

Circular to all Members

Ref. No.: PetEx/TRD/2019/004

July 1, 2019

Dear Members,

**Offer Letter Format for Sellers Desirous of Selling Petroleum Products
Through PetEx.**

In terms of the provisions of the General Terms and Conditions of PetEx, the Members of PetEx are notified that any member desirous of selling petroleum products through Petex Trading platform must send an expression of offer for sale of products to PetEx in the format specified and enclosed as Annexure 1.

Members are required to take note of the same and ensure compliance.

For any clarification, the following officials of PetEx can be contacted:

- 1) Mr. Nilesh at +91 99204 94214 or through email at nilesh@petexindia.com
- 2) Mr. Varun at +91 90043 65926 or through email at varun@petexindia.com

For and on behalf of
Petroleum Exchange of India Pvt. Ltd.

The Operations Officer

Encl.: As above

(IN THE LETTER HEAD OF THE SELLER)

OFFER LETTER FORMAT FOR SELLER OFFERING SALE OF PETROLEUM PRODUCTS THROUGH PETEX

Date: DD/MM/YYYY

To,
The Operations Officer,
Petroleum Exchange of India Pvt. Ltd.
1106, Western Edge -II B-Wing,
Off. Western Express Highway,
Borivali East, Mumbai – 400066

Subject: Offer for Sale of _____ MT/KL of _____ (Name of Product) on PetEx Trading platform.

Dear Sir,

We are pleased to offer _____ MT/KL of _____ (Name of product) for sale on the PetEx Platform through PetEx Member ID _____. Please find enclosed the quality specifications of the product which we are offering along with a copy of the quality test report obtained by us from our surveyors / own laboratory. Further, we declare having _____ MT/KL stock of _____ (Name of product) stored at our storage facility / our hired tanking company as on date as under –

Name of Storage Facility –
Tank Number -
Full Postal address –
Name of Contact Person –
Contact Number –
Email ID -

The quantity offered for sale by us through PetEx is valid for a minimum period of _____ days and we unconditionally agree to fulfill the quantity requirements offered by us for sale for the minimum period of _____ days. On completion of the validity period we will notify PetEx immediately with a fresh Offer for Sale. We are completely aware that short selling is strictly prohibited at PetEx and unconditionally agree to abide by the rules specified by PetEx from time to time.

We hereby request you to List the _____ (Name of Product) Contract for sale on PetEx trading platform with an intimation to us at the earliest.

Thanking You,

Yours Faithfully,

Authorised Signatory
(Name / Designation / Company Name)
PetEx member ID:

Enclosed: As Stated Above