

Reference No : COM/SEA/R/STC

**Commercial Cargo**  
**Standard Terms & Conditions**  
**Sea Import**



**WESTERN GULF AGENCY**

Clearing & Forwarding

21 Souk Khalid, Airport Road

P.O.Box 5283, Doha – Qatar

Tel: +974-44412881, Fax: +974-44445166

Email: [wga@qatar.net.qa](mailto:wga@qatar.net.qa)

Website: [www.westerngulf.com](http://www.westerngulf.com)



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# 1. FCL Sea Freight - Standard Terms & Conditions

## 1.1 DDP Consignments

- Shipper / Origin station must arrange advance payment towards settlement of duty/taxes/legalisation **and other destination (Doha) charges including our service charges** to us. Western Gulf Agency will not finance towards this duties/taxes/govt / port dues.
- DDP shipment will be attended provided Consignee (importer – should have valid permit all cargo they are importing) must have valid Trade Licence (Commercial Registration in Qatar) fail in which Western Gulf Agency is not responsible for delay / storage / consequences and shipper must be notified towards this compliance.

## 1.2 Documents Required

- ✓ MBL
- ✓ HBL addressed to Consignee

Shipper's Original Invoice & Certificate of Origin - both must be attested by chamber of commerce at origin. **The commercial invoice should have the following information.**

1. Invoice number and Date
2. Qty, unit price, total price
3. Number pkgs, GWT/NWT
4. Currency USD, EURO
5. Country of origin (cargo should reflect "made in "which should embossed)
6. Incoterm C&For FOB
7. Shipper signature & Stamp

Packing/weighing list (invoice number should show)

- ✓ In order to ensure all paper works are perfect, we would strongly recommend that draft copies of Shippers Documents be sent to our office for review & approval.
- ✓ Few commodities are termed as Special commodity including Hazardous-Materials / Computer Parts, Communication or Tele-communication equipment, Food Stuffs, Oil & Gas, Cement, Radio Active, Steel, Flour, Alcohol, Pharmaceutical, Live Plant, Animals/Birds, Diplomatic Shipments, Govt Logistics (Military Shipment), Diplomatic Shipments, Ammunitions, requires special permission & department approval– above quote is not valid for these commodities. Origin must get no objection from Western Gulf Agency prior to booking freight and we cannot assure delivery commitment unless due permission obtained by the consignee.
- ✓ **Food stuff must accompany with Health certificate and which must be attested by Qatar consulate or any Arab consulate.**
- ✓ **Meat must accompany with Health Certificate & slaughter Certificate both must be attested by Qatar consulate or any Arab Consulate.**
- ✓ **All food items must show Date of Production and Expiry which mandatory.**

**Note:** Non original or not attested or A4 printout documents attracts **USD 150.00 OR 1% whichever is high** which will charged against **CIF value** Penalty and will cause delay in shipment clearance.



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## 2. LCL Sea Freight - Standard Terms & Conditions

### 2.1 DDU / DDP Consignments

- ✓ DDP Consignments – Shipper / Origin station must arrange advance payment towards settlement of duty/taxes/legalisation to us. Western Gulf Agency will not finance towards this duties/taxes/govt / port dues.
- ✓ DDP / DDU – shipment will be attended provided Consignee (importer) must have valid Trade Licence (Commercial Registration in Qatar) fail in which Western Gulf Agency is not responsible for delay / storage / consequences and shipper must be notified towards this compliance.

### 2.2 Documents Required

- ✓ Original Shipper's Invoice & Certificate of Origin (both must be attested by Chamber of commerce at Origin).
- ✓ Packing/weighing list – required.  
**Note:** Non original or not attested or A4 printout documents attracts **USD 150.00 OR 1% whichever is high which will charged against CIF value** Penalty and will cause delay in shipment clearance.
- ✓ If any department permission / no objection required – then consignee should organise as this is their responsibility / risk and we cannot do anything.
- ✓ Few commodities are termed as Special commodity including Hazardous-Materials / Computer Parts, Communication or Tele-communication equipment, Food Stuffs, Oil & Gas, Cement, Radio Active, Steel, Flour, Alcohol, Pharmaceutical, Live Plant, Animals/Birds, Diplomatic Shipments, Govt Logistics (Military Shipment), Diplomatic Shipments, Ammunitions, requires special permission & department approval– above quote is not valid for these commodities. Origin must get no objection from Western Gulf Agency prior to booking freight and we cannot assure delivery commitment unless due permission obtained by the consignee.