



## LIMITED LIABILITY COMPANY "RN-BITUM"

Legal Address: 119071, Moscow, Malaya Kaluzhskaya street, 19  
INN: 4014003383 OGRN:1024000764710 TIN 772501001 OKPO: 48355631  
E-MAIL: Rosneft-bitumen@inbox.ru, rn-bitum@rosneft.ru  
 :Rosneft-bitumen@inbox.ru  
TELE: +7 (965)162-96-23, Fax:+ 7499-290906

Issue Date: 25/05/2023  
Expire Date: 25/11/2023  
TO:BUYERS /BUYER'S MANDATE

REF:RN/LC/BM/RU - 0102

### OFFICIAL SOFT CORPORATE OFFER

We "LIMITED LIABILITY COMPANY "RN-BITUM" on behalf of Seller Refineries Company with full corporate and legal responsibility, under Penalty of perjury here by issue this full Co-operate Offer with confirmation that sellers refineries is ready, willing and able to supply the following product according to terms and conditions:

ORIGIN: RUSSIA INCOTERMS Qatar / Romania and Kazakhstan: FOB/CIF  
LOADING PORT: ROTTERDAM / HOUSTON/ VLADIVOSTOK /PRIMORSK.  
PAYMENT TERMS: IRREVOCABLE LC, T/T TELEGRAPHIC TRANSFER, BG OR SBLC, MT103.  
INSPECTION: SGS, CIQ OR SIMILAR.  
COMMISSOIN: BUYER SIDE 50% / SELLER SIDE 50%

### RUSSIAN AVIATION KERROSENE COLONIAL GRADE, 54 JET FUEL, A-1, TS1

Quantity: Minimum: 500,000 BBLs Trial Shipment / Maximum: 3,000,000 BBLs Monthly

CIF Price: \$70.00 GROSS / \$68.00 NET

FOB: 66.00 GROSS / \$64.00 NET

Commission: \$1 / \$1

### RUSSIAN VIRGIN D6 FUEL OIL

Quantity: Minimum: 10,000,000 Gallon Trial Shipment / Maximum: 500,000,000 Gallon Monthly.

CIF Price: \$0.76 GROSS / \$0.72 NET



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FOB: \$0.72 GROSS / \$0.68 NET

Commission: \$0.02 / \$0.02

**RUSSIA ORIGIN DIESEL GAS D2 OIL GOST 305-82**

Quantity: Minimum: 10,000 Metric Tons Trial Shipment / Maximum: 500,000 Metric Tons Monthly.

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

**DIESEL GASOIL D2 (EUROPEAN EN 590 / 10 PPM) GOST R 52368-2005**

Quantity: Minimum 50,000 MT Trial Shipment / Maximum 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

**AUTOMATIVE GAS OIL (AGO)**

Minimum Quantity: 100,000 Metric Tons Monthly, Maximum Quantity: 500,000 Metric Tons Monthly.

Cif: \$290.00 GROSS / \$280.00 NET

FOB: \$280.00 GROSS / \$270.00 NET

Commission: \$5.00 / \$5.00

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### LIQUIDIFIED PETROLEUM GAS [LPG] GOST 20448 – 90, 20448-90-PROPANE AND 50%/70%/30%/40%/60% BUTANE

Quantity: Minimum 50,000 MT Trial Shipment / Maximum 500,000 MT Monthly  
CIF Price: \$315.00 GROSS / \$305.00 NET  
FOB: \$305.00 GROSS / \$295.00 NET  
Commission: \$5.00 / \$5.00

### RUSSIAN MAZUT M100 10585/75

Quantity: Minimum: 50,000 MT Trial Shipment / Maximum: 300,000 MT Monthly.  
CIF Price: \$240 Gross / \$230 Net  
FOB: \$230.00 GROSS / \$220.00 NET  
Commission: \$5 / \$5

### LIQUEFIED NATURAL GAS

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly  
CIF Price: \$315.00 GROSS / \$305.00 NET  
FOB: \$305.00 GROSS / \$295.00 NET  
Commission: \$5.00 / \$5.00


### LCO (LIGHT CYCLE OIL)



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Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

### BITUMEN 60/70

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

### PETCOKE-METCOKE

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly

CIF Price: ~~\$150.00~~ GROSS / ~~\$140.00~~ NET

FOB: \$140.00 GROSS / \$130.00 NET

Commission: \$5.00 / \$5.00

### ULTRA LOW SULFUR

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET



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Commission: \$5.00 / \$5.00

### BASE OIL

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly  
CIF Price: \$315.00 GROSS / \$305.00 NET  
FOB: \$305.00 GROSS / \$295.00 NET  
Commission: \$5.00 / \$5.00

### MAZUT-100 GOST 1058575

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly  
CIF Price: \$315.00 GROSS / \$305.00 NET  
FOB: \$305.00 GROSS / \$295.00 NET  
Commission: \$5.00 / \$5.00

### ESPO BLEND CRUDE OIL

Quantity: Minimum: 500,000 BBLs Trial Shipment / Maximum: 3,000,000 BBLs Monthly  
CIF Price: \$66.00 GROSS / \$64.00 NET  
FOB: \$64.00 GROSS / \$62.00 NET  
Commission: \$1 / \$1





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**REBCO GOST**

Quantity: Minimum: 500,000 BBLs Trial Shipment / Maximum: 3,000,000 BBLs Monthly

CIF Price: \$66.00 GROSS / \$64.00 NET

FOB: \$64.00 GROSS / \$62.00 NET

Commission: \$1 / \$1

**UREA 46 PRILLED & GRANULAR & DAP**

Quantity: Minimum 50,000 MT Trial Shipment / Maximum: 500,000 MT Monthly

CIF Price: \$250.00 GROSS / \$240.00 NET

FOB: \$240.00 GROSS / \$230.00 NET

Commission: \$5.00 / \$5.00

**EURO 4/5 10 PPM) GOST R 52368-2005**

Quantity: Minimum 50,000 MT Trial Shipment / Maximum 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

**GASOLINE 91/93/95 OCTANE**

Quantity: Minimum 50,000 MT Trial Shipment / Maximum 500,000 MT Monthly



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CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

### HSD2 50 PPM

Quantity: Minimum 50,000 MT Trial Shipment / Maximum 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

### FUEL OIL CST-180

Quantity: Minimum 50,000 MT Trial Shipment / Maximum 500,000 MT Monthly

CIF Price: \$315.00 GROSS / \$305.00 NET

FOB: \$305.00 GROSS / \$295.00 NET

Commission: \$5.00 / \$5.00

**Inco Terms:** CIF/FOB

**Discharge Port:** ROTTERDAM / HOUSTON/ VLADIVOSTOK /PRIMORSK

**Payment:** MT103/SBLC/MT760

**COMMISSION FOR MANDATES:** Seller Side 50% / Buyer Side 50%



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### SPOT FOB DIP & PAY PROCEDURE

1. BUYER ISSUES ICPO CONTAINING THE SELLER'S WORKING PROCEDURES WITH BANKING DETAILS AND SCANNED COPY OF BUYER'S PASSPORT ALONG WITH TSA.
2. SELLER ISSUES COMMERCIAL INVOICE OF THE PRODUCT IN TANKS AT THE PORT; BUYER AND BUYER'S LOGISTICS SIGN AND RETURN BACK COMMERCIAL INVOICE TO SELLER WITH BELOW INFORMATION.
3. SELLER ISSUES TO BUYER PPOP LISTED BELOW:
  - A. GPS COORDINATES - TANK STORAGE RECEIPT (TSR) B. INJECTION REPORT
  - C. UNCONDITIONAL DIP TEST AUTHORIZATION LETTER (DTA)
  - D. AUTHORIZATION TO SELL, AND COLLECT (ATSC)
  - E. AUTHORIZATION TO VERIFY (ATV)
  - F. FRESH SGS REPORT IN SELLER'S TANK
4. SELLER ISSUES NCNDA/IMFPA FOR THE FOLLOWING DOCUMENT TO ALL INTERMEDIARIES INVOLVED IN THE TRANSACTION AND TO BUYER FOR SIGNING.
5. BUYER INSPECTS BY SGS AT BUYER'S EXPENSE AND SENDS TSR.
6. UPON SUCCESSFUL DIP TEST IN TANKS, PRODUCT WILL IMMEDIATELY BE INJECTED INTO BUYER'S TANKS. BUYER MAKES PAYMENT FOR THE PRODUCT VIA MT103 AND SELLER TRANSFERS TITLE OWNERSHIP TO BUYER.

### FOB TRANSACTION PROCEDURE

1. BUYER ISSUES ICPO CONTAINING THE SELLER'S WORKING PROCEDURES AND BUYER'S BANKING DETAILS ALONG WITH BUYER'S NOMINATED TSA, COMPANY REGISTRATION CERTIFICATE AND DATA PAGE OF BUYER'S PASSPORT.





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2. SELLER ISSUES COMMERCIAL INVOICE FOR THE PRODUCT IN TANKS AT THE PORT, BUYER SIGNS AND RETURNS COMMERCIAL INVOICE ALONG WITH AN ACCEPTANCE LETTER.
3. SELLER ISSUES A COPY OF FRESH SGS REPORT DIRECT TO BUYER EXECUTED TANK FARM, IN ORDER TO VERIFY PRODUCT.
4. UPON CONFIRMATION OF THE SUCCESSFUL VERIFICATION OF THE SGS REPORT BY BUYER TANK FARM, BUYER'S COMPANY PROVIDES VALID TANK STORAGE RECEIPT FROM ITS LOGISTICS COMPANY. BUYER ALSO ISSUES POF/BCL TO SUPPLIER / SELLER'S COMPANY IN ORDERS TO SCHEDULE THE INJECTION OF FUEL INTO BUYER'S LEASED TANKS.
5. SELLER ISSUES FOLLOWING PPOP DOCUMENTS TO BUYER, BUYER CONDUCTS DIP TEST ON THE PRODUCT OR ACCEPTS THE SELLER'S SGS FOR PRODUCT VERIFICATION, AND MAKES THE PAYMENT FOR THE TOTAL VALUE OF PRODUCT INJECTED INTO THE TANKS THROUGH THE MEANS OF MT103-TT TO THE SELLER.
  - Q&Q REPORT.
  - INJECTION REPORT.
  - UNCONDITIONAL DIP TEST AUTHORIZATION LETTER (DTA).
  - AUTHORIZATION TO SELL & COLLECT (ATSC).
  - FRESH UPDATED SGS REPORT (WITHIN 48HRS).
  - AUTHORIZATION TO VERIFY PHYSICALLY THE PRODUCT IN SELLER'S TANKS (ATV).
6. BUYER PAYS BUYER SIDE INTERMEDIARIES, AND SELLER PAYS SELLER SIDE INTERMEDIARIES INVOLVED IN THE TRANSACTION. SUBSEQUENT MONTHLY SHIPMENTS CONTINUE AS PER TERMS AND CONDITIONS OF THE SALES AND PURCHASE AGREEMENT / CONTRACT BETWEEN THE BUYER AND THE SELLER.

### FOB TRANSACTION PROCEDURE 1

1. UPON ACCEPTANCE OF SELLER'S OFFER, BUYER ISSUES PURCHASE ORDER (ICPO) AND PASSPORT COPY.
2. UPON ACCEPTANCE OF BUYER ICPO, SELLER ISSUES COMMERCIAL INVOICE FOR BUYER'S REVIEW AND SIGNING.



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3. BUYER SIGNS THE COMMERCIAL INVOICE AND RETURNS TO SELLER ALONG WITH THEIR TANK STORAGE AGREEMENT (TSA) .
4. SELLER LODGES THE SIGNED COMMERCIAL INVOICE AND THE APPROVED TANK STORAGE AGREEMENT (TSA) WITH THE (MINISTRY OF ENERGY RUSSIA FEDERATION) .
5. UPON SUCCESSFUL ENDORSEMENT BY THE MINISTRY OF ENERGY, SELLER ISSUES THE POP DOCUMENTS AS SHOWN BELOW:
  - A. DIP TEST AUTHORIZATION (DTA) UNCONDITIONAL
  - B. FRESH SGS REPORT
  - C. Q&Q REPORT
  - D. ULLAGE REPORT
  - E. TANK STORAGE RECEIPT
  - F. TANK INJECTION REPORT
  - G. ATV
  - H. ATSC
6. BUYER INSPECTS PRODUCTS IN SELLER TANKS WITH THE ABOVE DOCUMENTS WITH NO HIDDEN CHARGES .
7. SELLER ISSUES AUTHORIZATION TO TRANSFER FROM SELLER TANK TO BUYER TANK OR VESSEL UPON BUYER'S SATISFACTORY .
8. BUYER MAKES PAYMENT FOR THE PRODUCT VIA MT103 OR MT199 UPON THE COMMENCEMENT OF THE INJECTION OF THE PRODUCTS TO BUYER VESSEL OR TANKS AND SELLER TRANSFERS TITLE OWNERSHIP TO BUYER AND SIGN YEARLY CONTRACT DELIVERY .

### SELLER TANK EXTENSION FOB PROCEDURE

1. UPON ACCEPTANCE OF SELLER'S OFFER, BUYER ISSUES PURCHASE ORDER (ICPO) AND PASSPORT COPY .



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2. THE SELLER ISSUES A COMMERCIAL INVOICE (CI) FOR THE QUANTITY AVAILABLE IN THE ROTTERDAM STORAGE TANK + ICC WARNING LETTER. BUYER WILL SIGN AND RESEND TO THE SELLER WITHIN 24 HOURS.
3. THE SELLER ISSUES PAYMENT INVOICE FOR THE EXTENSION OF SELLER TANK STORAGE, TOGETHER WITH BELOW PPOP DOCUMENTS:
  - ◆ PRODUCT PASSPORT.
  - ◆ SUPPLY COMMITMENT.
  - ◆ PRODUCT AVAILABILITY STATEMENT.
  - ◆ TANK STORAGE RECEIPTS (TSR)
  - ◆ PAYMENT INVOICE FOR SELLER TANK EXTENSION
4. BUYER WILL PAY THE STORAGE EXTENSION WITHIN 48 HOURS AND SEND THE SWIFT COPY OF THE PAYMENT TO THE SELLER AS PROOF.
5. SELLER LEGALIZES THE COMMERCIAL INVOICE AND SENDS THE FINAL APPROVED TO BUYER BY OFFICE E-MAIL, ALONG WITH THE POP DOCUMENTS WHICH INCLUDE:
  - ◆ FRESH SGS NOT OLDER THAN 72 HOURS.
  - ◆ TANK STORAGE RECEIPT (TSR) WITH GPS COORDINATES.
  - ◆ INJECTION REPORT
  - ◆ DIP TEST AUTHORIZATION (DTA)
  - ◆ AUTHORIZATION / SALES AUTHORITY (ATSC)
6. BUYER INSPECTS BY SGS OR INTERTEK, UPON A SUCCESSFUL DIP TEST IN SELLERS' TANKS, THE PRODUCT WILL IMMEDIATELY BE INJECTED INTO BUYER'S TANKS/VESSEL.
7. THE BUYER MAKES FULL PAYMENT FOR THE PRODUCT VIA MT103/TT, FROM THE BANK, TO THE BANK. AFTER CONFIRMING THE PAYMENT BY THE BANK, THE SELLER ISSUES TO THE BUYER, THE TITLE OF OWNERSHIP, ON THE GOODS.
8. SELLER PAYS ALL INTERMEDIARIES INVOLVED IN THE TRANSACTION.



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9. SELLER LEGALIZES THE CONTRACT R&E X 12 MONTHS AND SENDS THE FINAL APPROVED CONTRACT TO BUYER.


### TANK TO VESSEL PROCEDURE

1. BUYER ACCEPTS SELLER WORKING PROCEDURE AND ISSUE ICPO ADDRESSED TO THE SELLER REFINERY.
2. SELLER ISSUES COMMERCIAL INVOICE (CI), BUYER SIGNS AND RETURNS BACK COMMERCIAL INVOICE AND CHARTER PARTY AGREEMENT (CPA).
  - 2.1. TANK TO VESSEL INJECTION AGREEMENT (TTVIA) TO BE SIGNED BY BUYER SHIPPING COMPANY
3. SELLER PROVIDE BUYER WITH THE BELOW LISTED PPOP.
  - A. AUTHORIZATION TO VERIFY (ATV)
  - B. PRODUCT PASSPORT (PRODUCT ANALYSIS REPORT)
  - C. IRREVOCABLE COMMITMENT LETTER TO SUPPLIER
  - D. TANK STORAGE RECEIPT (TSR)
4. SELLER PROVIDES BUYER WITH SGS REPORT, INJECTION REPORT, UNCONDITIONAL DTA.
5. (NCNDA/IMPFA) WILL BE SIGNED, BUYER WITHIN 24 HOURS AFTER SUCCESSFUL DIP TEST IN SELLER TANKS PROVIDE SHIP (Q88) SELLER PROCEED FOR TANK TO VESSEL INJECTION AND PROVIDE BUYER WITH THE INJECTION REPORT OF THE PRODUCT INTO BUYER VESSEL
6. BUYER MAKE PAYMENT FOR TOTAL COST OF PRODUCT INJECTED INTO BUYER VESSEL VIA MT103, SELLER TRANSFER TITLE OWNERSHIP TO BUYER WITH ALL EXPORTATION DOCUMENTS REQUIRED OF BUYER FOR THE TRANSACTION.
7. UPON CONCLUSION OF FIRST LIFT TRANSACTION SELLER PAYS ALL INTERMEDIARIES INVOLVED IN THE TRANSACTION AND PROCEEDS WITH THE SIGNING OF CONTRACT WITH BUYER





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### STANDARD PROCEDURE TANK TAKE OVER (TTO)

1. BUYER ISSUES OFFICIAL ICPO
2. SELLER ISSUES MOU
3. BOTH PARTIES SIGN MOU, COMMERCIAL INVOICE AND MARKET RIGHTS PROTECTION AGREEMENT.
4. UPON THE RECEIPT OF THE COUNTERSIGNED MOU FROM THE BUYER, SELLER EMAILS TO THE BUYER THE LISTED DOCUMENTS
  - A) CERTIFICATE OF ORIGIN) PRODUCT PASSPORT (QUANTITY AND QUALITY DIP TEST ANALYSIS REPORT)
  - C) BILL OF LADING
  - D) VESSEL QUESTIONNAIRE 88
  - E) CARGO MANIFEST) E.T.A (ESTIMATED TIME OF ARRIVAL) OF VESSEL
  - G) VESSEL (N.O.R) NOTICE OF READINESS) INVOICE FOR 5% PAYMENT
5. BUYER CONDUCTS DUE DILIGENCE ON THE AVAILABILITY OF THE PRODUCT INSIDE THE VESSEL AND MAKES PAYMENT OF 5% OF THE MASTER INVOICE VALUE TO THE SELLER FIDUCIARY ACCOUNT VIA MT103 T/T WIRE TRANSFER WITHIN 48 HOURS FOR THE CHANGE OF THE CONSIGNMENT RIGHTS AND TRANSFER OF TITLE OF OWNERSHIP TO BUYER'S NAME.
6. UPON SELLER RECEIPT OF THE PAYMENT OF 5%, SELLER SHALL TRANSFER PRODUCT TITLE TO BUYER'S COMPANY NAME, REISSUES ALL OTHER OUTSTANDING DOCUMENTS TO THE BUYER'S NAME AND SEND VIA SWIFT FROM SELLER'S BANK TO BUYER'S BANK FULL PROOF OF PRODUCT.
7. BUYER CONTACT THE SHIPPING COMPANY TO RE-DIRECT THE ROUTE OF THE VESSEL TANKER TO BUYER'S DESTINATION PORT. UPON ARRIVAL OF THE VESSEL AT BUYER'S DISCHARGE PORT, SELLER ISSUES AN AUTHORIZATION FOR THE BUYER'S REPRESENTATIVES AND INSPECTION TEAM TO BOARD THE VESSEL AND CONDUCT Q&Q INSPECTION.
8. UPON THE SUCCESSFUL INSPECTION, BUYER MAKES PAYMENT FOR THE PRODUCT VIA TT WIRE OR MT103 TO THE SELLER AND TAKES OVER THE VESSEL TANKER.





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9. SELLER AND BUYER SIGNS CONTRACT FOR 12 MONTHS SHIPMENT.

10. BUYER ISSUES THEIR BANK GUARANTEE SBLC MT760/DLC MT700 TO SELLER'S BANK TO GUARANTEE THE MONTHLY SHIPMENTS, SELLER ISSUES 2% PERFORMANCE BOND WITHIN 3 DAYS FOR THE MONTHLY CONTRACT SHIPMENTS.

11. MONTHLY SHIPMENT COMMENCES TO THE BUYER'S DISCHARGE PORT AS STIPULATED IN THE CONTRACT.

NOTE: THE TITLE TAKEOVER PAYMENT WILL BE DEDUCTED WHEN BUYER IS PAYING FOR THE FULL PRODUCT.

### STANDARD PROCEDURE TANK TAKE OVER

1. THE BUYER SUBMIT ICPO ALONG WITH COMPANY PROFILE AND COMPANY REGISTERED CERTIFICATE, AUTHORIZED PERSON PASSPORT COPY AND POF/BCL
2. THE SELLER RETURN SIGN ICPO TO THE BUYER AND ISSUES SPA TO THE BUYER TO VIEW AND RETURN SIGN
3. UPON RECEIPT OF SPA FROM THE BUYER, THE SELLER ISSUES THE CHARTER PARTY AGREEMENT ADDENDUM, ICC WARNING LETTER TO THE BUYER FOR REVIEW AND ENDORSEMENT BY ALL PARTIES.
4. THE SELLER ISSUES POP AND SHIPPING DOCUMENTS LISTED BELOW:
  - A. BILL OF LADING
  - B. VESSEL TANKER DETAILS
  - C. PRODUCT PASSPORT (PRODUCT ANALYSIS REPORT)
  - D. PRODUCT CONFORMITY
  - E. PERFORMA INVOICE
  - F. CARGO MANIFEST



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5A. UPON RECEIPT OF ABOVE DOCUMENTS, THE BUYER MAKES PAYMENT FOR TAKING OVER VESSEL OWNERSHIP BY SIGNING CHARTER PARTY AGREEMENT (CPA) AND TRANSFER OF OWNERSHIP CERTIFICATE OF VESSEL TO BUYER WITH IMMEDIATE EFFECT, AS PER CPA TERMS AND CONDITIONS TO BUYER'S NAME.

5B. THE BUYER WILL RE-ROUTE THE VESSEL TO THE DISCHARGING PORT. 5C. ALL ORIGINAL POP AND RELEVANT SHIPPING DOCUMENTS WILL BE HOLD BACK BY THE VESSEL MASTER AND HAND OVER TO THE BUYER WHEN VESSEL ALONGSIDE AT DISCHARGING PORT AFTER DIP TESTS CONDUCTED.

6. UPON VESSEL ARRIVED AT BUYER'S DISCHARGING PORT, THE SELLER ISSUES ATV, DTA FOR THE BUYER OR BUYER'S REPRESENTATIVE TO BOARD VESSEL TO CONDUCT DIP TEST, AND COST OF DIP TEST TO BE BORNE BY THE BUYER, A COPY OF Q & Q, SGS/CIQ REPORT TO BE SUBMITTED TO THE SELLER FOR VERIFICATION AND ACKNOWLEDGEMENT.

7. UPON SUCCESSFUL DIP TEST AND AS PER TERMS AND CONDITIONS BEING COMPLIED TOO, BUYER MAKES FULL PAYMENT WIRE MT 103/TT WITH IMMEDIATE EFFECT TO THE SELLER'S NOMINATED BANK ACCOUNT.

8. UPON RECEIPT OF FULL PAYMENT FROM THE BUYER, THE SELLER TRANSFERS WITH IMMEDIATE EFFECT THE CARGO TITLE OWNERSHIP TO THE BUYER, INCLUDES ALL ORIGINAL POP AND RELEVANT SHIPPING DOCUMENTS BY THE VESSEL MASTER

9. TRANSACTION COMPLETED AND BOTH PARTIES NEGOTIATE AND FINALIZE FOR ROLLS AND EXTENSION CONTRACT.


### TANKER TAKE OVER PROCEDURE

NON-NEGOTIABLE TRANSACTION PROCEDURES MOU/TTO ON-BOARD CARGO DISCHARGE PORT INCOTERMS 2010. BUYER ACCEPTS QUOTATION AND TERMS ONLY

1. BUYER ISSUE IRREVOCABLE CORPORATE PURCHASE ORDER (ICPO) AND COMPANY PROFILE (CP) TO THE SELLER, WITH RWA LETTER FROM THE BUYER OR BUYER'S BANK, THE OFFICIAL ICPO SHOULD BE NOMINATIVE ADDRESSED TO THE SALES DEPARTMENT OF THE REFINERY.



## LIMITED LIABILITY COMPANY "RN-BITUM"

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2. SELLER ISSUES SALES MOU CONTRACT/COMMERCIAL INVOICE CI, TO THE BUYER AND BUYER SIGN/SEAL AND RETURN THE MOU AGREEMENT CONTRACT / COMMERCIAL INVOICE CI, TO THE SELLER, ALONG WITH THE TSA AND ATV FOR BOD'S ACCEPTANCE AND APPROVAL.
3. UPON SELLER APPROVED, ISSUES TO BUYER;
  - A. BILL OF LADING
  - B. PRODUCT PASSPORT
  - C. FRESH SGS REPORT
  - D. VESSEL TANKER DETAILS
  - E. VESSEL'S Q88
  - F. ULLAGE REPORT
  - G. CERTIFICATE OF ORIGIN.
4. UPON ARRIVAL OF THE PRODUCT CARGO AT THE POTENTIAL BUYER DESTINATION PORT OF DISCHARGE, BUYER CONDUCTS INSPECTION BY SGS ON BUYER'S EXPENSES.
5. BUYER RELEASES PAYMENT TO THE SELLER WITHIN 5 BANKING DAYS AFTER THE SGS/CIQ INSPECTION AT THE DISCHARGING PORT VIA TT/MT103 UPON CONFIRMATION OF THE Q & Q BY SGS/CIQ AT DESTINATION PORT.
6. SELLER PAYS COMMISSION WITHIN 48 HOURS BY SWIFT MT103 TO ALL INTERMEDIARIES AS SIGNED NCNDA/IMPFA.

### COST, INSURANCE AND FREIGHT (CIF) PROCEDURE .

1. BUYER ISSUES ICPO WITH THIS PROCEDURE INCORPORATED ON THE ICPO ALONG WITH BUYER'S COMPANY REGISTRATION CERTIFICATE.
2. SELLER ISSUES SALE & PURCHASE AGREEMENT (SPA), AND ICC WARNING LETTER BUYER REVIEW, AMEND (IF NECESSARY), SIGNS AND RETURN THE SPA IN WORD FORMAT TO SELLER WITHIN 3 BANKING DAYS. SELLER SENDS FINAL SPA TO BUYER IN PDF FORMAT; BUYER CONFIRMS FINAL SPA AND ISSUES LETTER OF ACCEPTANCE OF THE FINAL SPA.



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3. SELLER ISSUES TO BUYER VIA EMAIL THE FOLLOWING TRANSACTION DOCUMENTS:
  - A. COMMITMENT TO SUPPLY
  - B. STATEMENT OF PRODUCT AVAILABILITY
  - C. CERTIFICATE OF ORIGIN)
  - D. PRODUCT PASSPORT
  - E. ATSC, BUYER CONFIRMS THE RECEIPT OF THE DOCUMENTS BY MAIL AND ISSUE CONFIRMATION LETTER WITHIN 24HRS.
4. SELLER MAKES ARRANGEMENT FOR THE CHARTERED FREIGHT WITH A RENOWNED SHIPPING COMPANY FOR THE TRANSPORTATION OF THE PRODUCT TO BUYER DESIGNATED DISCHARGE PORT, BOTH SELLER AND BUYER SIGN THE CHARTER PARTY AGREEMENT (CPA) TOGETHER WITH THE SHIPPING COMPANY (A THREE PARTY CPA) THIS IS APPLICABLE ONLY FOR 1ST SHIPMENT (SELLER & BUYER). PAYS CPA COST 50/50 VIA T/T WIRE TRANSFER DIRECTLY TO THE SHIPPING COMPANY. FEE WOULD LATER BE REFUNDED/ DEDUCTED WHEN BUYER IS PAYING FOR THE TOTAL PRODUCT COST).
5. AFTER COMPLETION OF THE ABOVE, SELLER ISSUES TO BUYER PRODUCT TITLE TRANSFER AGREEMENT, BUYER SIGNS AND RETURNS. SELLER LEGALIZES THE JOINTLY CONTRACT WITH THE AUTHORITIES IN CHARGE AND SENDS TO BUYER THE LEGALIZED CONTRACT, THE CERTIFICATE OF PRODUCT TITLE TRANSFER AND THEN PROCEEDS WITH THE PORT & CUSTOM CLEARANCE OF PRODUCT AND ALL INTERNAL ROUTINES OPERATIONS ACCORDINGLY.
6. UPON COMPLETION OF THE ABOVE AND CONFIRMATION OF THIS EXPORT APPROVAL BY THE AUTHORITY TO SELLER WITH THE ENDORSEMENT OF THE CHARTER PARTY AGREEMENT (CPA) AND THE SHIPPING SCHEDULE BY THE PORT AUTHORITY, TO ENABLE SELLER RELEASE THE BELOW PROOF OF PRODUCT DOCUMENTS:
  - A. LEGALIZED CHARTER PARTY AGREEMENT (CPA) WITH THE LOADING PORT AUTHORITY.
  - B. INJECTION REPORT
  - C. PRODUCT ALLOCATION CERTIFICATE.
  - D. ALLOCATION TITLE TRANSFER CERTIFICATE.
  - E. EXPORT LICENSE





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### F. EXPORT APPROVAL

### G. TANK RECEIPT.

### H. DIP TEST AUTHORIZATION.

7. SELLER ISSUES THE COMMERCIAL INVOICE AND SENDS TO BUYER AND WITHIN 5 WORKING DAYS, BUYER'S BANK ISSUES TO SELLER'S BANK SWIFT OPERATIVE STANDBY LETTER OF CREDIT (SBLC) VIA SWIFT MT760, LETTER OF CREDIT (LC), BANK GUARANTEE (BG) OR DOCUMENTARY LETTER OF CREDIT (DLC) VIA SWIFT MT700 FOR THE ENTIRE 1ST SHIPMENT TOTAL PRODUCT VALUE, AND FOR SELLER TO LODGE AND ACTIVATE A 2% PB (PERFORMANCE BOND/PERFORMANCE GUARANTEE) IN THE FAVOR OF THE BUYER. IF SELLER FAILS TO SUPPLY THE CARGO SHIPMENT OF THE PRODUCT TO THE BUYER THIS 2% PERFORMANCE BOND WILL BE PAID/FORFEITED TO THE BUYER.

8. THE PRODUCT SGS INSPECTION CHARGES WILL BE BORNE BY SELLER AT THE LOADING PORT. SELLER INVITES BUYER FOR VISITATION TO WITNESS THE FINAL INSPECTION AND TTM FOR NEGOTIATION OF FUTURE TRANSACTION (OPTIONAL TO BUYER). SELLER SIGNS NCNDA/IMFPA BETWEEN ALL INTERMEDIARIES INVOLVED WITH THE NOTARIZED COPY SENT TO SELLER'S BANK.

9. LOADING & SHIPMENT OF PRODUCT COMMENCES AS PER SCHEDULE. UPON VESSEL'S ARRIVAL AND FINALIZATION OF SGS AT DESTINATION PORT, BUYER RELEASE PAYMENT VIA SWIFT FUND TRANSFER WITHIN 3 TO 5 BANKING DAYS TO SELLER FOR TOTAL SHIPMENT VALUE AFTER DISCHARGE OF PRODUCT AT DESTINATION PORT AND RECEIPT OF THE ENTIRE RELEVANT SHIPPING AND EXPORT DOCUMENTS. SELLER WITHIN 48 HOURS PAYS THE INTERMEDIARIES INVOLVED ACCORDING TO SIGNED & NOTARIZED IMFPA.

### C.I.F - COST INSURANCE FREIGHT PROCEDURE

1. THE BUYER SENDS THE LOI OR ICPO TO THE SELLER, THE SELLER RESPONDS WITH FCO, THE BUYER SIGNS AND RETURNS.

2. THE SELLER ISSUES DRAFT CONTRACT ADDRESS TO THE BUYER COMPANY.

3. THE BUYER REVIEWS AND SIGNS ON EACH PAGE OF FULL DRAFT CONTRACT AND RETURN IT TO THE SELLER.

3b. SELLER ISSUE PAYMENT INVOICE FOR CONTRACT LEGALIZATION, UPON PAYMENT CONFIRMATION.






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4. SELLER WILL REGISTER AND LEGALIZE THE FULL DRAFT CONTRACT WITH THE RUSSIAN MINISTRY ON BEHALF OF THE BUYER AND SENDS HARD COPIES OF REGISTERED AND LEGALIZED DRAFT CONTRACT ALONG WITH NOTARIZED PARTIAL POP TO THE BUYER OR THE BUYER'S BANK BY COURIER AT THE BUYER'S COST, POP AS STATED BELOW:

~COMMITMENT LETTER TO SUPPLY PRODUCT

~PRODUCT ALLOCATION CERTIFICATE ISSUED BY MINISTRY OF ENERGY

~EXPORT LICENSE ISSUED BY RUSSIAN MINISTRY OF ENERGY.

~CERTIFICATE OF ORIGIN ISSUED BY RUSSIAN CHAMBERS OF COMMERCE.

~SHIPPING COMPANY NOTICE OF READINESS

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~GUARRANTEE LETTER FROM REFINERY

~CONFIRMATION LETTER TO BUYERS BANK

~PRO-FORMA INVOICE

~DLC/ MT700 VERBIAGE OR SBLC/MT760

~NOTORIZED SIGNED CONTRACT

5. UPON RECEIVING CONFIRMATION OF THE PARTIAL POP TO THE BUYER'S BANK, THE BUYER'S BANK SWIFT DOCUMENTARY LETTER OF CREDIT (DLC) OR SBLC/ MT760.

6. AFTER CONFIRMATION OF THE BUYER'S PAYMENT INSTRUMENT, THE SELLER WILL ISSUE TO THE BUYER'S BANK THE FULL SHIPMENT DOCUMENTS / FULL PROOF OF PRODUCT (POP) PLUS 2% PERFORMANCE BOND (PB) VIA SWIFT BANK TO BANK. UPON ACCEPTANCE OF THE BUYER'S PAYMENT INSTRUMENT COVERING THE FIRST TRIAL SHIPMENT BY THE SELLER (DLC) OR SBLC/MT760.

7. THE SGS INSPECTION WILL BE BORNE BY THE SELLER AT THE LOADING SEAPORT AND THE BUYER AT THE DISCHARGE SEAPORT.

8. SHIPMENT COMMENCES AS PER CONTRACT.

9. THE BUYER'S BANK UPON ARRIVAL OF THE CARGO AT THE DISCHARGE PORT, PAYMENT WILL BE MADE FOR ARRIVAL CARGO SHIPMENT BY THE BUYER VIA MT103 100% AFTER SGS INSPECTION AT DISCHARGE PORT.



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10. THE SELLER WILL RELEASE PAYMENTS TO THE INTERMEDIARIES INVOLVED ACCORDING TO IMFPA SIGNED BY ALL THE PARTIES WITHIN 48 HOURS OF RECEIVING PAYMENT OF THE PRODUCT FROM THE BUYER'S BANK, SECOND SHIPMENT PROCEED ACCORDINGLY.

### Authorization Signature

MR . KORNILAEV ALEXEY ALEKSEEVICH

GENERAL DIRECTOR

"LIMITED LIABILITY COMPANY "RN-BITUM"

**NOTICE REGARDING COMMERCIAL LOANS:** All information is strictly confidential and may not be shared with others.  
"LIMITED LIABILITY COMPANY "RN-BITUM" is not a lender.

**WARNING:** If "LIMITED LIABILITY COMPANY "RN-BITUM" Receives any kind of fraudulent document, the issuer will be held legally liable for a federal crime and will be referred to the EFIXBE for criminal investigation and prosecution.

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