



## SOURCING & TRADE PROCESS

*A Structured Path from Requirement to Commercial Opportunity*

This document presents the operating framework used by Africa Global Trade Link Ltd to manage sourcing, trade opportunities, commercial introductions and early-stage transaction facilitation across international markets.

Designed to support buyers, sellers, suppliers, manufacturers and strategic partners, the process emphasizes clarity of requirements, preliminary screening, commercial matching, transparent communication and responsible business practices.

**WE CONNECT. WE SOURCE. WE FACILITATE. WE CREATE OPPORTUNITIES.**

Rwanda | Africa ↔ Global Markets  
International Trade • Sourcing • Brokerage • Business Facilitation • Market Access

SECTION 1 — PROCESS OVERVIEW

1. Process Overview

A disciplined workflow designed to reduce uncertainty and accelerate qualified opportunities.

GUIDING PRINCIPLE

The objective is not simply to generate contacts. It is to create a structured pathway toward credible and relevant commercial opportunities — while keeping each party responsible for its own commercial decisions and transaction-level verification.

SECTION 2 — DETAILED WORKFLOW

2. Detailed Sourcing & Trade Workflow

| A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|
|---|---|---|---|---|---|---|---|

**A Client Mandate / Inquiry** — Receive a clear request or commercial mandate; define scope, product or service, specifications, quantity, quality, target price or budget, destination, timeline and preferred counterparties.

**B Opportunity Mapping** — Map relevant markets and potential supply or demand channels, using sector networks and commercial intelligence to identify possible sources or buyers.

**C Information Collection** — Request available product information, technical specifications, company details, commercial terms and supporting documentation appropriate to the stage of discussion.

**D Preliminary Screening** — Conduct a practical initial review based on available information — assessing basic alignment, apparent capability, documentation readiness and commercial relevance.

**E Shortlisting & Matching** — Prepare a shortlist of potentially suitable opportunities, comparing commercial needs, technical requirements, logistics and market expectations.

**F Controlled Introduction** — Introduce qualified parties, subject to the agreed role and mandate, facilitating initial communication while maintaining confidentiality and professional conduct.

**G Commercial Engagement** — Support early-stage exchange of information and clarification of requirements; where applicable, help structure next steps and meeting agendas.

**H Independent Transaction Execution** — The buyer and seller, or other counterparties, conduct their own due diligence, negotiation, contracting, payment, logistics and transaction execution, unless otherwise agreed in writing.

Typical Information Requested

|                                                        |                                                          |
|--------------------------------------------------------|----------------------------------------------------------|
| <b>COMMERCIAL</b><br>Product / quantity / target terms | <b>TECHNICAL</b><br>Specifications / quality / standards |
| <b>CORPORATE</b><br>Registration / authorized contact  | <b>COMPLIANCE</b><br>Origin / licences / certificates    |

SECTION 3 — QUALITY, RISK & COMMERCIAL CONTROL

3. Quality, Risk & Commercial Control

A strong sourcing and trade process requires more than identifying a potential counterparty. It requires disciplined communication, appropriate documentation and clear separation of responsibilities.

Role Clarity

Africa Global Trade Link Ltd may act as a sourcing, brokerage, market access or business facilitation partner depending on the applicable written agreement or commercial mandate. The precise role, scope and fee arrangement should be confirmed before substantive transaction execution.

Risk & Quality Controls

|                                                                                                                                                                             |                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Requirement Accuracy</b></p> <p>Confirm that the commercial request is sufficiently defined before extensive market outreach begins.</p>                              | <p><b>Counterparty Relevance</b></p> <p>Prioritize opportunities aligned with the client's sector, geography, capacity and stated requirements.</p>                                              |
| <p><b>Documentation Readiness</b></p> <p>Where appropriate, request available corporate, product, technical and compliance documentation before progressing.</p>            | <p><b>Confidentiality</b></p> <p>Protect commercially sensitive information and share it only on a need-to-know basis, per agreed arrangements.</p>                                              |
| <p><b>Compliance Awareness</b></p> <p>Transactions remain subject to applicable laws, licensing, sanctions screening, import/export controls and responsible practices.</p> | <p><b>Independent Verification</b></p> <p>Where risk or complexity requires it, parties may use independent professionals for testing, inspection, legal, financial or customs verification.</p> |

SECTION 4 — END-TO-END PATHWAY

4. End-to-End Commercial Pathway

Connecting requirements to markets — and markets to opportunities.

|             |        |        |       |           |              |
|-------------|--------|--------|-------|-----------|--------------|
| REQUIREMENT | SEARCH | SCREEN | MATCH | INTRODUCE | RELATIONSHIP |
|-------------|--------|--------|-------|-----------|--------------|

Who We Support

|                                                                                  |                                                                                            |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <p><b>BUYERS</b></p> <p>Identify potential suppliers and alternatives.</p>       | <p><b>SELLERS</b></p> <p>Access potential buyers and new markets.</p>                      |
| <p><b>MANUFACTURERS</b></p> <p>Explore distributors and commercial channels.</p> | <p><b>PARTNERS</b></p> <p>Connect with equipment, industrial and project stakeholders.</p> |

Representative Sourcing & Trade Areas

- Minerals & Metals
- Machinery & Heavy Equipment
- Vehicles & Transport
- Industrial Products
- Electrical & Mechanical Equipment
- Spare Parts & Components
- Commodities & Raw Materials
- Procurement & Sourcing
- Brokerage & Market Access

Our Operating Promise

Our approach is built around integrity, professionalism, confidentiality, transparency, reliability and partnership. We aim to reduce the initial search burden, improve commercial access and help create meaningful connections across Africa and international markets.

AFRICA GLOBAL TRADE LINK LTD

International Trade • Sourcing • Brokerage • Business Facilitation • Market Access

Rwanda | Africa ↔ Global Markets

Email: [Insert Corporate Email] | Telephone: [Insert Telephone] | Website: [Insert Website]