



Quotation Process

The vendors selected to participate in the bidding process should be registered in the ISLA's Approved List of Vendors. In case a selected vendor is not registered in the Approved List of Vendors, the registration should follow before order placement.

In case of occasional purchases, where future use of this vendor is not foreseen, the registration into the List of Approved Vendors is not mandatory and consequently the material may be purchased without this registration.

All quotes from vendors must be requested through the Materials Department.

In case the supplier is unable to quote, he should issue a decline letter as requested in the RFQ.

Standard payment terms are applicable (30 days net after receipt of goods in good condition and original invoice).

General Incoterms required are Cost Insurance and Freight (CIF) or Delivery Duty Paid (DDP).

In case of not adherence to the request as mentioned in the Request For Quotation (RFQ), the quotation received will not be considered. Unsolicited bids will be returned to vendor.