

外销员外贸外语辅导：Acceptance接受外销员考试 PDF转换可能丢失图片或格式，建议阅读原文

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Brief Introduction 在进出口贸易中，洽谈交易程序一般按询盘--发盘--还盘--接受--签订合同这五个环节来进行的。接受是达成交易和订立合同必不可少的环节。接受在法律上叫做承诺。它是指受盘人在发盘有效期内完全同意发盘的全部内容，愿意订立合同的一种表示。一项有效的接受一般必须具备以下条件：一、它必须是受盘人对一项实盘的完全同意。二、必须是发盘所规定的受盘人表示同意才有效。三、必须是受盘人在发盘有效期内或合理时间内表示同意才有效。四、接受应由受盘人作出声明或其他行为方式表示，并且这种表示传达给发盘人后才开始有效。

Basic Expressions

1. Our price is quite reasonable and other buyers in your market have accepted it. 我们的价格很合理，已经为你们市场的其他买主所接受了。
2. Please accept our offer and confirm the above-mentioned terms immediately. 请即接受我方报盘，并尽快确认以上条款。
3. Owing to heavy commitments, we can not accept fresh business at present. 由于订货太多，目前我们无法接受新的业务。
4. Taking the quality into consideration, we accept your offer. 考虑到质量，我们接受你方报盘。
5. We are pleased to have transacted our first act of business with your firm. 我们很高兴同贵公司达成了首批交易。
6. We have succeeded in putting through the deal of five hundred bicycles. 我们成功地达成了五百辆自行车的交易。
7. We have faxed our confirmation of your order and you are requested to open the L/C as

soon as possible. 我们已发传真确认接受你方订单，请你们尽快开立信用证。 8. We strongly recommend acceptance as our stocks are running low. 由于存货日渐趋少，我们力荐贵方接受。 9. With an eye to future business we ' ll accept payment by D/P this time. 为了今后的业务，我们这次可以接受付款交单方式。 10. We are sorry that we cannot accept your counteroffer, as the price quoted by us is quite realistic. 报给你方的价格已很实际，很抱歉不能接受你方还盘。 11. The price you quoted being found workable, we have faxed you our acceptance. 我们认为你们所报价格可行，已发传真给你方表示接受。 12. We accept your offer provided that shipment is made in November. 如能在十一月份装船，我们就接受你方报价。 13. Although the prevailing quotations are somewhat higher, we will accept the order on the same terms as before with the view of encouraging business. 尽管目前报价偏高，但为了促进今后业务的开展，我们仍将按过去条件接受你方订单。

Conversations Dialogue 1 B: Mrs. Wang, would you give us an idea of the price you regard as workable? W: As I said before, your price is so high that we find it difficult to make a bid. We hope you will take the initiative and bridge the gap. B: Just to comply, we ' re ready to reduce the price by 5 percent. I hope this concession of ours will get the ball rolling. W: So do we. Certainly it ' s a step forward on your side. But the gap is still too wide. B: The ball is in your court, Mrs. Wang. What price would you suggest? W: To make your offer workable, I think you should take another step down as big as the one you ' ve just taken. B: That won ' t do. You see, our profit margin is very narrow. It simply can ' t stand such a

big cut. W: I hate to disappoint you, Mr. Brown, but if that ' s the case, we have no alternative but to cover our requirements elsewhere. Do think it over, please. We sincerely hope our discussion will come to a successful conclusion. B: Well, I ' m not authorized to agree to such a big reduction. Would you mind waiting a day or two, until I get a reply from the home office? W: Not at all. Shall we meet again, say, on Friday morning? B: Good. Friday morning at 9. -- 王小姐，你认为什么价格可行呢？ -- 我讲过，你方价格太高使我们很难还价，希望你方能主动弥合差距。 -- 好吧，依从你们的意见，我们准备削价5%，希望我们这次让步能打开局面。 -- 我们也希望如此。当然你们方面是前进了一步，但是差距还是很大。 -- 王小姐，看你的了。你出个价吧？ -- 要使你方报盘可行的话，我认为你应象刚才一样再跨出一步。 -- 这不行。你知道，我方利润额很小了，实在经不起这样大幅度的削价了。 -- 布朗先生，我不想使你感到失望，但是如果你方坚持这样的话，我们没有别的办法，只好从别处购买了。请仔细考虑一下，我们衷心希望这次谈判能圆满达成。 -- 是这样，我无权同意这样大幅度的削价，请你等我一两天，好吗？我要等国内总公司的答复。 -- 当然可以。那我们星期五上午再见面，好不好？ -- 好，星期五上午九点。 Dialogue 2 B: Good morning, Mrs.Wang. Any news? W: Yes. I ' ve succeeded in persuading our export manager to agree to a reduction of ten percent. He made this an exception with an eye to future business. B: Good. We certainly appreciate your making these concessions for us. W: May I repeat 15 Tunnel Drillers, specifications as shown in the technical data, at 57,000 Swiss Francs each, F.O.B. European Main

Ports? Business is closed at this price. B: Yes, that ' s right. Shall we go over the other terms and conditions of the transaction to see if we agree on all the particulars? W: All right. We have no objection to the stipulations about the packing and shipping marks. As a matter of fact, we always pack our machines in new strong wooden cases suitable for long distance ocean transportation. B: The machines must be well protected against dampness, moisture, rust, and be able to stand shock and rough handling. W: We ' ll see to that. -- 王小姐，早上好。有什么消息吗？ -- 有，我已经说服我方出口部经理同意降价10%。他考虑到以后的生意，所以破例降价。 -- 太好了，我们非常感激你方做出这些让步。 -- 我再重复一下报盘：15台隧道钻机，规格详见技术资料，欧洲主要港口离岸价每台五万七千瑞士法郎。交易就按此价敲定。 -- 没错。我们再检查一下这项交易的其他条款，好吗？看看有没有意见不一致的地方？ -- 好，我们同意关于包装和唛头的条款。其实，我们的机器包装都采用适合于长途海洋运输的崭新牢固的木箱。 -- 机器的包装必须防湿、防潮、防锈、防震，并且经得起粗鲁的搬运。 -- 我们会注意的。 B: They are to be shipped not later than September 2001. W: There ' s no question about that. B: And what about the terms of payment? W: Payment by L/C, to be opened by the buyer 15 to 20 days prior to the date of delivery. That ' s what we ' ve agreed upon, isn ' t it? B: Yes, quite so. W: We ' d like to add the condition that the letter of credit shall be valid until the 15th day after shipment. You know, it sometimes takes us a week or so to get all the shipping documents ready for the presentation and negotiation. This will give us more leeway. B: That

can be done. Any questions about the in spec tion and claims? W: None whatsoever. The quality and per for mance of our machines can stand every possible test. We agree to your conditions. B: Do you also agree to the condition that all disputes, if unsettled, shall be referred to the For eign Trade Arbitration Commission for the Pro mo tion of In ter na tion al Trade? W: Certainly, but I ' m sure there will be no oc ca sion for arbitration. -- 装船期不能迟于2001年9月。 -- 没问题。 -- 关于付款方式呢? -- 付款采用信用证, 在交货前15到20天期间由买方开出。这些我们都已同意了, 是不是? -- 对, 是这样。 -- 我们希望加上一条, 信用证有效期应至货物装船后第十五日截止。要把所有装船单据都准备好以便提交银行议付, 有时需要一个星期左右。定上这样一条可以让我们的时间充裕一点。 -- 行。关于商检和索赔, 有什么问题吗? -- 完全没有问题。我们的机器经得起任何质量和性能方面的测试。我们同意你方条款。 -- 你是否也同意这样一条, 解决不了的纠纷, 就提交国际贸易促进会的对外贸易仲裁委员会去仲裁? -- 可以, 不过我相信根本不需要仲裁。 B: Well, then, we ' ve agreed on all the major points. W: Yes, Mr. Brown. We ' re glad the deal has come off nicely and hope there will be more to come. B: So long as we keep to the principle of equality and mutual benefit, trade between our two countries will develop further. W: When can the contract be ready for signature? B: I ' ll have it ready in a couple of days. W: The earlier the better. I ' m leaving next week. B: How about next Monday afternoon at 5? I ' ll have a copy of the contract sent to your hotel in the morning for you to look over. W: That suits us fine. -- 那好, 主要要点我们都一致

同意了。 -- 是的，布朗先生，我们很高兴圆满达成这项交易，希望以后能达成更多的交易。 -- 只要我们坚持平等互利的原则，我们两国间的贸易一定会有所发展。 -- 合同什么时候能准备好签字？ -- 我会在几天内准备好的。 -- 越早越好，我下星期离开这里。 -- 下星期一下午五点怎么样？我上午会把合同送到你宾馆请你过目。 -- 太好了。 100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com