



**Bimal Pharma Pvt. Ltd., Mumbai, India**  
**(ISO 9001 : 2015 & AEO T1 Certified Co.)**



**Q)** What is the procedure for placing the order and receiving the cargo at our destination ?  
Pls. inform us the Modus Operandi.

**A)** Thanks, Please note as under.

- The Ordering quantity and the Price shall be fixed through e-mail exchanges from both the sides.
- The Buyers shall send their Official P.O., as per the Fixed Quantity and the Price, confirmed by both the sides.
- We shall acknowledge your P.O. by putting our company seal & signature and send back to you.
- On the basis of your P.O., we shall prepare PI (PFI) (Proforma Invoice), put our company seal & signature and send back to you through the e-mail.
- Kindly send back to us, our PI, duly endorsed by you, by putting your company seal & signature.
- After receiving our endorsed PI, we shall start processing your Order.
- We shall inform you to make the payment, 25% of the Total PI value.
- While making advance 25% payment, kindly confirm your requirements of Documents + Format of Labels and any other Labels required by you.
- We shall confirm the receipt of your payment, 25%.
- After receiving the above advance payment of 25%, the processing of your Order shall be boosted and completed.
- We shall send the final pictures of packed drums and shall request you to make balance 75% payment.
- After receiving the balance 75% payment, we shall make the final packing for shipment and hand over the cargo to your nominated FF in India, if the Order is on "FOB Basis".

If on CIF Basis, we shall inform you the details of our FF and shipping line.

During this period, we shall send the soft copies of all Shipping Documents for your checking and corrections, if required.

- Above payment system is for the Order worth of USD 15,000/- & above.  
(For small orders, payment shall be 100% TT in advance)