

December TBD, 2015

Mr/Ms. TBD
TBD

Tel : +
Fax : +
E-mail: @

Subject : Purchase Order (No. KARI-15-XXX)

Dear Mr/Ms. TBD,

Korea Aerospace Research Institute (hereinafter "KARI") hereby places an order with TBD (hereinafter "Contractor") for following items based on the terms and conditions below. Please provide your acknowledgement by fax or e-mail and proceed the work at your earliest convenience.

A. Order Information :

- As per the Quotation No. TBD dated December XX, 2015

No.	Qty	Item (Description)	Price (TBD)	Remarks
1	1	-		
Total Price				

B. Terms of Payment

- Payment Milestone

No.	Milestone	Payment Due Date	Price (Euro)	Percentage (%)
1	Delivery of Item	Delivery of Item +1Month	TBD	100
Total Price			TBD	100

- The payment of Total Price shall be made by wire transfer to a bank account as designated by the Contractor in its invoice within thirty (30) days after inspection and KARI's receipt of invoice.
- All banking charges incurred in Korea shall be borne by KARI, and those charges incurred outside of Korea shall be borne by Contractor.

C. Delivery Rule & Delivery Schedule

- Incoterms (2010): FCA
- Delivery Schedule: within 3 months after receipt of Purchase order
- Forwarder : DHL / 962-253-304

D. Performance Bond

- The Performance Bond amounting to ten percent (10%) of the Total Price should be issued by Contractor in favour of KARI within 2 weeks after the receipt of the Purchase Order. The Performance Bond shall be valid until twelve (12) months after delivery of Item.

E. Documents

- Conformity of Commodity (CoC)

- Certificate of Origin (C/O)
- TBD

F. Warranty Period

- Until one (1) year from the date of final acceptance at Buyer's site

G. Liquidated damages

- Liquidated damages to be applied for late delivery is zero point one five percent (0.15%) of Total Price per day, up to ten percent (10%) of Total Price.

H. Notice (KARI Point of Contact)

Contractual Matters	Technical Matters
Name : Mr. In-Kyu Jeon	Name : Mr. Choong-Hee Park
Tel. : +82-42-860-2766	Tel. : +82-42-860-2985
e-mail : ikjeon@kari.re.kr	e-mail : chpark@kari.re.kr

Thank you in advance for your cooperation.

Sincerely yours,

KARI

P.O acknowledged by :

Name : In-Kyu Jeon
Procurement Team

Name : _____
Date : _____

cc : Mr. Cheol-Jong LEE