

PURCHASE ORDER

PO Number: 4520003020
 Date: 26.12.2018
 Buyer: Edna Marysca Merey Apinda
 Tel No.:
 E-mail: edna.mereyapinda@assalaenergy.com
 Dept. E-mail: GA-CP-Procurement@assalaenergy.com

CONTRACTOR DATA

Vendor Code: 211137
 Name: Fluid Branding Limited
 Address: Trevithick, Brunel Business Park
 St Austell, Cornwall PL25 4TJ

Email:
 Telephone:
 Currency: GBP
 Contract ref:
 Approved Status: Approved on 27.12.2018
 Variation N°: 1
 Urgency:
 Incoterm: EXW Ex Works
 Terms of Payment: 30 Days Net - No Discount
 Header Note:

Order by: Gamba
 Deliver to: GAMBA PLANT

Item	Service Line Item	Material / Service	Description	Qty.	U/M	Delivery Date	Unit Price	Order Value
110		7000000112	Cambridge white Cambridge white	700	EA	23.01.2019	1.75	1,223.36
120		7000000112	Sofia Ballpen Sofia Ballpen	1,000	EA	23.01.2019	2.76	2,764.01
130		7000000112	Stainless steel Thermal Mug Stainless steel Thermal Mug	300	EA	23.01.2019	3.97	1,189.89
140		7000000112	Faversham Laptop Backpack Faversham Laptop Backpack	150	EA	23.01.2019	21.32	3,197.82
150		7000000112	Trend Backpack Trend Backpack	150	EA	23.01.2019	7.68	1,152.71
160		7000000112	Stress Hard Hat Stress Hard Hat	500	EA	23.01.2019	1.30	650.72

Item	Service Line Item	Material / Service	Description	Qty.	U/M	Delivery Date	Unit Price	Order Value
170		7000000112	Bedford Silver Bedford Silver	100	EA	23.01.2019	16.30	1,629.90
180		7000000112	Moleskisne Pocket Classic Hard Cover No Moleskisne Pocket Classic Hard Cover No	100	EA	23.01.2019	17.53	1,752.61
190		7000000112	A5 Lined Notebook Denero With A Pocket A5 Lined Notebook Denero With A Pocket	700	EA	23.01.2019	4.26	2,984.64
200		7000000112	Paa Canvas Bag - Natural Paa Canvas Bag - Natural	250	EA	23.01.2019	4.31	1,078.34

Total discount % on net value	0.00
Total surcharge value	3,405.00
PO value excl. tax	17,624.00
Tax value GBP	0.00
Total PO value incl. tax GBP	17,624.00

SPECIAL HANDLING INFORMATION

110	Paa Canvas Bag - Natural
120	Paa Canvas Bag - Natural
130	Paa Canvas Bag - Natural
140	Paa Canvas Bag - Natural
150	Paa Canvas Bag - Natural
160	Paa Canvas Bag - Natural
170	Paa Canvas Bag - Natural
180	Paa Canvas Bag - Natural
190	Paa Canvas Bag - Natural
200	Paa Canvas Bag - Natural

Please supply the goods specified below on the terms and conditions indicated in this purchase order:

1. Acceptance

Supplier should acknowledge receipt of this Purchase Order **Within 72hrs**. Confirmation must be sent via e-mail to **GA-CP-Procurement@assalaenergy.com** and to the expeditor **O.AllogoMinko@assalaenergy.com**. A copy to be sent to the Buyer referenced on the Purchase Order. Material Purchase Orders are subject to Assala Purchase Order Terms for Goods and Services already in your possession or available from the Buyer referenced on the Purchase Order. The Order expressly limits Supplier's acceptance to the terms of the Order.

2. Delivery an expediting:

This order will be subject to expediting. Supplier is required to provide full up to date delivery information on request.

Supplier should confirm delivery date as stated in this order. Supplier to also advise Assala if a deviation from this indicated delivery date is foreseen. Failure to comply might result in cancellation of this order. All correspondence pertaining to this Purchase Order shall quote the above-mentioned Purchase Order number and shall be addressed to **GA-CP-Procurement@assalaenergy.com**, **O.AllogoMinko@assalaenergy.com** and a copy sent to the Buyer referenced on the Purchase Order. Partial item deliveries are not acceptable unless agreed in writing with the Buyer and such acceptance shall not discharge your obligation to deliver the goods on time.

3. Forwarding instructions

As soon as the material is ready for collection, please contact our freight forwarder SDV/SAGA

For sea freight/fret maritime:

Lija Jarutye
Senior Project Co-ordinator
Bollore Logistics UK Ltd
Chiswick, Greater London. W4 5YA. United Kingdom
T +44 208 849 8427
F +44 208 899 6001
Email: lija.jarutye@SDV.com
Website: <http://www.SDV.com>

For airfreight/fret aerien:

Mickaël BREDEL
Oilfield & Mining Export Operator /
Exploitant Service Pétrole et Mines
BOLLORE LOGISTICS
Zone Cargo 3 - 4/6 rue des Deux Cèdres CS 17354
95706 ROISSY CDG, FRANCE
Tél. : +33 (0)1.49.19.16.04
Email : mickael.bredel@bollore.com

If the total consignment is less than 75kgs by chargeable weight or 0.45m3 by chargeable volume, the goods shall be air freighted, unless otherwise stated in writing by the Head of Procurement, Assala Gabon.

4. Packaging and Marking of packages

It is the Supplier's responsibility to ensure that

- (a) All packages are clearly marked with Assala's Purchase order number
- (b) All contents of packages are clearly marked with Assala's purchase order number, Assala's item number, Assala's material master number, description of the part, manufacturer's part number, quantity, (serial number and drawing numbers, if applicable) and the **Destination plant** must be clearly marked on each separate package. Small items with the same part numbers must be tagged and packed together in a plastic bag or box. The tag shall also be shown on the outside of the bag or box. SAP number should be marked / st encilled on each individual material. Packing shall be encircled with two adjacent bands of red and grey each 25 mm wide.

Please pack and mark as follows:

Supplier : 211137

Recipient : Assala Gabon, BP 146, Port Gentil, Gabon

PO number: 4520003020

Suppliers are advised not to pack different Purchase orders into a single package. Such a package will be treated and charged as one PO by Gabon Customs administration.

Regarding chemicals and dangerous goods each bulk of tank shall be clearly marked with 3 permanent stickers showing

1. PURCHASE ORDER NUMBER
2. TOTAL WEIGHT
3. NAME OF PRODUCT
4. DESTINATION PLANT: GAMBA OR RABI, AWOUN OR PORT GENTIL

All chemical products shall be easily identifiable by means of permanent stickers containing relevant data on handling, disposal, first aid and any appropriate precautions necessary as per the product safety data sheet in accordance with ISO 11014.

Supplier shall supply copies of product safety Data sheet and dangerous goods certificates in accordance with 11014.

In addition, the goods shall be marked and labeled in respect of environmental and health hazards, showing toxicity, flammability, reactivity (and corrosive nature for hazardous materials) all in accordance with Chapter 8 volume 1 (General introduction of the latest edition of the international maritime dangerous good (IMDG) code, i.e. black cross on an orange background of 10X10cm square and a sign stating harmful or hazardous. Supplier shall declare the nature of goods and establish the classification under the appropriate national and international air transport IATA regulations (Reglementation pour le transport des marchandises dangereuses) latest edition. It's Supplier responsibility to ensure that the goods are packed and marked in accordance with the requirements of IMO (International Maritime Organization)

and IMDG and that a declaration for dangerous goods is provided when required. The Supplier shall be held liable for any consequence of its failure to comply with the above marking requirements and transport regulations. Any additional costs incurred by Assala Gabon as a result of Supplier's failure to comply with the requirements of this article shall be recoverable from Supplier.

Importation of kits

Please note concerning importation of kits, Gabon Customs administration do not consider different item lines of a Purchase order to constitute part(s) of a kit. A distinct item line of the Purchase order must represent the entire kit with a unique description and total value of the sum of the part(s) of the kit.

Each component of the kit has to be detailed, and the value of each component has to be stated. Where not possible to state the value of each component of a kit, please ensure all items in the kit are well described, with a total value for the kit.

Supplier shall ensure that the goods are packed in a sturdy case to withstand rough handling. The case shall be interior sealed with a waterproof lining and the goods shall be protected with shock absorbent material.

The packaging must meet the air transportation nimp15 requirements on wood-packaging materials - pallets/boxes, where applicable.

For orders that are to be shipped by seafreight, please ensure that they are crated or packed for stuffing into a container.

Non-compliance may result in delayed identification together with possible return of goods at Supplier's expense for rectification and consequent delay in invoice payment.

In the case of Ex-works supply, Supplier shall ensure that the goods are packed in suitable export packaging as advised by our freight forwarder

5.Documentation

It is compulsory to include a legalized stamped chamber of commerce certificate of origin (required by Gabonese law.)

A certificate of safety to be provided as part of the shipping documents or Material Safety Data Sheet (MSDS) is to be provided as part of the shipping documents, where required.

Any additional required certificates must also be provided.

It is the responsibility of the supplier to ensure that the quotation costs cover all required documentation that conforms to Gabon importation laws. ASSALA shall not entertain any post bid request for price variation resulting from the bidder's failure to comply with this instruction.

Test certificate

Where applicable, test certificate to be supplied in triplicate and attached to the Supplier's consignment note.

Payment of the Supplier's invoice will be conditional upon receipt of this documentation in good order.

One copy of all certificates shall be sent by e-mail to the attention of the buyer, and the original with the material.

Health/safety instructions

The supplier must make sure that any complex material shipment will be sent along with a material conformity certificate/safety data sheet. A copy shall be sent to **GA-CP-Procurement@assalaenergy.com** and the buyer named on this order.

Guidelines for submission of invoices to Assala Gabon

Supplier's invoice is the document used to establish a Customs clearance. Assala Gabon has no control over this document and relies on supplier's good faith and practice during the Customs clearance process. The Quantity invoiced should be the quantity received.

The Purchase Order number must be quoted on each invoice, delivery note and all correspondence submitted against this Purchase Order.

The item numbers on your invoice must be identical to those on the Purchase Order.

Please note that information below is compulsory:

- Sender/ consignée
- Invoice number and date
- Signature and stamp
- Currency
- Shipping terms
- Gross & net weight
- Country of origin,

Information needed per line of items

- A clear description of item (not only technical/material master material master codes)
- HS code
- Quantity ordered
- Unit price
- Total price

Supplier to note that he must invoice according to what has been sent (delivered)

Ex-Works and CFR cases:

Please find hereunder specific information to be specified on each invoice

For Ex-Works sales, the invoice has to specify the total amount, in the sum of the value of each items delivered and then invoiced

For CFR orders, the invoice must state clearly, and be translated in French

Total amount of items ordered, Freight amount to destination

For CIF orders, insurance has to be added to the above amount, and well defined.

The invoice currency must be identical to the currency on the Purchase Order.

The invoice must be supported as applicable by the original of any approved timesheets or documentary evidence which may be required, together with all summaries, calculations and details necessary to support the invoice. The invoice must have a unique identification number.

The invoice must show the country of origin for each item. The invoice/packing list must show the full packing specification including type, number of packages, gross and net weights, dimensions and preservation method used, if applicable.

Only original invoices will be accepted for payment. If the original invoice is lost in transit or mislaid, a certified true copy of such invoice shall be submitted.

Eraser or white ink shall not be used for alteration of the invoice, and invoice(s) amended in this way shall be rejected.

Hard copy of Invoice(s) together with a copy of the Purchase Order must be mailed directly to:

Assala Gabon

BP 2276

Libreville, Gabon

For all enquiries about invoices, payments or any other supplier issues: **ap.queries@assalaenergy.com**

For all supplier statements or other correspondence relating to open invoices: **supplier.statement@assalaenergy.com**

Address from which remittance statements advising suppliers of payments will be sent: **payment.info@assalaenergy.com**

The Invoice billing address which must be stated on the Invoice shall be:

Assala Gabon

BP 2276

Libreville, Gabon

Payment of the Supplier's invoice will be conditional upon receipt of all documentation in good order.

Please note that Assala Gabon's standard contract terms and conditions define payment terms as **60 days after receipt of invoice**.

An electronic copy of the commercial invoice/ packing list and all supporting documentation must be sent to

- The buyer named on the Purchase order
- **GA-CP-Procurement@assalaenergy.com**
- **GA-CP-Transit@assalaenergy.com**
- **O.AllogoMinko@assalaenergy.com**

Failure to consign the goods to purchaser and to raise the documentation as stipulated in this purchase order (naming Assala Gabon as the consignee) shall render the Supplier liable for payment of all additional costs and charges incurred, including but not limited to, all handling, warehousing, rental and transportation charges and customs charges.