

Date: December 12, 2019

**Mr.Dereje Mengesha Beshah**

Passport No.: EQ0002912

Nationality: ETIOPIAN

**Address:**

Ormiya Regio, Bishoftu town,

Wereda 01, house No.2297

Bishoftu, Ethiopia

E-mail : dereje2297@gmail.com

**Subject : "Appointment Letter"**

Reference # ASTON/GPIEL/DJ/LR/01220921/19

Dear Mr.Dereje

We are pleased to inform you that our company GLOBOPIU IMPORT EXPORT LTD has considered you to appoint your good self as an "Authorized Local Representative" of our company in Ethiopia to do the needful coordination with Ethiopian Industrial Inputs Development Enterprise (EIIDE) and ALLE BEJIMLA(Previous Name : Ethiopian Trading Business Corporation, Consumer Products Trade Business Unit) to handle the following responsibilities but not limited to:

**Pre - Tender Responsibilities:**

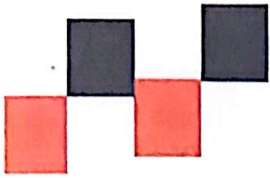
- Notify us the tender circular by email.
- On obtaining confirmation, purchase the original tender documents and forward a scanned copy to us by email.
- Collect the bid security from the local bank.
- Submit the tender along with Authorization Letter.
- Notify us about the tender result on same day. If we are the lowest bidder, bid security remains with buying authority, otherwise it is released back.

Initial : Employer



Page 1 of 4

Initial : Employee



- Collect and email to us the Official Letter of Intent issued by the buying authority if bid is accepted, for the onward preparation to issue the Performance Guarantee.
- Collect the Performance Guarantee (issued by the Principal Seller from their bank in the form of counter guarantee) from the local corresponding bank in Ethiopia and submit to concerned buying authority.
- Inform us the date for contract signing (as notified by the buying authority after receiving the 'Performance Security'.
- Forward a copy of the L/C opened by the buying authority to us.

**Post - Tender Responsibilities:**

- Upon receipt of shipment advise, forward that copy to concerned departments of the buyer.
- Upon receipt of full sets of Non-Nego shipping documents, immediately cross check with the buyer as well as L/C issuing bank to avoid any single document discrepancy & notify principal accordingly for final original documentation.
- 07 (Seven) days prior to vessel arrival, arrange co-ordination meeting involving representatives of delivery agent, C&F, buyer, inspection company and other relevant personnel in order to prefix cargo inspection.
- Follow up with L/C opening bank and ensure to give maturity date/in time payment for the shipped/delivered consignment.
- Follow up Liner Out Discharge Activities with the nominated shipping agent in Djibouti.
- Discharge report on a Daily basis by email.
- Monitor closely with truck load weightment to avoid short landing claims.
- Collect the final discharge certificate from EIIDE & Alle Bejimla and arrange to release the PG.

**Non Circumvention Non Disclosure (NCND):**

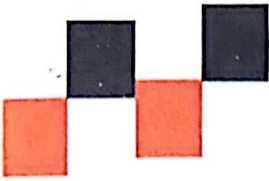
The Authorized Representative hereby confirm his official consents to strictly follow the Non - Circumvention and Non Disclosure Article as stated clearly in ICC Publications

Initial: Employer



Page 2 of 4

Initial : Employee



relating to international trade terms. All information relating to this Letter shall be treated with utmost honour and confidentiality. It is expected that the Authorized Representative shall exercise the highest level of gentility with utmost professionalism and transparency. The Authorized Representative hereby do agree that all legal, financial, commercial and other data and information exchanged, shall be kept confidential and shall not be disclosed to any other bodies in any way, shape or form, without prior consent of our office. The Authorized Representative shall not be involved in neither instigate any bypass or circumvention of the chain of communication and shall immediately decline any approach of such instigations from any third party or entity.

Term: Our appointment will be valid for a period 05 (Five) Years from the date of this letter. This Letter set out the terms of your roles, duties, responsibilities and liability as an Authorized Representative of the company.

Remuneration: After successful closing of each & every transaction, you will be honored with remuneration for your good Services and this will be fixed case to case basis.

The undersigned is pretty confident that with utmost professional sincerity & matured skills you will be able to handle the transaction related co-ordinations with concerned authorities in both Djibouti & Ethiopia & shall ensure the SAFE ENTRY – SAFE EXIT of our principal ASTON AGRO INDUSTRIAL S.A./ ASTON FFI (SUISSE) S.A. – SWITZERLAND.

Welcome to our family.

Thanking yours

*MA*  
*Dec 12, 2019.*  
**Captain (Retd.) Mohd. A. Khaleq**  
Managing Director  
(Authorized Agent for principal supplier  
Aston Agro Industrial S.A/ ASTON FFI (SUISSE) S.A.)

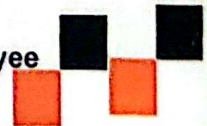


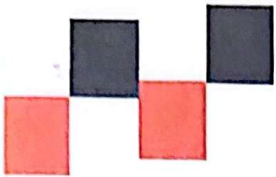
Initial : Employer



Page 3 of 4

Initial : Employee



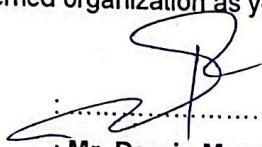


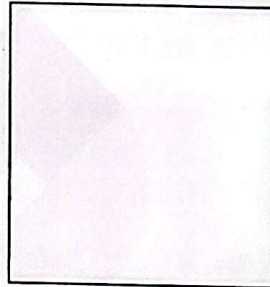
**GLOBO-PIU**  
IMPORT-EXPORT LTD.

WE DEAL WITH COMMODITIES

Acceptance :

I, **Mr.Dereje Mengesha Beshah**, holder of passport # EQ0002912, Nationality : Ethiopian, hereby gladly accept your above stated terms & conditions & it is a great honor for me to be associated with your esteemed organization as your Authorized local representative in Addis Ababa-Ethiopia.

Signature :   
Name : **Mr. Dereje Mengesha Beshah**  
Passport No : EQ0002912  
Nationality : Ethiopian  
Date : December 12, 2019.



  
Initial : Employer



Page 4 of 4

  
Initial : Employee