

**GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE  
NATIONAL TARIFF COMMISSION**

**ANTIDUMPING  
IMPORTER'S  
QUESTIONNAIRE**

Product: \_\_\_\_\_

Country of Exportation: \_\_\_\_\_

Period of Investigation: \_\_\_\_\_

Official in Charge: \_\_\_\_\_

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**Note:**

*The respondent must ensure that:*

*~~the~~ the information required to be kept confidential is marked as such and non-confidential summary of the confidential information is provided to place it in the public file. (Section 31 of Anti-dumping Duties Ordinance 2000)*

*~~the~~ the information given meets the requirement of the questionnaire . In case any information could not be provided, the efforts made to obtain such information should be mentioned.*

*~~data~~ data required in the questionnaire should be provided for two years prior to date (mentioned in covering letter) when dumping started till date of submission of the application.*

*~~the~~ the declaration is completed & signed.*

## **General Instructions**

This questionnaire is designed to obtain information, the Commission deems necessary for its investigation in the subject case.

It is in your interest to reply as accurately and completely as possible and to attach all the supporting documents as requested. If the required information is not communicated to the Commission within the time limit specified, the Commission is authorized to make preliminary determination or final determination on the basis of information available in accordance with the section 32 (1) of the Anti-dumping Duties Ordinance 2000. If you do not cooperate with the Commission, it may use information adverse to your interest.

If you have any query about questionnaire you should contact the Commission in writing within 15 days of receipt of the questionnaire.

You should follow the following instructions:

- 1) A covering letter to your response should describe your business, including a brief history of when it was established and its main lines of activity. The letter should include a table of contents of your response. You may also express any views, opinions or other information you feel, will be helpful to the Commission in reaching its determinations concerning alleged dumping and consequent material injury.
- 2) Answers to the questions must follow the respective format given in the questionnaire. In your response please repeat the questions, followed by your answers. The Commission, upon request, will provide you with an electronic version of this questionnaire to make preparing your response more efficient. Please ensure our answers are as full and complete as possible to enable the Commission to understand them. You may, if desired, answer question, which require a large amount of discussion in a separately numbered attachment to the questionnaire. Your response should be in two paper versions.

## Importer's Questionnaire

- 3) All worksheets and documents compiled to answer the questionnaire in particular those linking the information supplied with management record and audited or unaudited accounts must be retained for inspection.
- 4) The pages of the answer to the questionnaire should be consecutively numbered. Appendices should have their own numbering system which includes the number of the appendix and page number, (e.g 3-1, 3-2. etc.) If any of your answers to the question require an attachment, for example a copy of an agreement, the attachment should be identified by the question to which it responds, and page number. For example, a copy of an agreement to share advertising expenses in Pakistan in response to question 4.6 would be attachment 4.6 with consecutively numbered pages, 4.6/1, 4.6/2, etc. This will allow the Commission staff to readily relate the attachments to the response and refer to them in their written analysis of the investigation.

**DECLARATION**

I hereby declare that -----(name of company) is an importer of the investigated product. I certify that I have completed the questionnaire and the information provided is complete and correct to the best of my knowledge and belief.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title/ Position: \_\_\_\_\_

Date: \_\_\_\_\_

I hereby declare that ----- (name of company) is not importer the of the investigated product and therefore I have not completed attached questionnaire.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title/ Position: \_\_\_\_\_

Date: \_\_\_\_\_

## PART 1

### IMPORTER'S IDENTIFICATION

#### 1.1

- a) Identification of importer
  - i) Name:
  - ii) Legal status: *(a company or partnership or sole proprietorship)*
  - iii) Address:
  - iv) Telephone No:
  - v) Fax No:
  - vi) E-mail Address:
  
- b) Particulars of the importer's authorized officer to deal with the case.
  - i) Name:
  - ii) Designation:
  - iii) Address:
  - iv) Telephone No:
  - v) Fax No:
  - vi) E-mail address:

## PART 2

### EXPORTER'S/ SUPPLIER'S IDENTIFICATION

2.1 Provide following information of all those exporter(s)/ supplier(s) from whom you have imported the investigated product for last three years.

Name	Country	Address	Tel & Fax	E-mail	Contact Person

2.2 If any of your supplier(s) is/ are not the manufacturer of the investigated product then provide following information about manufacturer(s)/ producer(s).

Name	Country	Address	Tel & Fax	E-mail	Contact Person

### **PART 3**

#### **PRODUCT IDENTIFICATION**

The purpose of this section is a comparison of the product under consideration, which is imported in Pakistan, and the like product produced by the domestic industry of Pakistan.

*Like Product: It is a product, which is alike in all respects to the investigated product and in the absence of such a product, another product that, although not alike in all respects, has characteristics closely resembling those of the investigated product.*

##### 3.1 Description of the Imported Product:

- i) Complete description of the imported product:
- ii) Harmonized Code:
- iii) Specific grade/ type/ model:
- iv) Major uses:

3.2 A complete description of the like product produced in Pakistan, as supplied by the applicant(s), is given in the accompanying letter. If there are any differences between the product being imported and product produced in Pakistan then please describe them in detail.

3.3 Any other comments about information given above that can assist the Commission to understand the nature of the investigated product and domestic like product.

### **PART 4**

#### **EXPORT PRICE**

Export Price is the price paid or payable for the investigated product when sold for export to Pakistan.

4.1 Provide the volume and value of the shipments of the subject product from each exporter in Appendix No.1.

4.2 In respect of each consignment given in Appendix No. 1, provide the details of costs/ expenses up to point of first resale in Pakistan, to a consumer/ buyer, which is neither, related to your company nor the exporter in Appendix No. 2. Also indicate separately, if

## Importer's Questionnaire

any other company, which is not related to you, has also borne or shared the expenses. Describe fully the arrangements you have with your suppliers for their payment or sharing of their costs. Please provide a copy of the agreements that govern them.

4.3 Explain the terms and conditions governing sales of the investigated product to your customers in Pakistan including selling price (provide relevant price lists) and discounts. The information may be given in Appendix No. 3.

4.4 Indicate the level of trade at which your firm operates in Pakistan and outline your method/ system of marketing & distribution. The level of trade is distinguished place in the chain of distribution occupied by that your firm. (e.g. manufacturer, wholesaler, industrial user or retailer)

4.5 Is there any third party, such as purchasing, buying or selling agents involved in any way in the transaction between your company & your supplier? If so, please provide following information about them.

<b>Name</b>	<b>Country</b>	<b>Address</b>	<b>Tel &amp; Fax</b>	<b>E-mail</b>	<b>Commission or Salary</b>

4.6 Are there any allowances, such as those of an advertising or promotional nature, between your firm and your supplier that are not specifically outlined on the commercial or customs invoices covering your purchases of the product in question, if so, please discuss.

4.7 Does your firm have any relationship, association or corporate affiliations with your supplier? If it is so, then explain in details of any financial arrangements or commercial benefits accruing to either your firm or your suppliers as a result of the sale transaction, that is, commission, special discounts/ rebates, drawback, profit sharing arrangement, reimbursement of any duties or taxes etc. Do you purchase the product from your supplier for sale for your account or do you sell for the account of the supplier (e. g, are you a trader or a consignment agent)? Please provide a copy of any written agreement or contract between you and your supplier that governs your business relationship as a numbered attachment to the response.

4.8 If your supplier is related to you, can you demonstrate whether his prices to you are the equivalent of arm's length prices, i.e. the same as prices for the same goods at the same terms of delivery and sale that exist between unrelated parties? What adjustments have been made and on what basis?

4.9 Any comments about information given above which may help the Commission to understand it better.



**APPENDIX NO 1**

**PURCHASES FROM SUPPLIERS**

S. NO	Description of Product	Model/ Type/ Grade	Packing Size	Country of Export	Name of Exporter	Exporter Invoice No.	Exporter Invoice Date	Date of Shipment to Pakistan	Port of Entry	Bill of Entry Number	Terms of Sale (C&F, CIF or FOB)	Unit of Measurement	Quantity	Unit Purchase Price	Total Invoice Value

**Note:** 1) *Provide the information separately for each consignment.*

2) *Provide the above information for the period of investigation and the two prior years. If you are unable to provide it on a sales specific basis, please contact the official in charge to discuss alternate forms of reporting.*

**APPENDIX NO 2**

**COST OF THE IMPORTED PRODUCT**

1	2	3	4	5	6	7 =2+ 6	8	9	10	11	12 =7+11	13	14	15	16	17 =12+ 13+14+ 15 +16	18	19	20	21	22	23	24 =17+ 18+19 +20+ 21+22 +23	25	26 =24 +25
Serial No. of Appendix No. 1	Ex-Factory Price	Inland expenses from ex-factory to port of embarkation				FOB Price	Expenses from port of embarkation to port of Importation in Pakistan				C&F or CIF Price Currency in which LC has been established)	Taxes and Duties	Port handling Charges	Inland Transportation	Any other expenses (details)	Cost at the Go down	Warehousing	Labor overheads	Other material (if any)	Packing	Administrative/ selling/ Distributive expenses	Financial expenses	Total Costs	Net Profit	Sales Price
		Transportation	Insurance	Others (specify)			Freight	Insurance	Others (specify)	Total															
		In FE	In Rs																						

**Note:**

- i) *All information given above should be in terms of total quantity invoiced and as far as possible should be supported by documentary evidence.*
- ii) *There is a possibility that an importer may not be aware of the part of the information in the above table. In such a case he should answer from the point he is aware of.*
- iii) *Provide the information above for the period of investigation.*

**APPENDIX NO 3**

**SALES IN PAKISTAN**

Customer Order No.	Date of Sale	Customer Name	Invoice No.	Destination	Terms & conditions of Sale	Quantity	Unit Selling Price		Sales Value	Discounts/ Expenses benefited or borne by the purchaser
							Inclusive of Sales Tax	Exclusive of Sales Tax		

***Note:*** Provide the above information for the period of investigation and the two prior years. If you are unable to provide it on a sales specific basis, please contact the official in charge to discuss alternate forms of reporting.