DupanMarket

AMERICAN COUNTRIES - PANAMA ↔ DUBAI - MENA - ASIA

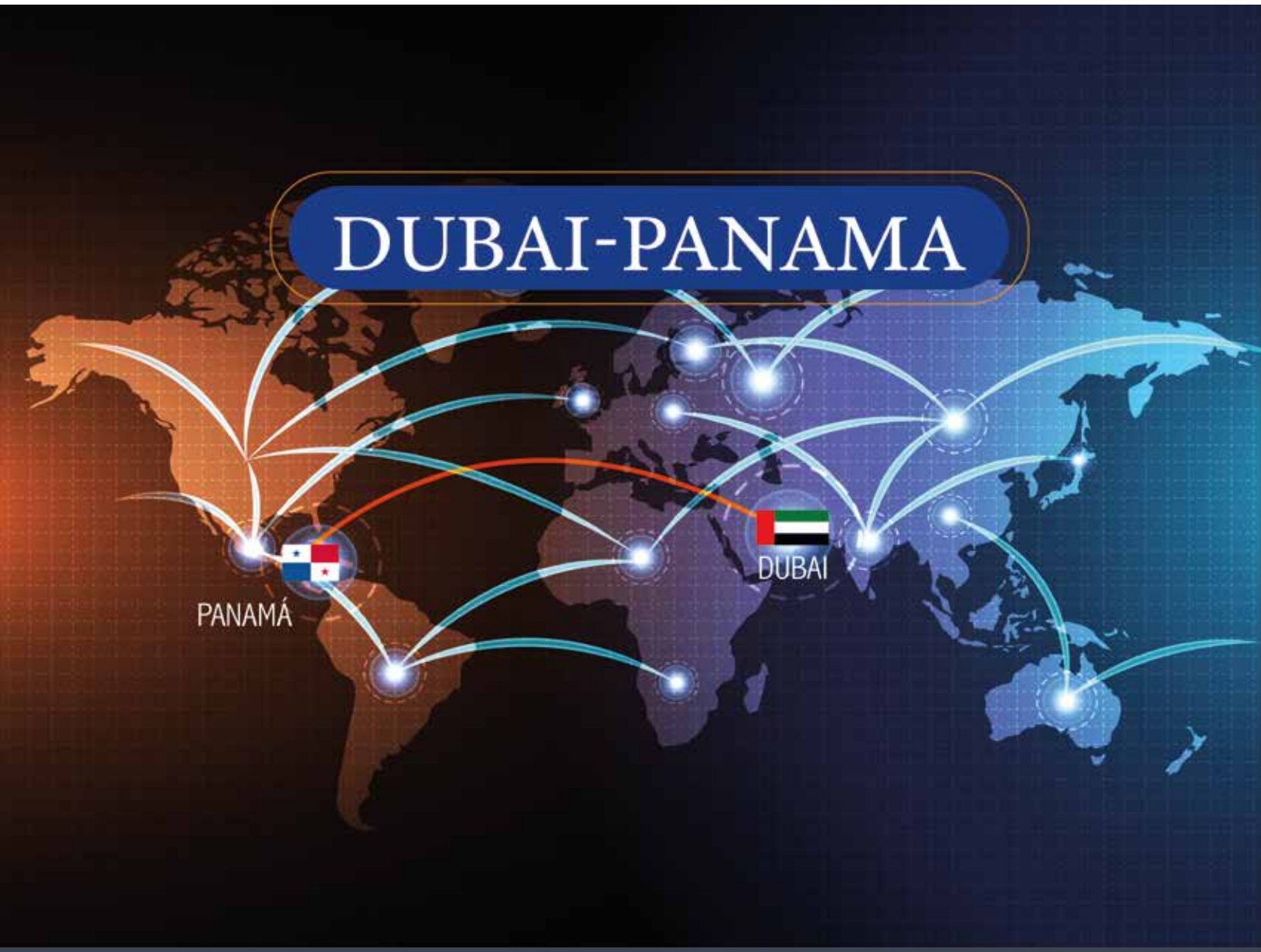
Global, Selective & Secure
B2B E-commerce
Business Platform

www.dupanmarket.com

USER MANUAL
DUPANMARKET

BPO'S Panama
Digital Free Zone

Selective and exclusive B2B electronic commerce platform



Located in the Republic of Panama, "The logistics center of the Americas and a world crossroads", from where it provides privileged access to the markets of Middle East, North Africa and, America´s Countries

1- The global maritime, air, and digital connectivity
2- The high business competitiveness of Panama and its banking center.

User Manual
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DupanMarket
AMERICAN COUNTRIES - PANAMA - DUBAI - MENA

DupanMarket.com is a B2B E-commerce platform specially designed to generate Import & Exportnew business opportunities between companies in the American Continent and the companies in Dubai.

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E-COMMERCE
PLATFORM
DUBAI-PANAMÁ

B2B

DupanMarket

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Privileged by the location of the Panama Canal

About Us

DupanMarket
AMERICAN COUNTRIES - PANAMA ⟷ DUBAI - MENA - ASIA

DUPANMARKET is a global, selective and secure B2B E-commerce service provided by BPOS PANAMA DIGITAL FREE ZONE

Located in the Republic of Panama, “The Logistic Hub of the Americas and a World Crossroad”, provides privileged connection among the markets of the Middle East, Mediterranean, Africa, South Asia and the American Continent countries, through out, it´s maritime, aerial, and digital global connectivity.

The special business development between Panama and Dubai, "two global business centers", provides DUPANMARKET with a strong operational network that enables it to offer a variety of services, from exports/imports, global value-added chains, logistics, investment opportunities, and financing. All this with secure, transparent, and reliable transactions certified by entities such as REFINITIV (World Check One), SGS (certifications at origin and destination), and others.

SAFE • USER-FRIENDLY • RELIABLE

Admission to the platform has as an unavoidable requirement the Due Diligence of World-Check One by Refinitiv. In a second phase, the transactions will also be subject to Due Diligences by the same firm.

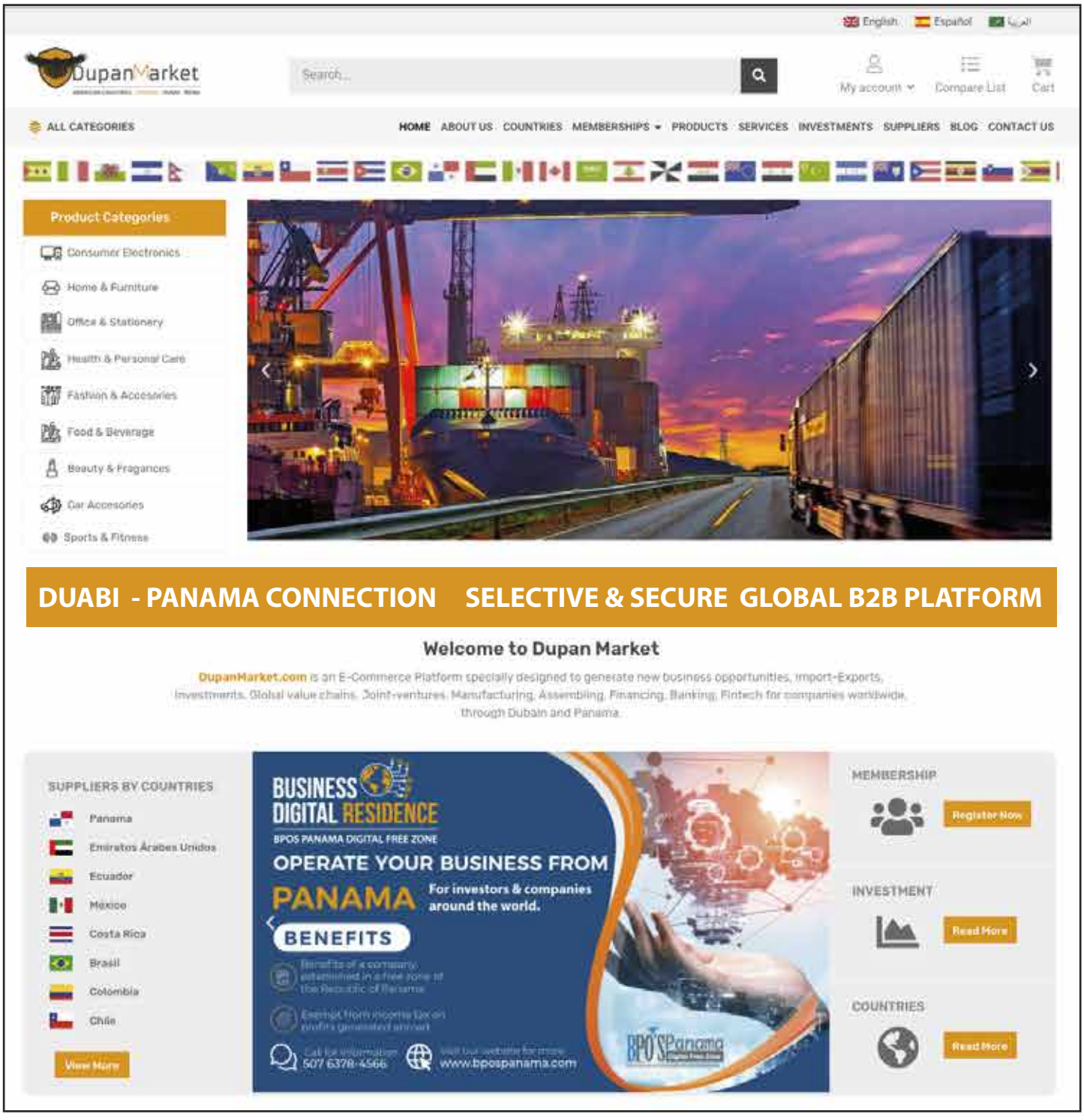
Each import-export transaction has a Valid Trade due diligence and the origin and destination certificates by SGS.

The platform has insurance against fraud, cyberattacks, and cargo.

REFINITIV™

ACCESS TO
Dupanmarket

WWW.DUPANMARKET.COM



To use the platform it is necessary to register as a member, for which it is essential to obtain approval of the Due Diligence done through World-Check One of the Refinitiv firm and to accept the terms and conditions of its operation.

Type of Membership

The platform has 2 types of membership

Associate Membership

Reserved for:

Government agencies for export and investment promotion, - Private, non-profit, producer, export, import, and investment promotion associations, - Free Zone Associations (national and international), - Free Zones. This membership is free of charge.

Regular Membership

Corresponding to selling users

To the selling users (exporters), the buying users (importers), and the service providing users. Companies established in Free Trade Zones have preferential access. Regular membership has an annual cost.

The export and investment promotion agencies of each country: Here you will be able to present the relevant data of the profile, the exportable offer, and the investment projects of each country

Associations of exporters, importers, and service providers: Here you can register your areas of activity, market objectives, and the list of members.

Steps to Register

DupanMarket
AMERICAN COUNTRIES - PANAMA - DUBAI - MENA

The platform has 2 types of membership

Go to www.dupanmarket.com.
Click My Account and select the registration option

01 Select the type of membership and
Fill out the form corresponding to your membership.

02 Accept the terms and conditions of use of the platform

03 You will receive an email confirming receipt of your application and informing you that we will be processing the Due Diligence through WorldCheck One From REFINITIV. The estimated time to respond to your request is in 48 business hours.

Once the due diligence process has been completed and received the report with the results. If satisfactory, the user account will be activated.

04 Once the request is validated by the due diligence agent, the user receives a second email with the activation confirmation. From this moment on, the client will be able to enter the site with his or her User/Password combination and enjoy all the advantages that DUPANMARKET offers as a registered user of the site.

Confirmation email

DupanMarket

¡Thanks you for applying to Dupan Market !

(Company Name)

Your request has been approved. You can log into the platform and start using it.
Your membership is from: Seller

Dupan Market is programmed to promote its operations, mainly, through Free Zones, Special Economic Zones, Free Trade Zones, of the world. Through our exhibition gallery you can expose your products for sale, Services that you offer, investment projects that you want to develop or if you want to be listed as an investor in search of investment projects.

Benefits for Sellers:
- Gallery of Products and Services Exhibition
- Profile of your Company
- Photo gallery of your company
- Messaging Channel with your Clients
- Cargo insurance with (_____) for all transactions made through the platform.
- Buyers go through Due Diligence of WorldCheck One by Refinitiv.
- Possibility of publishing investment projects.
- If it is a company registered in a Free Trade Zone, it appears in the link of Free Trade Zones listed in the Zone to which it belongs.

We hope you enjoy the benefits of our platform!

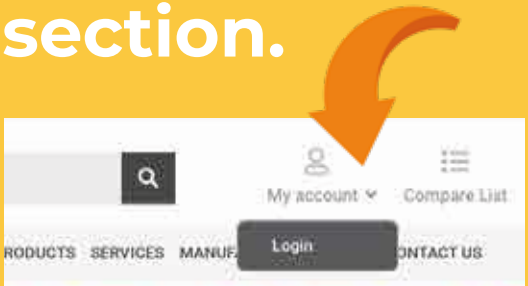
(Attached: Procedure Manual, How to create a profile, load products and see sales movements)

¡Welcome to Dupan Market!

LOGIN

Panamá, Ave. Manuel F. Zarate
Cl. St. George, Edif. BPO 5
(507) 220.9448
www.dupanmarket.com

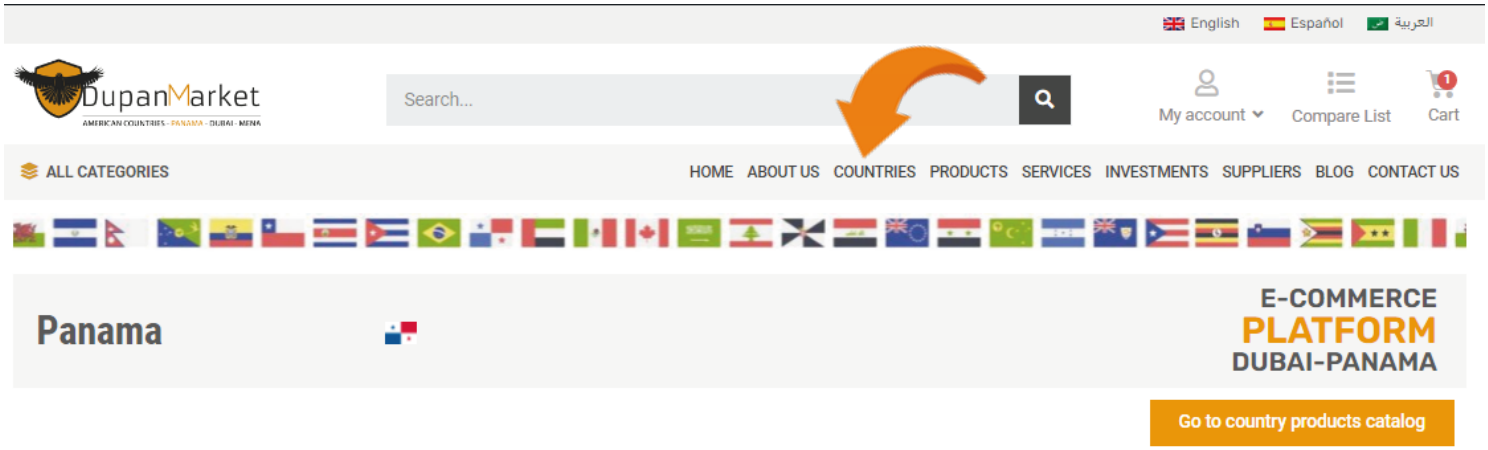
You can Log in or register in the My Account section.



Countries Gallery

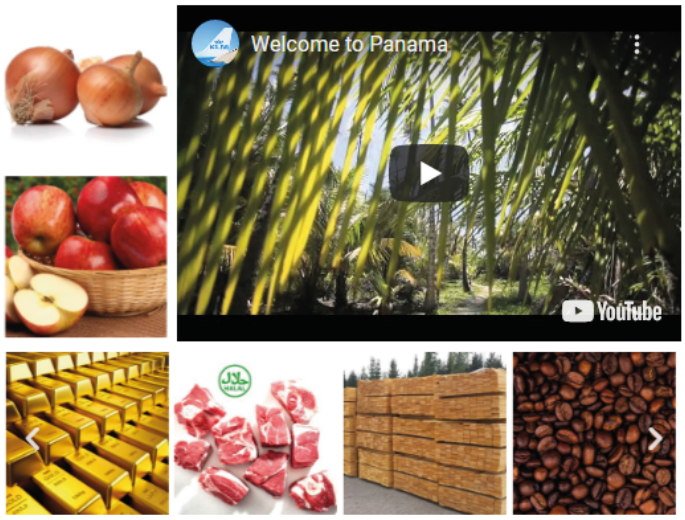
In this section, the countries will be listed by Continent.
North America - South America - Central America and the Caribbean
Middle East North Africa - Europe - Africa - Asia

Each country will have information related to its industry, currency, export products, among others. It may be **edited by each government exports agency.** Dupanmarket will provide a username and password to each foreign trade agency of each country for the promotion of the exporters of each country.



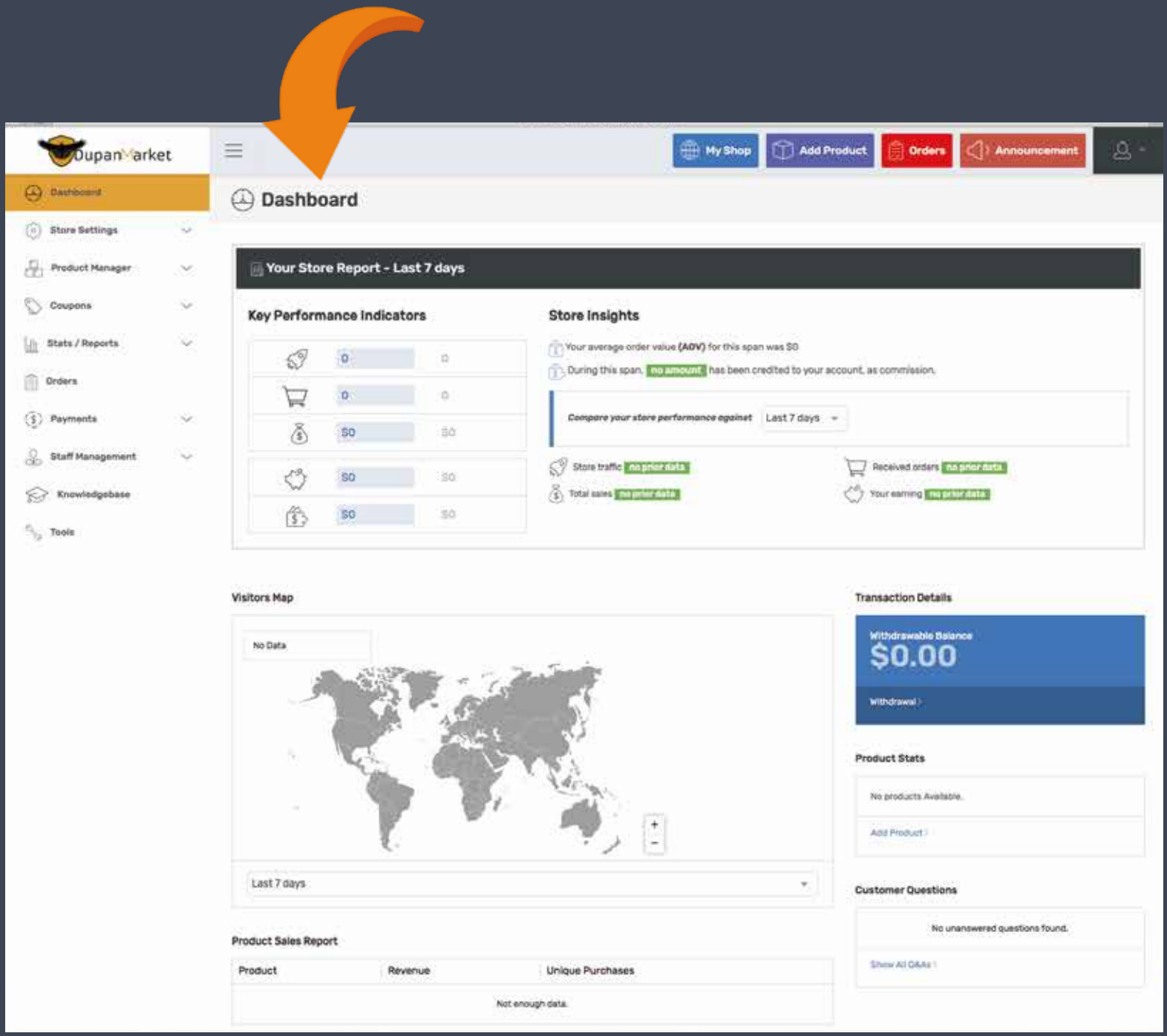
Is a transcontinental country in Central America, Its capital and largest city is Panama City, whose metropolitan area is home to nearly half the country's 4 million people. Revenue from canal tolls continues to represent a significant portion of Panama's GDP, although commerce, banking, and tourism are major and growing sectors. It is regarded as having a high-income economy. In 2019 Panama ranked 57th in the world in terms of the Human Development Index. In 2018, Panama was ranked the seventh-most competitive economy in Latin America, according to the World Economic Forum's Global Competitiveness Index. Covering around 40 percent of its land area, Panama's jungles are home to an abundance of tropical plants and animals.

Country: Panama
Capital: Panama City
Phone Prefix: +507
Territorial Extension: 75,417 km2 km²
Industries:
Food, Gold, Copper
Population: 4,379,039
Currency: PAB
Languages: Spanish
Main exports:
Meat, cereals such as wheat and corn, oilseeds such as sunflower, soybean and its derivatives in oils, beer, tobacco, yerba mate, tequila, pears, apples, peaches, plums, garlic, onion, chia, amaranth, quinoa, honey, sugar, peanuts, aromatic teas, tomatoes, among others.



Vendor´s Administration Panel

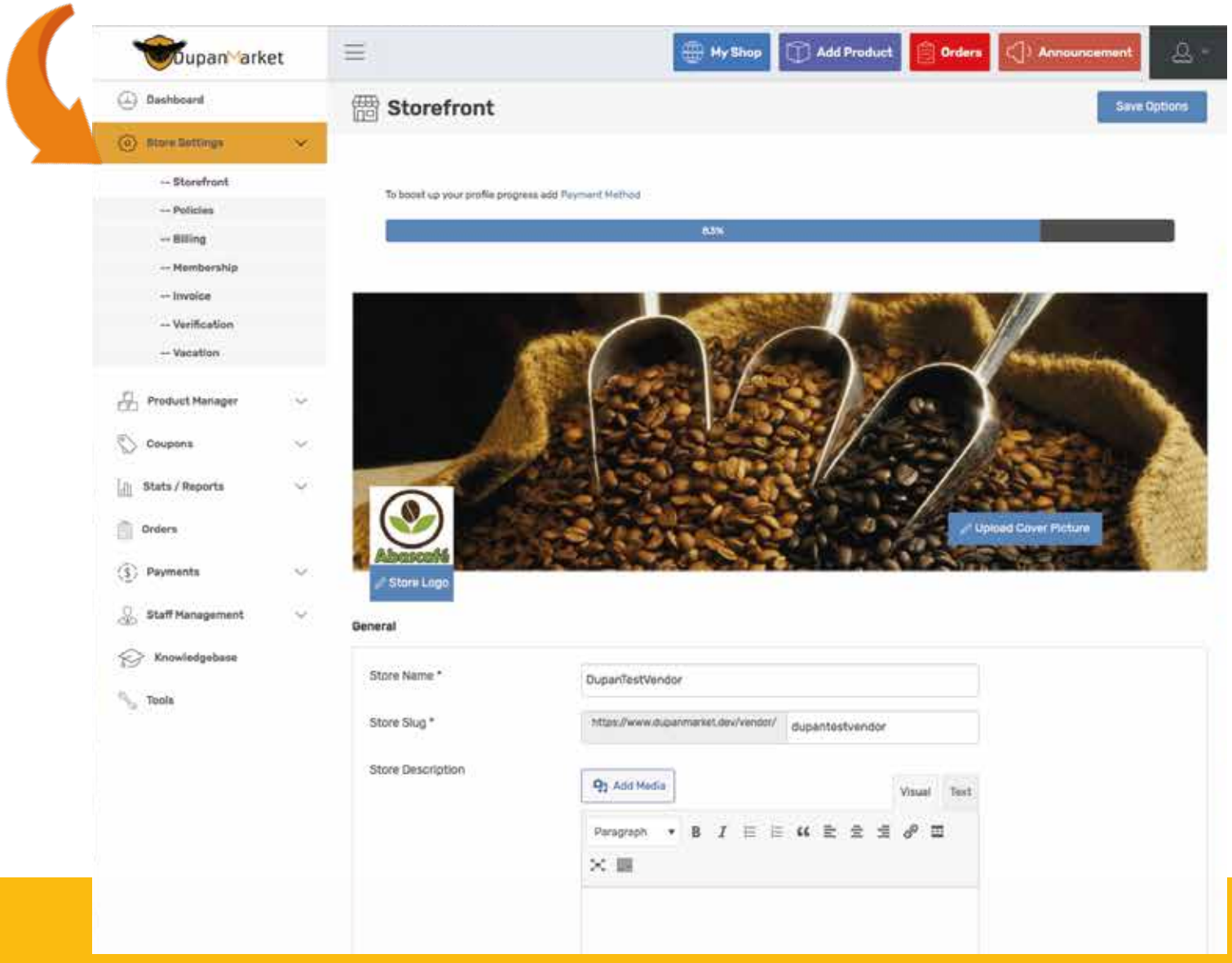
When you enter your account with username and password, an administration panel of your account will appear, where you can edit and manage your shopping area and manage the orders.



Vendor´s Shop area

Every registered seller has their store on the platform. With this seller account, you may access the administration portal of your store, which allows you to register the products to be offered on the platform, the price, quantities (minimum and maximum), date of delivery in port, other data, terms and conditions under which the transaction is willing to be close.

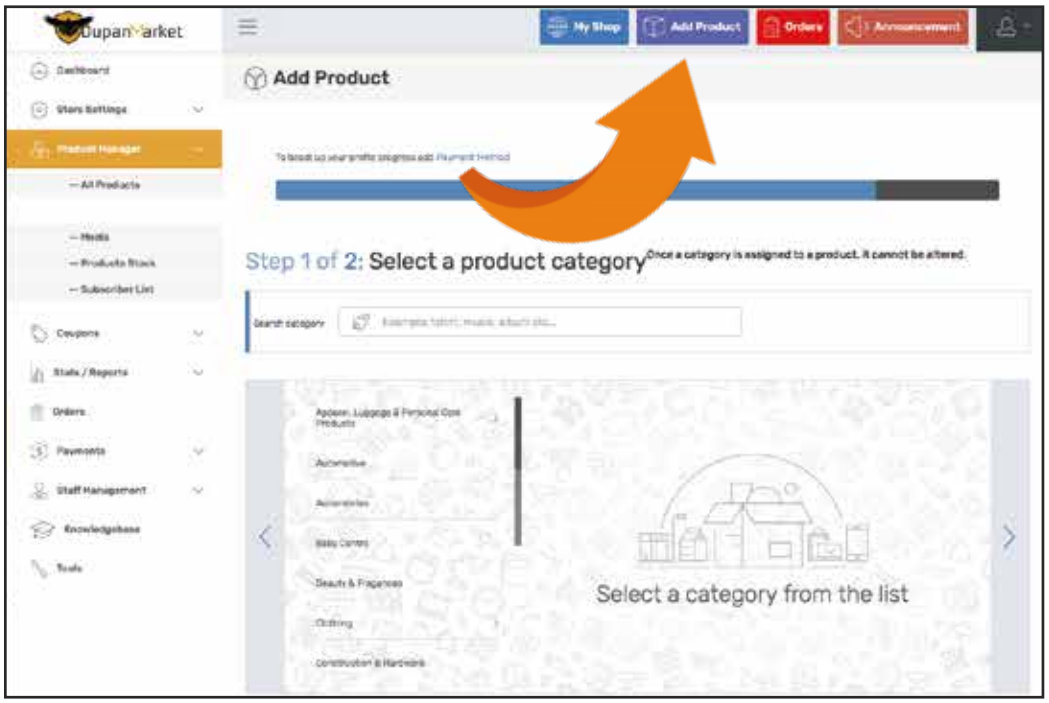
The administration portal of your store also allows you to follow up on the purchase/sale transactions that are generated.
Administration Panel: Through the panel, you can manage your account.



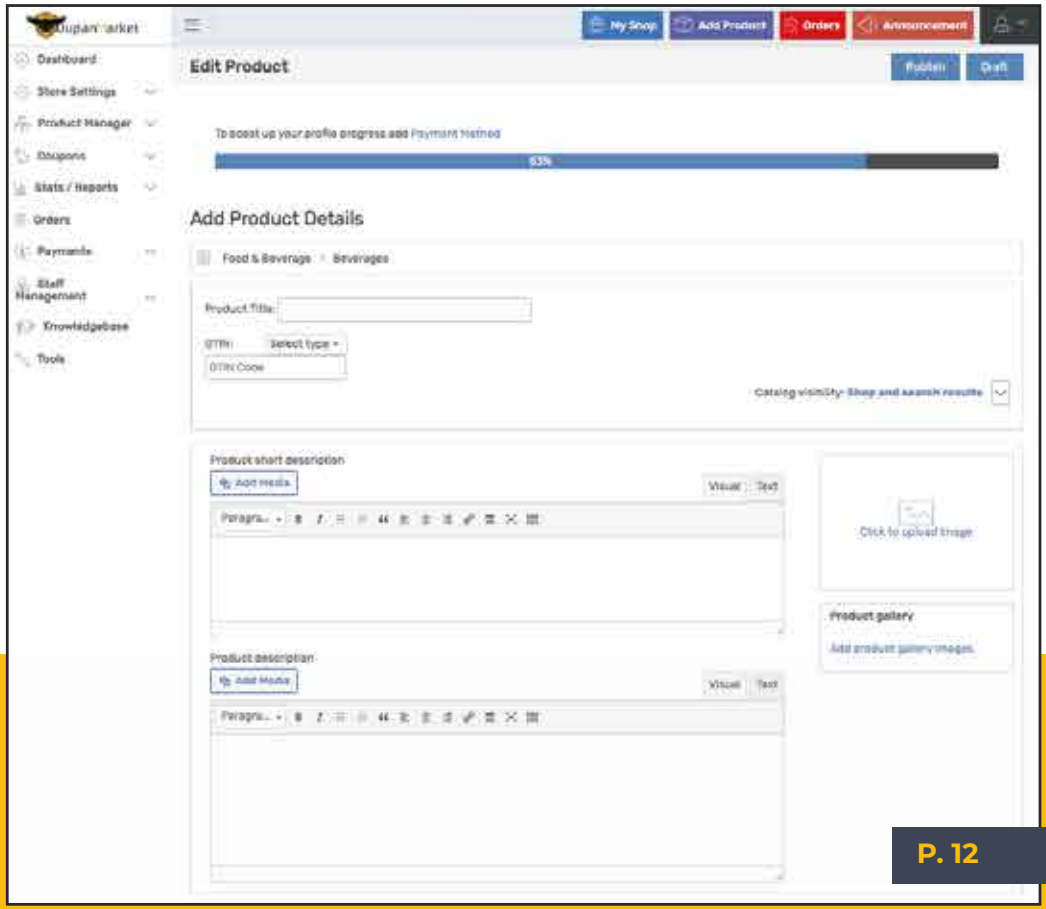
How to add products?

The registration of products must be completed with the basic data of the product such as title, description, category to which it belongs, the manufacturer (in case of finished products), the definition of prices, shipping data, inventory management, product image, (exporter certifications) among other data that allow having the complete information of the registered products.

There are a series of attributes that allow the description of the characteristics of the articles with the possibility of extensibility.



Step 2 Fill the information of the product

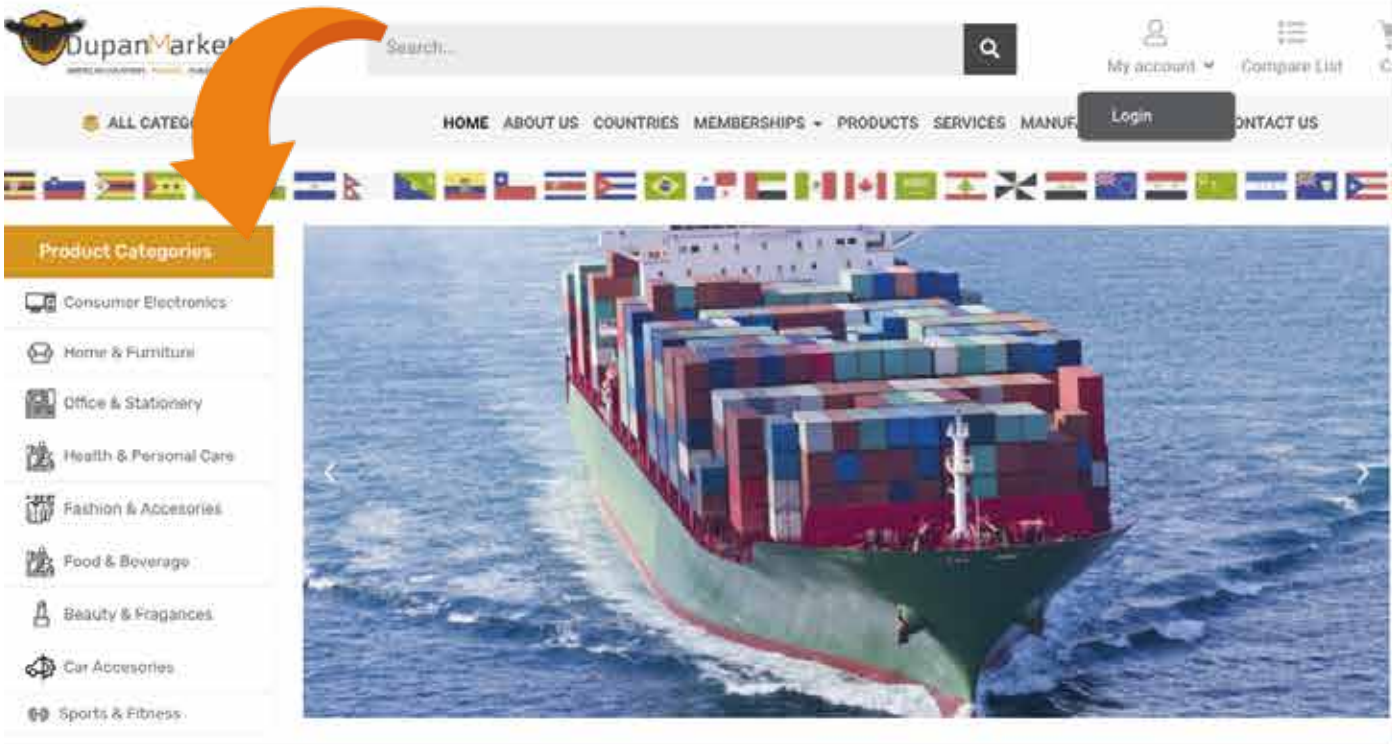


Products Categories

The product categories established according to the initial UNPSC of the United Nations Standard Products and Services Code

It is an encryption system that classifies products and services for commercial purposes on a global scale.

Your product may be registered using the GTIN (global trade item number) identifier, which is used to uniquely identify any product or item for which there is a need to obtain specific information. This definition includes products within the categories of raw materials, finished product and inputs.



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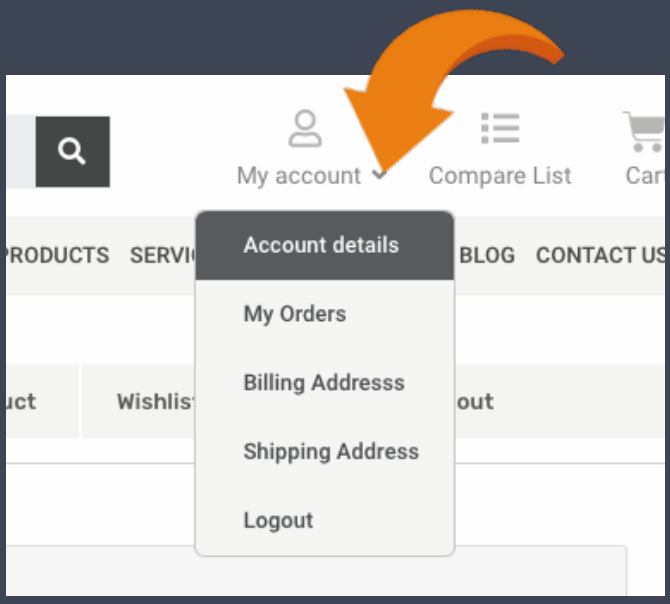
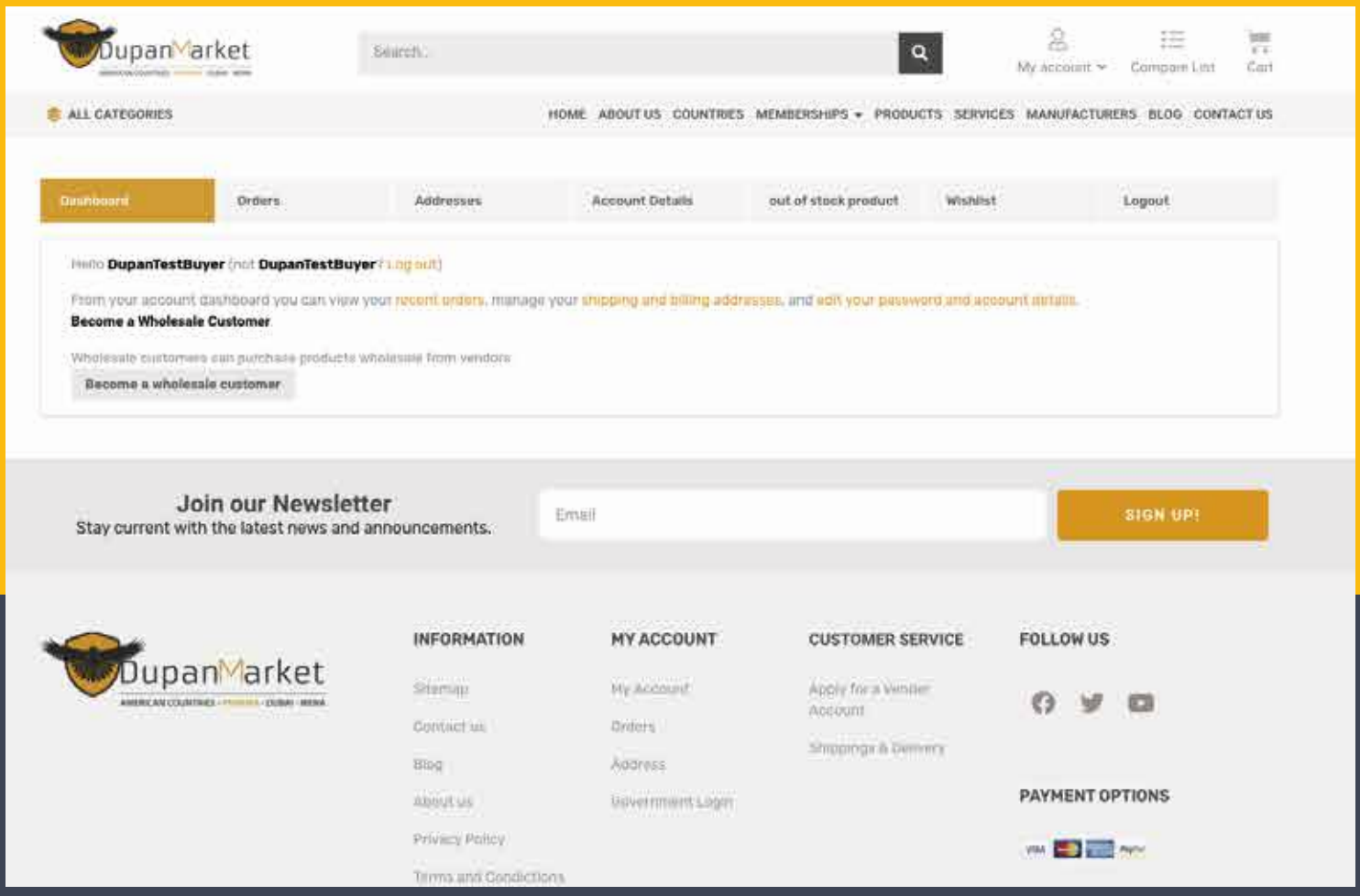
Buyer´s Administration Panel

When you enter your account with username and password, an administration panel of your account will appear, where you can edit your customer information and see your purchase orders.

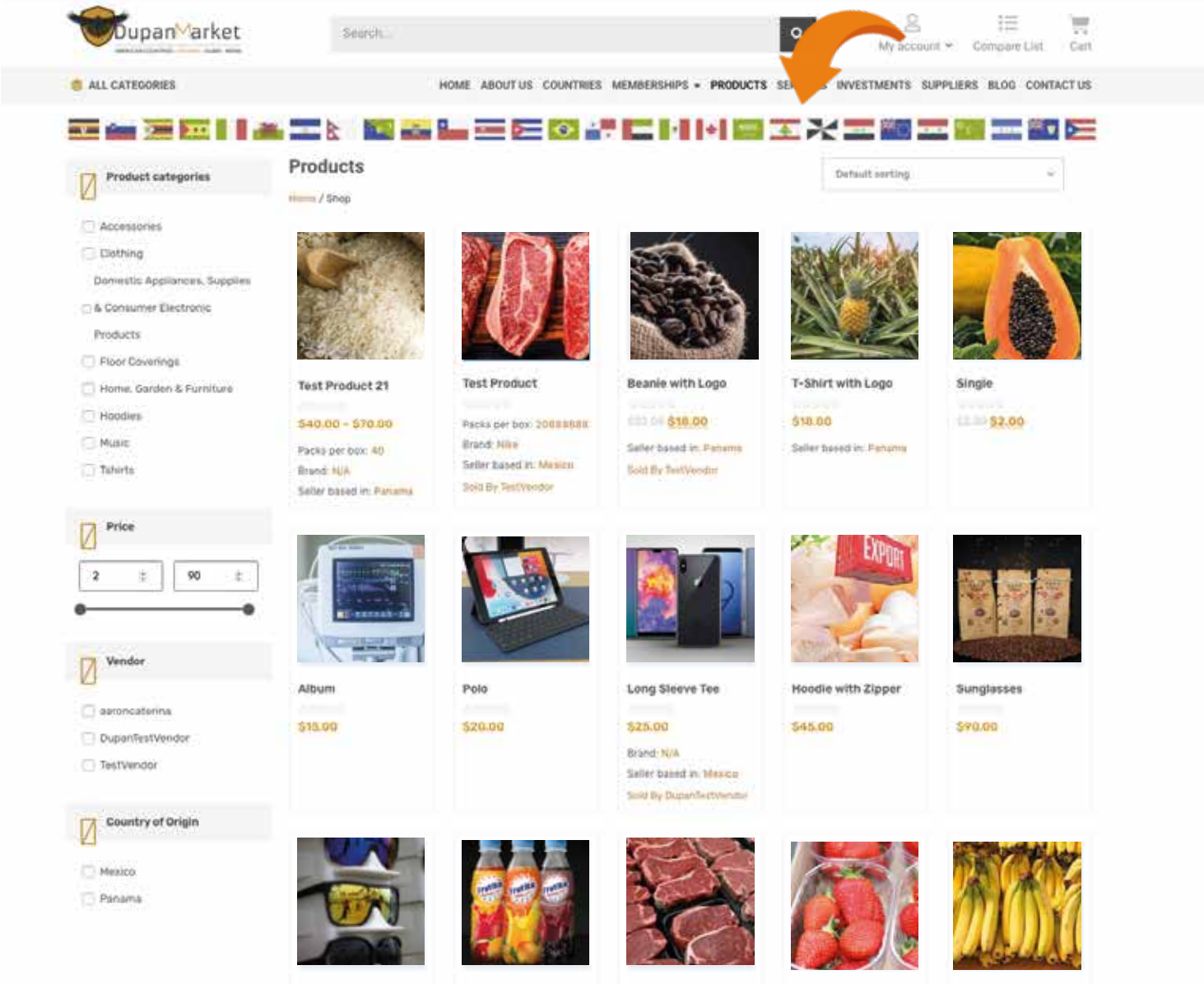




Buyer´s Shop area

The available product categories will be displayed, as well as the number of products registered by categories and subcategories.

You can also perform specific searches by keywords or by data in the defined product description and place the products to be purchased in the shopping cart.



Steps to buying a product

01

Select a Category

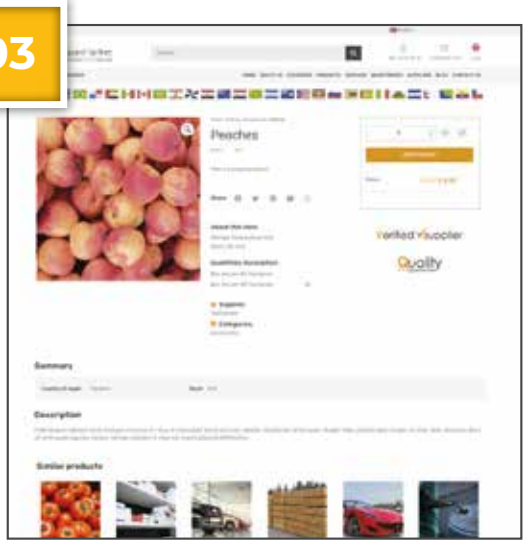
Go to the Categories finder and place the product by categorty to be searched.

02

Select the Product

The available products will appear, select the desired product by clicking on the image.

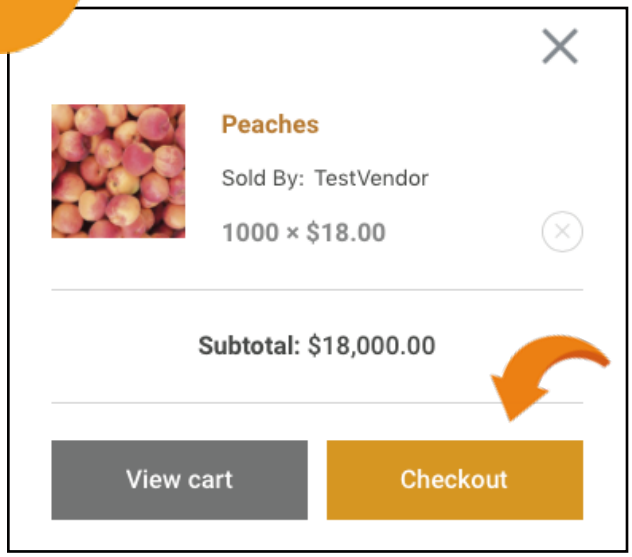
03



Product information

You will be able to see the description of the product, the cost and you will have the option to place the desired quantity and then click on add to the cart and go to it to finish the purchase.

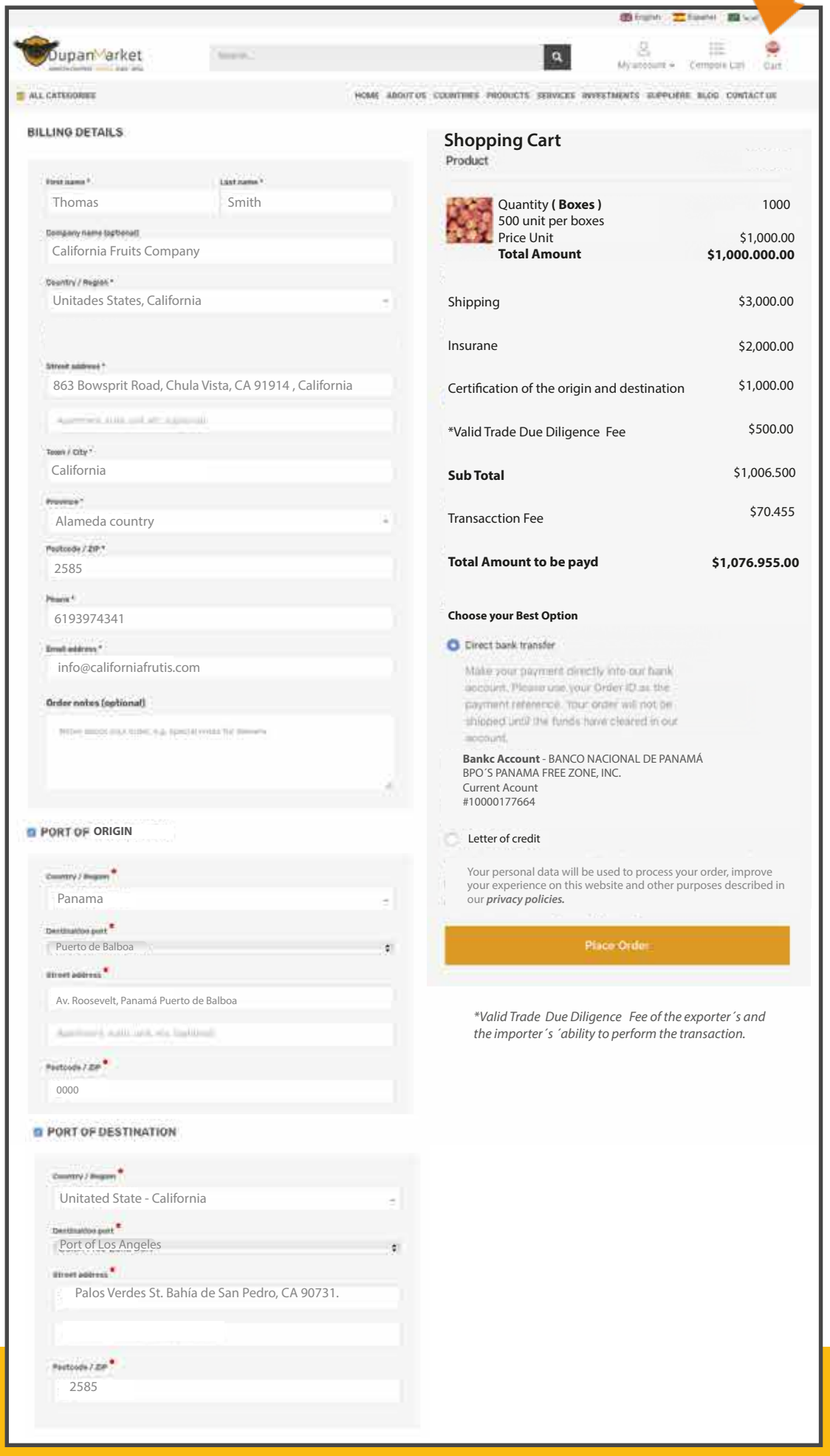
Check out the shoping



04

Shopping cart

In the shopping cart, you will have all the information about your purchase and you must accept the terms and conditions of the purchase to process the order.



*Valid Trade Due Diligence Fee of the exporter´s and the importer´s ´ability to perform the transaction.

Payment

Payment method on the platform

The platform receives payments for transactions and services through the usual banking procedures:

Letters of credit

Bank transfers

Credit card (Visa , Mastercard).

Banks with which the platform works: National Bank of Panama, Credicorp Bank.

Transactions and Fees

Transaction tracking: All buy/sell transactions involving purchase orders, load movements, payments, among others, are monitored and supervised by the platform Dupanmarket. DUPANMARKET is associated with

1. ***Shipping:*** COSCO, Msc, Happag LLoyd
2. ***Insurance:***
3. ***Certification at the origin and destination of the shipment:*** SGS
4. **Due diligence of the exporter's** and the importer's ability to perform the transaction: SGS

Fee: Transaction cost: An estimate of the costs are generated at the time of placing the purchase order, the final cost is sent in a period not exceeding 48 working hours.

		Less than 1,000,000	From 1,000,000 a 2,999,999	From 3,000,000 a 9,999,999	Greather than 10,000,000
1	Commission by order completed % of the operation sub total	7%	6%	5%	4%
2	Logistics, transport and inspection	Value indicated by the system (1)			
3	Insurance	Value indicated by the system (1)			

Warranty service platform reliability

REFINITIV Due Diligence

COSCO SHIPPING Shipping Service

msc Shipping Service

Hapag-Lloyd Insurance Service

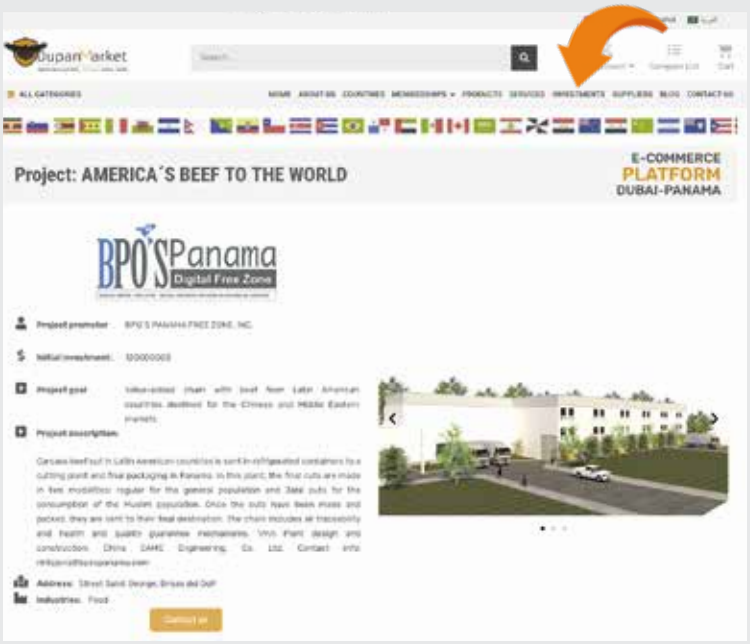
Rates

		Monthly	Quarterly	Semianual	Anual
1	Membership	-	-	-	-
Advertising Fee in the web page of Dupanmarket					
2	Ads on Slider Home Page	*$ 300.00*	*$ 862.50*	*$ 1,650.00*	*$ 3,000.00*
3	Ads Plain Text Home Page	*$ 25.00*	*$ 71.88*	*$ 137.50*	*$ 250.00*
4	Ads Images Right Banner	*$ 200.00*	*$ 575.00*	*$ 1,100.00*	*$ 2,000.00*
5	Ads Images Left Banner	*$ 200.00*	*$ 575.00*	*$ 1,100.00*	*$ 2,000.00*
6	Sponsor Positioning	*$ 250.00*	*$ 718.75*	*$ 1375.00*	*$ 2,500.00*
7	Mailing List Advertising	*$ 100.00*	*$ 287.50*	*$ 550.00*	*$1,000.00*
	Social Media Promotion	*$ 100.00*	*$ 287.50*	*$ 550.00*	*$1,000.00*

Publications

Publish Investment

Investment Projects Directory, - Investors Directory, Investment Funds - Banking Services and Sources of Finance Directory.



Publish Source of Financing

is a promotion mechanism for companies, financial entities, among others, interested in providing the necessary capital to finance investment projects, acquisition of goods and/or products of the companies operating in Dupanmarket.

Information on publications

These sections allow you to view investment projects, services offered and source of financing by companies registered in Dupanmarket.

Benefits

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- Tax exemptions according to the Panamanian legislation of free zones.
- Operative processes with guaranteed effectiveness, efficiency, & competitiveness.
- Operations from Panama's global multimodal logistics center, one of the most relevant in the world.
- Simplified presentation of all costs associated with each transaction.
- Integration and management of value-added chains.

Access to Operative Support:

- Contracting of logistic services, insurance, pre-shipment and disembarkation inspections.
- Management and monitoring of international transactions of purchase and sale of goods and services.
- Security in transactions. The platform has insurance against fraud, cyberattack, and cargo.
- Due diligence by World-Check one .
- Each import-export transaction has a Valid Trade due diligence and the origin and destination certificates by SGS.

REFINITIV

DupanMarket

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www.dupanmarket.com

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Cl. St. George Building 003

BPO'S Panama
Digital Free Zone

BPOS PANAMA
Associated company:

AZFA
ASOCIACIÓN DE ZONAS FRANCAS DE LAS AMÉRICAS

MIEMBRO

AZOFRA