



ORIENTAL MOTOR (MALAYSIA) SDN BHD(519348-V)  
GST ID NO : 000012578816  
A-13-1, NORTH POINT OFFICES,  
MID VALLEY CITY,  
1, MEDAN SYED PUTRA UTARA,  
59200 KUALA LUMPUR, MALAYSIA.  
TEL: 03 - 2287 5778 FAX: 03 - 2287 5528

## Terms and Conditions

Dear customer,

Please read this Terms and Conditions carefully before issuing a purchase order to Oriental Motor (Malaysia) Sdn. Bhd. Upon receiving your purchase order, you as the buyer acknowledge that you had read, and do hereby accept the Terms and Conditions stated below.

### Bank Transfer

Kindly contact Oriental Motor (Malaysia) Sdn. Bhd. for our bank details  
Email: sales@orientalmotor.com.my

### Payment Terms

The payment term with Oriental Motor (Malaysia) Sdn. Bhd. will be **Advance Payment (MYR)**.  
After making payment kindly inform us the following details.

- 1) Company name
- 2) Reference details
- 3) Amount

### Delivery terms

Upon payment received, delivery terms will be set as **Local** delivery, no changing of delivery terms to overseas delivery.

### Exact Payment

Please pay the exact amount stated in the quotation, any additional amount received will be **automatically written off**.

### Bank Charges

Oriental Motor (Malaysia) Sdn. Bhd. **will not** bear any bank transaction charges. Please check with your bank before making any transaction to prevent any discrepancies to your purchase order.

### Processing of purchase order

The purchase order will only be processed when full payment is received.

### Additional information indication

Oriental Motor (Malaysia) Sdn. Bhd. **will not provide** additional indication in any form other than our standard labelling details.

### Cancellation of purchase order

Cancellation of purchase order, the buyer has the responsibility to make **full payment** according to the total merchandise value.

### Changing delivery date of purchase order

No changing of delivery date once Oriental Motor (Malaysia) Sdn. Bhd. had arranged the delivery schedule.



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### Replacement of goods

Oriental Motor (Malaysia) Sdn. Bhd. will only make a replacement of goods due to manufacturing defect. For more information, please refer to our local website under **Product Warranty**.

### The requirement of an export permit for all FOB shipments

Please be informed that we require an **export permit** for FOB shipment. By issuing a purchase order to us, you as the buyer have agreed to the FOB incoterms. As such, please ensure that your assigned forwarder will issue the required export permit to us **within 2 weeks** from your shipment date.

In general, your assigned forwarder must apply for the relevant Customs export permits before exporting goods from Singapore. Goods and Services Tax (GST) and duty are not levied on goods exported from Singapore.

In the event that the assigned forwarder failed to issue the export permit within the stipulated time, we as the seller will be required to **bill the Goods and Services Tax (GST) to the buyer**. The value of GST is based on **7%** of the total merchandise value. The existing tax invoice will be **cancelled** and Credit Note together with a **new tax invoice** with the Goods and Services Tax (GST) will be issued.

### AIR WAYBILL (AWB)

Should the buyer prefer to use their forwarder, the buyer has the responsibility to make sure that the details stated on the AIR WAYBILL (AWB) is **same as** Oriental Motor (Malaysia) Sdn. Bhd. (the seller) tax invoice details. Please check with Oriental Motor (Malaysia) Sdn. Bhd. on the pickup information and tax invoice details. Any discrepancy between the AWB and tax invoice details, Oriental Motor Asia Pacific Pte. Ltd. has the rights to stop the delivery of goods.

### Forwarder information

Upon receiving the booking details, the buyer has the responsibility to inform the forwarder's information **within 2 working days**. Otherwise, Oriental Motor (Malaysia) Sdn. Bhd. has the right not attend to any urgent delivery situation.

For more Information, please contact our office 03-22875778, our sales person will assist you from there.

Best wishes,

Oriental Motor (Malaysia) Sdn. Bhd.

This is a computer-generated letter. No signature is required.