

COMMERCIAL OFFER FORM

№	Requirements	Brief information
1.	Full company name, year of foundation, PIN *	
2.	Type of activity *	
3.	Full name of the Manager *	
4.	Goods/services offered for export (including FEACN, articles, technical specifications, etc.).*	
5.	Availability of certificates, permits, licenses, etc. *	
6.	Possibility of warranty and service maintenance abroad	
7.	Countries: - in which the company currently sells goods/services; - potential partner	
8.	Basic prices, discounts and terms of provision	
9.	Scope and terms of delivery (minimum / maximum lot of goods, transportation, storage)	
10.	Terms of sale of products (direct negotiations, tenders, through the exchange)	
11.	Postal address, phone number, website, e-mail, (English-speaking contact person) *	
12.	Additional information, comments	

* required fields.

The approximate form of the commercial offer is made according to the requirements of the Ministry of foreign Affairs of the Republic of Belarus.

Important: the commercial offer is prepared in Russian (when sent to the CIS countries) and corresponding foreign languages (when sent to countries outside the CIS). In case of sending to countries with rare languages - in English.

Gomel branch of the BelCCI will provide services on formation and professional translation into foreign languages (according to tariffs, with the use of a flexible discount system).