

天津商务职业学院

国际贸易实务专业 **2014** 届毕业设计

题目： 出口太阳眼镜到保加利亚的业务卷宗

专业班级 国际贸易实务 **1104** 班

学 号

姓 名

指导教师

2014 年 04 月 10 日

天津商务职业学院

国际贸易实务专业 2014 届毕业设计开题报告

学生姓名			国贸 1104	指导教师	
选题	出口太阳眼镜到保加利亚的业务卷宗				
根据学院的教学计划安排，我已完成相应学分的修读，现申请进行毕业设计，具体思路如下： 一、设计背景 大学三年中，主要学习了国贸英语函电、国际贸易实务操作、进出口业务综合实训、业务磋商与谈判、进出口单证实务、行业英语、国际商法、进出口跟单操作等课程。通过这些课程掌握了谈判技巧、国贸函电写作与发电子邮件等技巧、缮制单据的技能。学习了相关专业课程后我知道了单据的完整性与准确性以及及时性对业务是非常重要的，所以制单过程我要做到单单一致、单证一致，并且学会业务谈判与操作等方面的技能。 二、卷宗基本内容 1. 业务背景撰写：出口商简介、进口商简介。 2. 产品基本信息说明：产品名称、适量说明、包装、产品税则说明。 3. 合同洽商阶段：主要包括询盘、发盘、还盘、接受函的撰写。 4. 合同商定阶段：外销合同和信用证。 5. 合同履行阶段：包括主要结汇单据：商业发票、箱单、海运提单、产地证、汇票等 6. 总结报告：包括出口流程介绍及心得体会 三、毕业设计拟采用的方式 Simtrade 软件提供的资料（ ☒ ） 在外贸公司实习中搜集的资料（ ☐ ） 通过网站搜集的资料（ ☐ ） 四、时间安排 1. 2013 年 12 月 10 日前，完成合格的业务背景和卷宗目录。 2. 2014 年 01 月 10 日前，完成合格的合同洽商模块卷宗。 3. 2014 年 02 月 10 日前，完成合格的合同订立模块卷宗。 4. 2014 年 03 月 10 日前，完成合格的合同履行模块卷宗。 5. 2014 年 03 月 18 日前，撰写业务总结，完成毕业设计。					
指导教师意见： 毕业设计思路清晰、明确，选题具有实践意义，卷宗内容包括了出口业务相关文件，涵盖了主要环节，资料较完善，采用方式合理、可行。 签名： 日期：					

业务卷宗目录

序号	内容	页码范围	备注
1	业务背景介绍	4-5 页	
2	1.1 出口商介绍	4 页	
3	1.2 进口商介绍	5 页	
4	2.商品信息	6 页	
5	3.合同洽商阶段	7-10 页	
6	3.1 询盘函	7 页	
7	3.2 发盘函	8 页	
8	3.3 还盘函	9 页	
9	3.4 接受函	10 页	
10	4.合同制订阶段	11-14 页	
11	4.1 售货合同	11-12 页	
12	4.2 信用证	12-13 页	
13	5.合同履行阶段	15-20 页	
14	5.1 商业发票	14 页	
15	5.2 装箱单	14 页	
16	5.3 提单	16 页	
17	5.4 保险单	17 页	
18	5.6 普惠制原产地证明	18 页	
19	5.7 汇票	19 页	
20	设计总结报告	20-25 页	
21	毕业设计指导过程记录表	26-27 页	
22	毕业设计指导教师评审表	28 页	
23	毕业设计答辩评审表	29 页	
24	毕业设计问询评审表	30 页	
25	毕业设计综合成绩评价表	31 页	

1.业务背景介绍

1.1 出口商介绍

公司名称（中文）：天津众信得国际贸易有限公司

公司名称（英文）：Tianjin Zhongxinde International Trading Co., Ltd.

地址（中文）：天津市河西区珠江道 86 号

地址（英文）：No. 86 Zhujiang Road, Hexi District, Tianjin

公司总经理：张国儒（zhangGuoru）

电 话：86022-2254658

传 真：86022-8565655

邮 编： 300000

E-mail:syempire @163.com

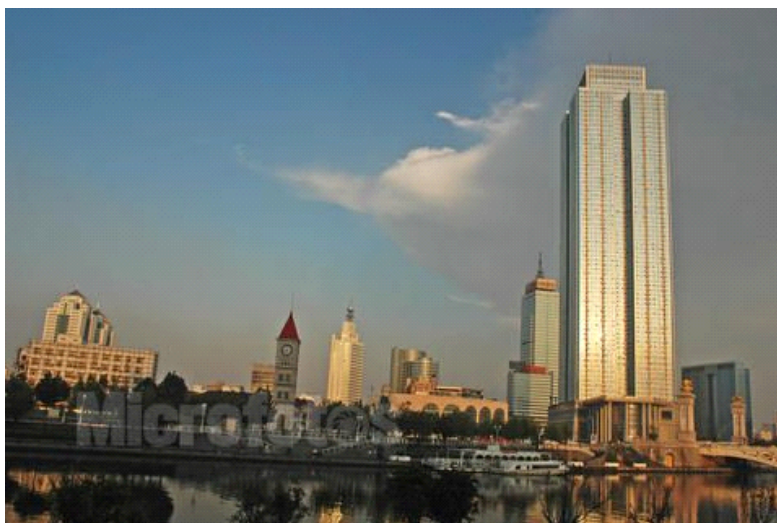
网 址：http://www.zxd.net

公司介绍：（中英文介绍和公司图片）

该公司是一家出口日常生活用具的企业，成立于 1994 年。主要经营太阳眼镜等产品，产品的特点是样式各异、颜色新奇、品质优良、样式众多、受群众欢迎，产品主要销往欧洲等地区。

我公司目前已同世界上一百多个国家和地区八百多家客商建立了良好的贸易合作关系，贸易方式从单一的自营出口业务走向进出口、进料来料加工和国内贸易等多种灵活贸易方式，不但享誉海内外，有的还多次荣获国际金奖。

Established in 1994 Tianjin Zhong Xin De international Trading Co., Ltd. is a manufacturer and trader specialized in the research, development and production of sunglasses . We are located in Tianjin , with convenient transportation access. All of our products comply with international quality standards and are greatly appreciated in a variety of different markets throughout the world.



1.2 进口商介绍

公司名称: Kerry International Trade Co., Ltd.

公司地址: Shakhtar Donetsk 12Road, viteroo Bulgaria

注册资金: 500,000.00EUR

企业法人: AKDK

所属国家: Bulgarian

电话: 25561554

传真: 545456

E-mail:KIT@hotmail.com

网址: WWW. Kerry.COM

公司介绍:

该公司是一家太阳眼镜进出口大型企业, 成立于 2000 年。主要经营太阳眼镜, 产品的特点是样式各异、加工优良、受广大群众欢迎, 产品主要销往欧洲等大部分国家。

This is a sunglasses import and export company, founded in 2000.

Specialized in sunglasses, she is famous of it' s abandon

Style, fine quality.



2. 商品信息

产品编号：19012

中文名称：太阳眼镜

英文名称：Sunglasses

产 地：CHINA

所属类别：眼镜

HS 编码：640315090

销售单位：PAIR

包装单位：CARTON

毛 重： 18 KGS/包装 净 重： 16 KGS/包装 体 积：0.23 CBM/包装

商品图片：



3.合同洽商阶段

3.1 询盘函

From : syempire @163.com

To : KIT@hotmail.com

Subject :Inquiring

Date : 2013-10-1 10:19:32

Dear Sir,

Thanks for your E-Mail.

With reference to your letter, we are glad to learn that you wish to enter into trade relations with us.

At present, we are in the market for sunglasses, and shall be glad to receive your best quotations for this item, with indications of packing, for date of shipment, CIF VARNA.

Your early replay will be appreciated.

Yours sincerely

ZhangGuoru

Tianjin Zhongxin International Trading Co., Ltd.

3.2 发盘函

FROM: syempire @163.com

TO : KIT@hotmail.com

DATE: 2013-10-2 17:29:30

SUBJECT:offer

Dear Sir,

We have received your letter of Apr 05, 2013, asking us to offer the for BAMBOO CURTAIN shipment to VARNAPORT and highly appreciate that you are interested in our products.

Comply with your kindly request, we are pleased to offer our best price as follows:

- 1) MATERIALS: **GLASS**
- 2) MOTHPROOF AND ANTI-ACID
- 3) HIGH RESISTANCE TO HOT AND DRY CONDITIONS
- 4) EASY TO INSTALL AND ADJUST

PACKING: 1PC/PE BAG, 10PCS/CARTON

5. Quantity: 20PCS
6. Price: 10 EUR/PC.
7. Payment: L/C
8. Shipment: Dec
9. Brand: At your option

Our offer remains effective until May 30, 2013

Yours faithfully,

ZhangGuoru

Tianjin Zhongxin International Trading Co., Ltd.

3.3 还盘函

From: KIT@hotmail.com

TO: syempire @163.com

Date : 2013-10-3 16:20

Subject: Counter-offer

Dear Sir,

We have received your e-mail

We thank you for your letter of thanks to provide us with six boxes of bamboo.

In response, we regret to inform you that your price is so high,

Our profit margin will be quite narrow. To strengthen trade, we counteroffer as follows: 10 euros / PC.

As the market is shrinking, we recommend you immediate acceptance.
Please give us a contract, thank you for your cooperation.

Yours

Your friend

ZhangGuoru

Kerry International Trade Co., Ltd.

3.4 接受函

From: KIT@hotmail.com.

TO: syempire @163.com

Date :2013 -10-4 15:29:30

Subject: counter-offer

Dear Sir,

We have received your e-mail

After consideration, we are pleased to confirm the following quote and accept it:

- 1 BAMBOO CURTAIN
- 2 MODEL NUMBER: SDW180
- 3 PACKING:1PC/PE BAG, 10PCS/CARTON
4. Quantity: 60PCS
5. Price: 50.52 EUR/PC CIF VARNA.
6. Payment: L/C
7. Shipment: in Dec, 2013
8. Brand: At your option

I hope we can cooperate happily

Yours,

Your friend:

ZhangGuoru

Tianjin Zhongxin International Trading Co., Ltd.

4. 合同制订阶段 4.1 售货合同

销售合同 SALES CONTRACT			
卖方 SELLER:	Tianjin Zhongxin International Trading Co., Ltd. No. 86 Zhujiang Road, Hexi District, Tianjin	编号 NO.:	wa4746
		日期 DATE:	2013-10-11
		地点 SIGNED IN:	TIANJIN
买方 BUYER:	Kerry International Trade Co., Ltd. Shakhtar Donetsk 12Road, viteroo Bulgaria		
买卖双方同意以下条款达成交易: This contract Is made by and agreed between the BUYER and SELLER , in accordance with the terms and conditions stipulated below.			
1. 品名及规格 Commodity & Specification		2. 数量 Quantity	3. 单价及价格条款 Unit Price & Trade Terms
			4. 金额 Amount
CIF VARNNA			
16008 BAMBOO CURTAIN MODEL NUMBER: SDW180 DIMENSIONS: model 550, 520 PACKING: 1PC/PE BAG, 10PCS/CARTON			
		600PC	EUR25.6
Total:		600PC	EUR25.6
			EUR55296
允许 With	5%	溢短装, 由卖方决定 More or less of shipment allowed at the sellers' option	
5. 总值 Total Value		SAY EUR FIFTY FIVE THOUSAND TWO HUNDRED NINETY SIX ONLY	
6. 包装 Packing		. 1PC/PE BAG, 10PCS/CARTON	
7. 唛头 Shipping Marks		SUNGLASSES VARNA C/NO.1-6 MADE IN CHINA	
8. 装运期及运输方式 Time of Shipment & means of Transportation		TO BE EFFECTED BEFORE THE END OF DEC 2013 WITH PARTIAL SHIPMENT ALLOWED AND TRANSHIPMENT ALLOWED.	
9. 装运港及目的地 Port of Loading & Destination		FROM: TIANJIN TO: Bulgaria	
10. 保险 Insurance		THE SELLER SHALL COVER INSURANCE AGAINST WPA AND CLASH & WAR RISKS FOR 110% OF THE TOTAL INVOICE VALUE AS PER THE RELEVANT OCEAN MARINE CARGO OF P.I.C.C. DATED 1/1/1981.	
11. 付款方式 Terms of Payment		THE BUYER SHALL OPEN THROUGH A BANK ACCEPTABLE TO THE BEFORE DEC 23 2013 VALID FOR NEGOTIATION IN CHINA UNTIL THE 15TH DAY AFTER THE DATE OF SHIPMENT.	
12. 备注 Remarks		THE BUYER ARE REQUESTED TO SIGN AND RETURN ONE COPY OF THIS SALES CONFIRMATION IMMEDIATELY AFTER RECEIPT OF THE SAME.	
The Buyer		The Seller	
Kerry International Trade Co., Ltd.		Tianjin Zhongxin International Trading Co., Ltd.	
AKDK		zhangGuoru	

4.2 信用证

LETTER OF CREDIT	
SEQUENCE OF TOTAL	27: 1 / 1
FORM OF DOC. CREDIT	40 A: IRREVOCABLE
DOC. CREDIT NUMBER	20: STLCN000341
DATE OF ISSUE	31 C: 131118
APPLICABLE RULES	40 E: UCP LATEST VERSION
DATE AND PLACE OF EXP.	31 D: 101118N THE BENEFICIARY'S COUNTRY
APPLICANT	50: Kerry International Trade Co., Ltd. Lazio Road 12,viteroo,Italy
ISSUING BANK	52 A: THE CHARTERED BANK
BENEFICIARY	59: Tianjin Zhongxin International Trading Co., Ltd. No. 86 Zhujiang Road, Hexi District, Tianjin
AMOUNT	32 B: CURRENCY AMOUNT 55296 EUR
AVAILABLE WITH/.BY ...	41 D: ANY BANK IN CHINA, BY NEGOTIATION
DRAFTS AT...	42 C: ***** SIGHT
DRAWEE	42 D: ISSUE BANK
PARTIAL SHIPMENT	43 P: NOT ALLOWED
TRANSSHIPMENT	43 T: NOT ALLOWED
LOADING/DISPATCHING/TAKING	44 A: TIANJIN
FOR TRANSPORT TO...	44 B: Bulgaria
LATEST DATE OF SHIPMENT	44 C: SIGHT
DESCRIPT OF GOODS.	45 A: SUNGLASSES LENS: RESIN LENS FRAME: TITANIUM FRAME. HEADBAND: TORTOISESHELL MATERIAL PACKING: 20 PAIRS / BOX
DOCS REQUIRED	46 A: +SIGNED COMMERCIAL INVOICE IN TRIPLICATE + SIGNED PACKING LIST IN TRIPLICATE +G.S.P. CERTIFICATE OF ORIGIN FORM A +BENEFICIARY'S CERTIFICATE STATING THAT ONE SET OF ORIGINAL SHIPPING DOCUMENTS INCLUDING ORIGINAL "FORM A" HAS BEEN SENT DIRECTLY TO THE APPLICANT AFTER THE SHIPMENT. +INSURANCE POLICY OR CERTIFICATE ENDORSED IN BLANK FOR 110 PCT OF CIF VALUE,COVERING ALL RISK AND WAR RISK +3/3 PLUS ONE COPY OF CLEAN "ON BOARD" OCEAN BILLS OF LADING MADE OUT TO ORDER AND BLANK ENORSED MARKED "FREIGHT PREPAID" AND NOTIFY APPLICANT.
ADDITIONAL CONDITION	47 A: THIRD PARTY AS SHIPPER IS NOT ACCEPTABLE, SHORT FROM/BLANK BACK B/L IS NOT ACCEPTABLE.

DETAILS OF CHARGES	71 B: ALL BANKING CHARGES OUTSIDE BULGARIA FOR BENEFICIARY'S ACCOUNT
PRESENTATION PERIOD	48: DOCUMENTS MUST BE PRESENTED WITHIN 15 DAYS AFTER THE DATE OF ISSUANCE OF THE SHIPPING DOCUMENTS BUT WITHIN THE VALIDITY OF THE CREDIT
CONFIRMATION	49: WITHOUT 78: THE AMOUNT AND DATE OF NEGOTIATION OF EACH DRAFT MUST BE ENDORSED ON THE REVERSE OF THIS CREDIT ALL DOCUMENTS INCLUDING BENEFICIARY'S DRAFTS MUST BE SENT BY COURIER SERVICE DIRECTLY TO US IN ONE LOT. UPON OUR RECEIPT OF THE DRAFTS AND DOCUMENTS WE SHALL MAKE PAYMENT AS INSTRUCTED BY YOU

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