



RESOURCE · INTAKE FORM

CROSS-BORDER TRADE FACILITATION

Agricultural Commodity Inquiry

A structured intake form to help buyers submit clear, complete, and non-sensitive commercial inquiries for agricultural commodities — covering origin, quality grade, harvest season, packaging, certification, and shipment terms.

DOCUMENT	VERSION
Agricultural Commodity Inquiry Form	2.0
ISSUED	OWNER
July 2026	Rumali Supreme Editorial Team
CLASSIFICATION	SUBMISSION
Public · Buyer-facing	info@rumalisupremegroup.com

"We Build Relationships, Not Barriers."

What's in this form

Nine sections plus a guide, risk notes, disclaimer, and submission reminder. The cover and contents are not part of the form itself — only sections 1–9 are completed by the buyer.

i How to use this form

Complete the sections that apply to your inquiry. Provide as much detail as possible about commodity, quality expectations, grade, crop season, packaging, certificates, destination market, and timeline. Do not submit sensitive documents through public forms or unverified channels — if sensitive review is required, Rumali Supreme Company Ltd will provide verified submission instructions through official company channels.

1

Buyer Contact Details

Company name	
Country and city	
Website or business profile, if available	
Contact person	
Business email	
Phone / WhatsApp	
Buyer type	☐ Importer ☐ Distributor ☐ Processor ☐ Manufacturer ☐ Trader ☐ Retailer ☐ Other

2

Commodity Requirement

Commodity requested	
Preferred origin country or region, if any	
Variety, type, or product form	
Intended use	☐ Resale ☐ Processing ☐ Retail ☐ Manufacturing ☐ Food ingredient ☐ Cosmetic use ☐ Other
Estimated quantity per shipment	
One-time or recurring purchase requirement	☐ One-time ☐ Recurring ☐ Seasonal ☐ Not sure
Trial order required	☐ Yes ☐ No ☐ Not sure
Expected monthly or annual volume, if known	
Preferred shipment window	
Product photo, reference sample, or specification available	☐ Yes ☐ No ☐ Not sure
Commodity notes	

3

Quality & Specification Requirements

Required grade or quality level	
Required size, count, screen size, kernel size, cut size, or form, if applicable	
Moisture content requirement, if known	
Defect tolerance, foreign matter limit, or broken percentage, if known	
Colour, aroma, taste, or appearance requirement	
Processing method required	☐ Raw ☐ Dried ☐ Roasted ☐ Washed ☐ Natural ☐ Refined ☐ Unrefined ☐ Powdered ☐ Other
Shelf-life requirement, if applicable	
Sample required before order	☐ Yes ☐ No ☐ Not sure
Quality inspection or sampling expectation	
Special quality notes	

4

Commodity-Specific Notes

Use this section only where relevant to the commodity being requested. The reference fields below help us match the correct specification, packaging, and supplier.

Commodity type	Buyer should specify
Avocado or fresh produce	Variety, size/count, maturity level, dry matter requirement if known, carton size, cold-chain need, target shipment window.
Coffee	Arabica / Robusta, grade, screen size, processing method, moisture requirement, defect tolerance, cup profile, crop year.
Shea butter or oils	Refined / unrefined, colour, odour, moisture requirement, free fatty acid level if known, packaging, food / cosmetic use.
Nuts, seeds, or kernels	Grade, kernel size, moisture, broken percentage, foreign matter limit, packaging, fumigation requirement if applicable.
Dried herbs, flowers, or powders	Moisture, cut size, colour, purity, foreign matter limit, microbial requirement if applicable, packaging.
Tea or botanical ingredients	Grade, cut / type, origin, moisture, aroma, colour, packaging, organic or food safety requirement if applicable.

5

Harvest Season, Crop Year & Availability

Preferred harvest season	
Crop year or crop season required, if applicable	
Fresh harvest, current stock, or future harvest preferred	☐ Fresh harvest ☐ Current stock ☐ Future harvest ☐ Not sure
Buyer can accept mixed crop seasons	☐ Yes ☐ No ☐ Not sure
Earliest acceptable shipment date	
Latest acceptable shipment date	
Seasonal availability concerns	

6

Packaging & Handling Requirements

Preferred packaging format	☐ Bulk bags ☐ Jute bags ☐ PP bags ☐ Cartons ☐ Vacuum-sealed bags ☐ Tins ☐ Drums ☐ Buckets ☐ Other
Packaging unit size	
Private label or buyer label required	☐ Yes ☐ No ☐ Not sure
Labelling language requirement	
Carton marks or shipping marks required	☐ Yes ☐ No ☐ Not sure
Cold-chain required	☐ Yes ☐ No ☐ Not sure
Temperature or storage condition required	☐ Ambient ☐ Cool storage ☐ Frozen ☐ Dry storage ☐ Other
Special handling requirement	
Packaging notes	

7

Certification, Inspection & Documentation

Buyers should state certification and import requirements early. This helps avoid delays, border rejection, incorrect supplier matching, or sourcing products that do not meet the destination market's rules.

Destination market import requirements confirmed by buyer	☐ Yes ☐ No ☐ Not sure
Phytosanitary certificate required	☐ Yes ☐ No ☐ Not sure ☐ Not applicable
Certificate of origin required	☐ Yes ☐ No ☐ Not sure
Quality certificate or COA required	☐ Yes ☐ No ☐ Not sure
Organic certificate required	☐ Yes ☐ No ☐ Not sure ☐ Not applicable
HACCP / ISO 22000 / FSSC 22000 required	☐ Yes ☐ No ☐ Not sure ☐ Not applicable
Health certificate required	☐ Yes ☐ No ☐ Not sure ☐ Not applicable
Fumigation certificate required	☐ Yes ☐ No ☐ Not sure ☐ Not applicable
Lab test report required	☐ Yes ☐ No ☐ Not sure
Residue, microbial, heavy metal, or aflatoxin testing required	☐ Yes ☐ No ☐ Not sure ☐ Not applicable
Buyer import permit required in destination country	☐ Yes ☐ No ☐ Not sure
Inspection before shipment required	☐ Yes ☐ No ☐ Not sure
Additional documentation required	

8	Destination & Commercial Terms
Destination country	
Destination city	
Destination port or airport	
Preferred shipping mode	☐ Sea freight ☐ Air freight ☐ Courier ☐ Road ☐ Rail ☐ Not sure
Preferred Incoterms, if known	☐ EXW ☐ FOB ☐ CFR ☐ CIF ☐ DDP ☐ Not sure
Target delivery timeline	
Expected quotation deadline	
Preferred quotation format	☐ Unit price only ☐ FOB price ☐ CIF price ☐ Full landed estimate ☐ Not sure
General payment method preference, if known	☐ Bank transfer ☐ Letter of credit ☐ Escrow ☐ Not sure ☐ Other
Additional commercial notes	

9

Inquiry Summary & Next Action Requested

Brief inquiry summary	
Most important quality requirement	
Most important documentation requirement	
Main concern or risk to address	
Information already available	
Information still missing	
Next action requested from Rumali Supreme	☐ Review inquiry ☐ Check availability ☐ Request quotation ☐ Source supplier ☐ Arrange sample ☐ Review documents ☐ Coordinate inspection ☐ Other
Preferred response timeline	
Additional notes	

i GUIDE · STRONG AGRICULTURAL INQUIRIES

1. What commodity do you need?
2. Which origin, variety, grade, or product form do you prefer?
3. What quantity do you need per shipment, and will this be recurring?
4. Do you need a specific harvest season, crop year, or current stock?
5. What moisture, quality, defect, size, colour, aroma, or processing requirements matter?
6. What packaging format and unit size do you need?
7. Does the product require cold-chain, dry storage, or special handling?
8. Which certificates, test reports, or import documents are required?
9. What destination country, port, Incoterms, and shipment timeline should be considered?
10. Do you need samples, inspection, document review, or availability confirmation?

Risk & Compliance Notes

! Risk & Compliance Notes

- Agricultural commodity availability, quality, price, and documentation depend on origin, harvest season, crop year, supplier readiness, inspection results, export rules, and destination-market requirements.
- Phytosanitary, quality, origin, customs, food safety, organic, health, fumigation, and lab testing requirements may vary by commodity and destination country.
- Buyer requirements should be stated before supplier outreach whenever possible. Late changes to grade, moisture, packaging, certification, or destination-market requirements may affect pricing, availability, lead time, and supplier eligibility.
- Inspection, sampling, test reports, or certificates reduce risk, but they do not guarantee final customs clearance, buyer acceptance, product performance, or transaction outcome.
- Independent review is recommended where legal, customs, food safety, certification, or destination-market compliance requirements apply.

DISCLAIMER

Submitting this form does not create a binding offer, allocation, reservation, guarantee of supply, price confirmation, shipment booking, supplier approval, certification approval, or transaction approval. Rumali Supreme Company Ltd may request additional information through verified company channels before progressing any commercial discussion. Agricultural exports may require phytosanitary, quality, origin, customs, food safety, lab testing, inspection, certification, and destination-market review. Buyers are responsible for confirming import requirements in the destination country before committing to a transaction. Rumali Supreme Company Ltd may provide sourcing, coordination, documentation, inspection, or review support under separate written engagement where applicable, but does not guarantee product availability, crop quality, supplier performance, export approval, destination-market clearance, pricing, delivery, or transaction outcome.

→ Submission Reminder

Please submit completed agricultural commodity inquiries through the official Rumali Supreme Company Ltd Contact page, official company email, or WhatsApp number listed on the website contact section. Always verify official channels before sending documents, funds, payment instructions, or sensitive information.

Rumali Supreme Company Ltd

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www.rumalisupremegroup.com · Verify official channels before sending documents or funds.