / Volumetric weight 3. Types of Inco-terms : 4. Supplier's factory/pick up Address : China 5. POL : Ningbo port, china 6. POD : Pipavav/Mundra Port, India 7. Place of Delivery/Destination : ICD-Ahmedabad 8. Transit Time 9. Route (Direct / Via) 10. 14 days Free Container detention if FCL Shipment 11. Other Condition if any <p>Tyes of B/L : RFS - Shipping line issue before shipment sail out & SOB - After shipment sail out Pre-Intimate to S/L if need TALAX, SEAWAY BILL, SURRENDERED - If original B/L not required</p>	If dimension in CM	Step (i) LXBXH/6000 =Volumetric Weight		Step (ii) V.M. Weight/166.67=C.B.M.	If dimension in Inches	Step (i) LXBXH/366.67 =Volumetric Weight		Step (ii) V.M. Weight/166.67=C.B.M.
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4	To take Insurance policy / Insurance certificate / Intimate to Insurance Company								
5	Whenever cargo load in container, consignee should have presence at loading point i.e. shipper's factory and also take third party inspection.								
6	<p>Once shipment/vessel sail out from origin port e.g. Ningbo port, China to destination port e.g. Mundra port, India. During this time consignee should have demand for scan copy of below shipping documents (Not Negotiable copy).</p> <ol style="list-style-type: none"> 1. Commercial Invoice 2. Commercial Packing list 3. Bill of Lading (With mention "14 days free container detention at place of delivery") 4. Certificate of origin (If free date Agreement OR Anti dumping duty exemption benefits avail) 5. Insurance certificate (From Supplier's warehouse to consignee's warehouse against ALL RISK) 6. Test certificate / warranty certificate / MSDS (Material Safety Data Sheet) 7. Other documents – As per L/C 8. GATT Declaration 								
Steps	Process # 3 Custom Clearance & Bank								
7	<p>To send above scan copy (Non Negotible) of shipping documents to CHA (Custom House Agent) with cusom cleance Instruction.</p> <ol style="list-style-type: none"> 1. To send checklist of Bill of Entry (draft) to consignee for verification. And consignee gice confirmation to CHA. And then after CHA file Bill of Entry in custom EDI System (Electronic Data Interchange). 2. Once Bill of Entry file, CHA demand original shipping documents ... (So consignee have to check with his bank about original documents, if bank give confirmation / intimation about original documents then after consignee have to do payment or give acceptance and release original documents. These documents give to CHA. 3. Through the our / consignee CHA, Custom officer proceed to custom cleance of below stages... <ol style="list-style-type: none"> a. Appraisalment <ol style="list-style-type: none"> i. Raised query if any ii. Give reply again query b. Assessment c. Import duty Payment (MEIS, Advance Authorisation, EPCG, IGST pay by Cash only) d. Cargo / Goods Examination 3. OOC (Out of Charge). 								
Steps	Process # 4 Delivery Order and Dispatch								
8	Our CHA handover the original Bill of Lading to shipping line and collect Delivery Order								
9	Based on D.O. & OOC, CHA handover Gate Pass to Transporter and Transporter release cargo/container from ICD/Port								

10	Consignee unload the container and return same in ICD within validation of D.O.
	Government Benefits - DFGT
	<ol style="list-style-type: none"> 1. Advance Authorisation 2. EPCG (Export Promotion Capital Goods) 3. MIES (Merchandise India for Export Scheme)
Steps	Process # 5 Banking & Finance
10	<ol style="list-style-type: none"> 1. Forward Contract 2. Buyer's Credit