**TRADE DEVELOPMENT AUTHORITY OF PAKISTAN**

**EXPORT ORDER CONFIRMATION FORM**

|  |  |  |
| --- | --- | --- |
|  | Company Name |  |
|  | Company Address |  |
|  | NTN |  |
|  | Name of CEO / Focal Person |  |
|  | Mobile Number of CEO / Focal Person |  |
|  | Email Address of CEO / Focal person |  |
|  | PRODUCT Sector |  |
|  | Number of Purchase orders/LC/Sales order |  |
|  | Documents required to be attached* Purchase Orders AND/ OR
* LCs AND/OR
* Sales orders
 | 1. \_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_
 |
| ***UNDERTAKING:****I HEREBY UNDERTAKE THAT THE INFORMATION SUBMITTED BY THE COMPANY IS TRUE. THE COMPANY WILL BE LIABLE FOR ALL THE LEGAL IMPLICATIONS, IN CASE OF SUBMISSION OF A DEFECTIVE AND/OR FALSE INFORMATION / DISCREPANCY IN THE ABOVE-MENTIONED INFORMATION.* |
| 9 | Signature of the CEO/focal person on behalf of CEO of the company with stamp |  |

**Instructions:**

* As per directives of Federal government, TDAP has been assigned to verify export related documents of industrial units with confirmed export orders during COVID-19 pandemic.
* The NOC/permission to open the factory is under the domain of Provincial Governments, who have already assigned their focal persons for this purpose.
* Exporting Companies may send their export related documents along with dully filled information through email or submit hard copies to the following officers in TDAP offices for the verification from Monday to Friday during office hours (11:am-to 3:pm) and/or to the respective focal persons of Provincial Governments:

**TDAP Head office 5th floor, FTC Building Karachi sindh**

**Mr. Rafeo Bashir**

Senior Director General-Engineering & Minerals Division, Services, Halal New

Opportunity Development Division

Email: rafeo@tdap.gov.pk

**Mr. Abdul Karim Memon**

Director General - Agro & Food Division

Email Address: abdul.karim@tdap.gov.pk

**Mr. Basit Rauf**

Director General- Textile & Leather Division

Email: Basit.Rauf@tdap.gov.pk

**TDAP Islamabad Office**

**Mr. Shahzad Hussain**

Director General – Islamabad

Email: shahzad.rana@tdap.gov.pk

 **Director TDAP Islamabad/Focal Person nominated by Chief Commissioner ICT**

**TDAP Office Punjab**

**Ms. Nudrat Hussain Khan**

Director General – Lahore

Email: Nudrat.Khan@tdap.gov.pk

**Director -Lahore**

**Director – Faisalabad**

**Director - Multan**

**Deputy Director – Sialkot**

**Asst Manager - Gujranwala**

**Other TDAP Offices**

**Director Peshawar**/focal person nominated by Govt. of KPK

**Deputy Director**-TDAP Quetta /focal person nominated by Govt. of Balochistan

**Deputy Director Gilgit** /focal person nominated by Govt. of Gilgit Baltistan

**Assistant Director –** TDAP AJK/Focal Person nominated by AJK Govt