


'C' denotes changes in the shipping instruction

Shipping Instruction P&G Baddi Unit 2 - Capital (POs starting with GBP only) & Expense (POs starting with 'A7P - 8000' only)

Please share the pre-alert documents 72 hrs prior to shipment arrival in India with the contact details mentioned below in the Notify party field. As per India customs law, receiving party needs to file the BOE within 24 hours from the time of shipment arrival. Any delay in document submission will lead to heavy penalty for P&G.

Shipping Terms on Invoice	DAP (Delivered at place till ICD TKD New Delhi for Sea shipment) DAP (Delivered at place till Delhi Airport for Air shipment)
Port of Discharge for Sea shipment	MUNDRA / Nhava Sheva - INDIA
Final Destination	ICD- TKD (New Delhi) - INDIA for Sea shipment IGI AIR PORT NEW DELHI for Air shipment (please provide the AF approval for Custom clearance)
Consignee/Ship To	Procter & Gamble Home Products Pvt. Ltd. Unit 2, Plot No.1, Industrial Area Katha, Baddi, Dist. Solan, Himachal Pradesh. PIN: 173 205 India
Bill to	Procter & Gamble Home Products Pvt. Ltd. P&G Plaza, Cardinal Gracias Road Chakala, Andheri East, Mumbai - 4000099 India.
Notify Party on Bill of lading	A.V. Global Corporation Pvt Ltd G2/B-1 Extn., Mohan Co-operative Ind'l Estate, Mathura Road, New Delhi – 1100044 Attn : Pankaj Semalty Tel : +91-11 - 43580703 Fax : +91-11 - 43580706 Email: pankaj.semalty@del.avglobal.in; damugade.tk@pg.com
	E-mail pre-alert with scan shipping docs -pankaj.semalty@del.avglobal.in; damugade.tk@pg.com Send the original document to the Notify Party Add.
Details to be mentioned on Bill of lading/AWB	IEC - 0393058875 GSTIN - 02AAACP4072C1Z3 Importer Email id : damugade.tk@pg.com; wankhede.v@pg.com
Special instructions	All the shipments should be shipped under Cargo Mode only
List of Shipping documents	1. Commercial Invoice - Must be mention on the invoice (PO No , Shipping & Payment term) 2. Packing List (should have details of the Spares, Qty, Part no., Gross weight, Net Weight, Number / Dimension of the packages (item wise weight)) 3. AWB / Bill of Lading / Seaway Bill (Must be mention PO No, Invoice no) 4. Certificate of Origin or mention country of origin on the commercial invoice (Mandatory) 5. BIS (Bureau of Indian Standards) Certificate is mandatory for electrical parts. Manufacturer of the material should be able to provide this document 6. Fumigation Certificate (only if wooden packing is used) 7. Certificate of Analysis 8. Product Discription/ Technical write -up / end use /Catalogue 9. MSDS
In case of an LCL by Sea	i. Ensure Direct Delivery at ICD -TKD Delhi from Origin port & not rework at Nhava Sheva. ii. For LC shipments, bank details will be required on the invoice
In case of capital equipment	Invoice, BL should have Serial number & Part no, which is physically available on Machine or equipment
In case of Free of cost Shipment	In case of Free of Cost (FOC), invoice should mention commercial value with comments "Free of Cost ". This commercial value is needed for custom clearance purpose
SPECIAL INSTRUCTION	SHIPMENT THROUGH COURIER MODE NOT ALLOWED and DDP shipment not allowed
In case of second hand Capital goods	i. Invoice, BL / AWB & Chartered Engineer Certificate should have the Serial number which is physically available on Machine or Spare Part. ii. At least 80% residual life of Original Machine or Spare iii. Chartered Engineer Certificate should have the following detail. a. price of new machinery in the year of manufacturer b. Current CIF price of new machinery if purchased now c. Year of manufacture. d. Sale price of supplier. e. Present condition of machinery. f. Expected life span. g. Current replacement cost h. Refurbishment cost iv. Below is the Circular & Format for CE Certificate. Please ensure to comply with same 
	Please provide the draft Invoice & Chartered Engineer Certificate before dispatch the shipment from origin.
Documentation error	Any detention or demurrages charges suffered by the consignee at the port of discharge as a result of wrong documentation by the shipper will be recovered from the shipper