

Enclosure – 10 A**Sample List of Documents required to be submitted (in general) by the Vendor for L/C Payment & 'On collection basis' Payments**

(The documents to be forwarded shall also depend on specific project requirements and shall be

- # Set of Original + 2 Copies of signed Invoice showing itemwise prices as per the order.
- # Set of Original + 2 Copies of signed Packing List clearly showing list of items packed.
- # Set of Original + 2 Copies Clean on Board Bill of Lading OR Air Way Bill made in the name of MDL's Bank and Marked as freight to pay.
- # Set of Original + 2 Copies of Certificate of approval OR Release Note from MDL nominated Inspection agency.
- # Certificate of country of origin in Original + 2 Copies.
- # Original + 2 Copies of Warranty Certificate in prescribed format.
- # Performance Bank Guarantee in Original + 2 copies.
- # Original + 2 Copies of all Manufacturer's Test Certificates (MTCs) / Reports, Drawings, Manuals, Procedures etc as relevant to the ordered item.
- # Certificate Confirming that supplier has couriered / dispatched Three sets of Non Negotiable Documents comprising copies of Signed Invoices, Packing Lists, Bill of Lading/AWB, MDL nominated Inspection Agency's 'Certificate of approval cum Release Note', Country of Origin Certificate, Warranty Certificate, Performance Bank Guarantee, directly to MDL. Certificate Confirming that supplier has couriered / dispatched the Documents comprising of all Test reports / MTCs, Technical Documents, Drawings, Manuals, Procedures, Warranty Certificate etc as per Order terms.
- # Original + 2 Copies of the Certificate issued by the classified society confirming seaworthiness of the vessel and that the shipment is made on vessels of not more than 15 years vintage. (Applicable in case of CIF contracts / orders agreed by MDL)
- # Certificate issued by MDL confirming that the delivery is made in time and no penalty is applicable OR incase of delays, admissible amount of penalty will be specified by MDL in this certificate for reduction of equal amount from supplier's invoice. (MDL will issue this certificate generally by FAX immediately on receipt of signed copy of invoice, packing list, approval certificate of the nominated inspection agency, date of the proposed shipment, & copies of B/L or AWB or any other acceptable documents confirming supplier's readiness dispatch).
- # Certificate confirming that the shipping instructions (inclusive of packing) have been followed while packing / shipment and forwarding of details for insurance to MDL.

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In case of supply of Pipes, Tubulars, Plates, or any other steel materials on theoretical weight (Tonnage) basis, following documents should also be furnished;

- Supplier's signed certificate stating that " We hereby guarantee that the goods supplied strictly conformed with description & all technical requirements referred in the order and prices charged are strictly as per the terms of the order and that for shipments on theoretical weight basis no extra lengths are charged".

- Original +2 copies of Manufacture's Material Test Certificates (MTCs) duly endorsed by the Inspection Agency in co-relation with the non erasable markings of Manufacturer's name, heat numbers & Inspection agency's non-erasable stamp/seal on the material.

- Stowing/storage certificate from supplier in following format:
 " We hereby certify that the goods covered by Order No.----- dt----- have been stored/stacked/stowed at the manufacturing plant, loading ports, in transit and on vessels satisfactorily in accordance with the standard practice accepted internationally and also certify that the goods have not undergone any deformation and tolerances are still within the relevant specifications".

- Original + 2 copies of certificate confirming that Thinner plates (i.e. sheets) in thickness between 2 mm to 5 mm have been packed in bundles and strapped at intervals of 1.5 Mtrs. lengthwise to protect from buckling during handling and transit. Each bundle shall have plates of same size and specification and shall not weigh more than 2 tonnes.

All the documents should clearly indicate the Purchaser's Order number, Import License Number, Airway Bill / Bill of Lading Number.
