CHINA SOURCING & BUSINESS SUPPORT

Samuel Tang | Independent Sourcing Consultant | Service Rate Card 2026

Primary Coverage: Jiangsu · Zhejiang · Shanghai | Other regions by arrangement | Currency: USD

Flexible China-side sourcing coordination, on-site factory services and business visit support for overseas companies. Available on a project or ongoing basis.

01 PROJECT-BASED SERVICES

Service	Rate (USD)	Scope, Duration & Deliverables
Factory Site Visit	$200 / visit	One factory, up to 4 on-site hours; 2-page summary and 12 site photos
Pre-Shipment Inspection	$220 / man-day	One factory; up to 8 working hours including report; 2-page findings summary and 30 photos
Production Progress Check	$180 / visit	One factory, up to 8 hours; 1-page progress summary and 10 photos
Container Loading Supervision	$220 / visit	Up to 8 hours; 2-page loading record and 20 photos
Remote Supplier Coordination	$40 / hour	Supplier communications, order follow-up and document coordination; 15-minute increments
Sample Coordination	$120 / batch	Up to 4 hours; sample requirements, progress and shipment coordination; costs excluded
Business Document Review	$80 / assignment	Up to 2 hours; basic commercial document checks, excluding legal/compliance advice
New Supplier Search / Research	Custom quote	Priced against agreed specifications, scope and deliverables

Remote-only packages; on-site inspection, factory visits and loading supervision are billed separately. New supplier searches are not included.

02 MONTHLY REMOTE SUPPORT

Package	Monthly Fee	Included Hours	Active Suppliers / Orders	Routine Report
Basic	$450	15 hrs	2 / 2	Monthly, 2 pages
Standard	$900	32 hrs	5 / 5	Biweekly, 2 pages
Premium	$1,500	60 hrs	8 / 8	Weekly, 2 pages

Packages cover supplier communication, order and sample coordination, routine document review and issue follow-up. Routine reports summarize progress, issues, next steps and timesheets; no mandatory photos. Routine report preparation is included; customized analytical reports use package hours.

Work on the same matter is consolidated by day and tracked in 15-minute units. Notification at 80% of used hours. Approved additional time: $40/hour across all packages.

03 BUSINESS VISITS & ON-SITE ASSISTANCE

Service	Rate (USD)	Duration & Scope
Business Interpretation	$100 / booking	Up to 4 hours; meetings and general business interpretation
Factory Visit & Business Escort	$180 / day	Up to 8 hours; supplier visits, meetings and communication
Trade Fair Support	$200 / day	Up to 8 hours; exhibition and supplier discussions
Business & City Visit Assistance	$150 / day	Up to 8 hours; business itineraries and casual city visits
Airport / Train Pickup Coordination	$30 / booking	One pickup arrangement; vehicle excluded
Business Escort, 3+ Days	From $160 / day	Up to 8 hours/day; subject to agreed itinerary and scope

Additional escort time: proposed $30/hour with advance approval. Travel agency services, licensed guiding and admission tickets are excluded.

APPENDIX GENERAL TERMS

Hours & Report Scope:	One man-day equals up to 8 working hours by one person, including standard report preparation. Page counts apply to text/table summaries only; photos are delivered as a separate set. Agreed photo counts are baseline deliverables; extra defect evidence may be attached. High SKU counts, specialist tests and customized reporting require a separate advance quote.
Transport & Travel:	Own-vehicle mileage is USD 0.30/km, including energy, depreciation and normal wear. Round-trip distance is calculated from the agreed origin; tolls, parking, flights and trains, accommodation and pre-approved necessary work meals are extra at cost.
Third-Party Costs:	Samples, courier, lab tests, certification and independent professional audits are excluded; all additional costs require advance approval.
Payment:	Monthly retainer: first month 50% before commencement and 50% at the agreed mid-month date; renewals 100% prepaid. One-off services: 100% prepaid. Business visits: 50% to reserve, balance before service begins.
General:	Out-of-scope work requires prior approval. Rescheduling, cancellation and unfulfilled services are handled under the written engagement terms; no unconditional refund promise. Rates valid for 30 days. Taxes and transfer charges to be agreed at booking.

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Rate card · Service scope to be confirmed per engagement