

NOTICE TO VENDORS

IN ADDITION TO THE TERMS AND CONDITIONS IN THE PURCHASE ORDERS, PROVIDE IMAGES OR PICTURES OF THE INDIVIDUAL ITEM OF PARTS/EQUIPMENT DURING DELIVERY TO SEC WAREHOUSE.

INSTRUCTIONS:

- WHEN A REQUEST APPEARS IN THE MATERIALS LIST SHEET AS BELOW:

MEMO TO VENDOR: TWO IMAGES NEED TO BE SUBMITTED IN **CD** AND IN BLACK AND WHITE HARD COPY ALONG WITH THE ITEM DURING DELIVERY TO THE WAREHOUSE. THIS IS A MUST CONDITION FOR ACCEPTANCE OF THE ITEM. OTHERWISE, PAYMENT SHALL NOT BE PROCESSED TILL THE IMAGES ARE SUBMITTED.

YOU HAVE TO DO THE FOLLOWING:

- TWO (2) IMAGES/PICTURES; (1) FOR THE ITEM and (1) FOR READABLE NAMEPLATE.COMPILE THE IMAGES IN A CD AND PROVIDE BLACK AND WHITE HARD COPIES OF THE IMAGES.

" EXAMPLE OF THE IMAGES "



NOTE:

1. **NON-COMPLIANCE OF THE ABOVE WOULD RESULT TO NON-ACCEPTANCE OF YOUR DELIVERIES FOR PAYMENT.**
2. **The NEW INSTRUCTIONS WILL BE AFFECTED ON 01/07/2010.**
3. **FOR MORE :**

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