

10/08/2017

Ministry of Foreign Affairs, Govt. of Pakistan has forwarded a specimen performa of Trade Dispute Complaint Performa of Trade Dispute Resolution Organisation (TDRO), under Ministry of Commerce, Govt. of Pakistan to the Indian Mission at Islamabad with the request that all trade disputes by Indian firms with Pakistan counterparts may be submitted in the format alongwith the documents listed below at a) to e).

- a) Copy of contract agreement between importer/exporter
- b) Terms and conditions of payment
- c) Complete details of case, indicating reasons of dispute supported with any other relevant documents of the case
- d) Copies of correspondence between the parties
- e) Complete mailing address of both companies along with phone numbers, etc.

The TRDO format is attached herewith. All stakeholders are requested to submit their complaints in the prescribed format to Sh. V K Vidyarthi, General Manager, APEDA at gmvkv@apeda.gov.in



Government of Pakistan
 Ministry of Commerce
 (Trade Dispute Resolution Organization)



Trade Dispute Complaint Performa

1. Name of the complainant (exporter/ importer) _____
 Designation _____
 Address _____
 Phone # _____ Fax # _____ E-mail _____
2. Respondent (exporter/ importer) Name _____
 Address _____
 Phone# _____ Fax# _____ E-mail _____
3. Nature and amount of Complaint _____
4. Date of Receipt of Complaint _____
5. Relevant documents:
 - a) Sales Contract No. _____ date _____
 Contract Value _____
 Description of goods _____
 Terms & Conditions _____
 - b) Terms of Payment / Letter of Credit No. _____
 Date _____ Value _____
 Name of Bank _____
 Terms & Conditions _____
 Any specific obligations _____
 - c) Commercial Invoice No. _____ Date _____
 Terms and Conditions _____
 - d) B/L AWB No. _____ Date _____
 Shipping Co. _____
 FOB VALUE : _____ C&F VALUE : _____

Name & signature of complainant _____

- e) Survey Report by Internationally recognized Inspection Agency:

Name _____
 Address : _____

 Phone # _____ fax: _____ e-mail: _____

By whom authorized (importer/ exporter) : _____
 Findings of inspection firm : _____

- f) Summary of the Dispute by the forwarding organization Trade Officer / TDAP
 Office / Trade Body: _____

g) Any Specific proposals by the complainant:

h) Details of the post Dispute Correspondence to be attached:

i) Brief analyses of the case by the forwarding organization. This section demands that the genuiness of the complaint be verified & confirmed by the Trade Officer/ Trade Body:

Name & Signature of concerned of trade officer / TDAP office/ Trade Body

Section to be filled in by TDRO

Complaint No: _____ Date of Receipt _____

Progress: proposed action to be taken:

Action	Taken:
_____	_____
_____	_____
_____	_____