

2020 年商务英语考试初级口语英汉对照短语

(1)

1. On orders for one hundred pieces or more we allow a special discount of 1.5%

对 100 匹或 100 匹以上的订单，我们可以给 1.5%特别折扣。

2. A discount of 5% may be allow if the quantity for each specification is more than 1000 sets.

如果每一种规格的量超过 1000 套的话，我方可以给 5%的折扣。

3. For quantities of more than 500 units, we can offer a discount of 15% on our price list.

数量在 500 套以上的筐，我方可以按价目表给予 5%的折扣。

4. We are glad to make a 5% discount for an order of 100 dozen or more.

对于 100 打以上的订单，我方乐意给予 5%的折扣。

5. We should be pleased to allow you the requested discount of 5% if you are willing to raise your order to 50000 pieces.

若贵方愿将订单增加至 50000 件的话，我方乐意给予所要求的 5%折扣。

6. We will entitle you to a 10% discount during July on anything you buy.

您 7 月份来买任何东西时，价格均可按 9 折优惠。

7. You can receive a special 15% discount on orders placed before the end of December.

贵方能在 12 月底之前下订单的话，我方可以给 15%折扣。

8. If your order is large enough, we are ready to reduce our prices by 5%

如果你们的定货量相当多的话，我们打算降价 5%。

9. There's a 10% discount if you order in volume.

如果量大的话，有 10%的折扣。



10. If an order is exceptionally large we are prepared to increase the discount.

如果订货量特别大，我们愿意回大折扣。

(2)

1. We'd like to ask for a reduction in price because of the big size of our order.

鉴于我方的定货量很大，希望能降价。

2. Since the present market is so weak, you'll have to lower your price if you want us to increase sales.

由于目前的市场不那么景气，如果贵方需要我方增加销售量的话，就必须降价。

3. We hope to get your best offer for bicycles.

希望贵方能报自行车的最低价。

4. We invite quotation of the lowest price.

我们恳请报出最低价。

5. May we suggest that you could perhaps make some allowance on your quoted prices?

我们能建议贵方对所报价格打些折扣吗？

6. If you reduce the price by 2%, I think we can do 20 MT.

如果贵方降价 2% 的话，我认为我方可以购买 20 吨。

7. If possible, we'd like to ask for a reduction of \$5.5 per M/T.

可能的话，我们希望每吨能降价 5.5 美金。

8. If you are willing to give me a 5% reduction, i'll order 5000 dozen.

如果你们愿意减价 5%，我就订购 5000 打。

9. The sugar of French make has been sold at the level of \$98 per long ton. If you can reduce your limit by, say 8%, we might come to terms.



法国生产的砂糖一直以每长吨 98 美元销售的, 如果贵方能降价的话, 比如说 8%, 我们也许能达成交易。

10. We would very much like to place further orders with you if you could bring down your price by 15%. Otherwise we can only switch our requirements to other suppliers.

如你方降价 5%, 我方就很愿意继续向贵方下单, 不然的话, 我们只得将我方购货要求转向其它货商。

(3)

1. All your quotations are on an FOB Vancouver basis. May I ask if you allow any discount?

你方报的都是 FOB 温哥华价, 请问你们给不给折扣?

2. Isn't it possible to give us a little more discount?

难道就没有可能再多打一些折扣了吗?

3. If you are prepared to give me some allowance, i'll consider placing an order for 10000 doze.

如果你们愿意减价的话, 我可以考虑订购 10000 打。

4. Should you be prepared to reduce your price, we might come to terns.

如果贵方准备降价的话, 我们也许就能成交。

5. If I show you an offer lower than yours, would you be able to conclude transaction at that price?

如果我告诉你一个比你们低的价格, 你愿意以那个价格成交吗?

6. If the order is substantial one, how much will you come down?

如果订购数量相当大, 你们可以降价多少?

7. May we suggest that you make some allowance on your quoted prices?

我方建议贵方的报价降低一点吗?

8. If we place an order for 2000 dozen up, can you give us a special discount?



如果我方订购 2000 打以上的话, 贵方能否给我们一个特殊折扣?

9. If our order is more than 10000 MT, will you give us an additional 6% commission?

如果我方订购 1 万吨以上的话, 贵方能否额外给我们 5%的佣金?

10. We hope you will allow us come discount on our purchase of 6000 dozen?

我方购买 6000 打的话, 希望贵方能给我方一些折扣。

(4)

1. Pleas quote us for the goods listed on the enclosed inquiry sheet, giving your process CIF Jakarta.

请报所附询价单上的货物的价格, 我们需要雅加达到岸价。

2. Pleas quote us your lowest price CIF Hamburg for 10MT of walnut meat.

请报 10 吨核桃仁最低的 CIF 汉堡价格。

3. Pleas quote us FOB London for 100 reams of good quality white poster paper.

请报 100 令优质白色广告纸的伦敦离岸价。

4. Pleas quote us your most competitive prices in order to consummate business.

请报出你方最具有竞争力的价格, 以便达成交易。

5. Pleas quote us your lowest price for fertilizers.

请向我方报化肥最低价。

6. Pleas quote us your best price and let us know the minimum quantity for each order.

请报最优惠的价格, 并告诉我们每一张订单必需的最少订购单。

7. Pleas make us as offer on CIF Hong Kong basis for handmade leather gloves.

请报手工制作的皮手套香港到岸价。

8. Pleas make us an offer, giving your price FOB New York.



请报纽约离岸价。

9. We have already made an inquiry for your articles; please make an offer before the end of this month.

我们已对你们的产品进行了询价，请在月底前报价。

10. I would like to make an inquiry about this type of leather bag.

我想询问一下这种款式皮包的价格。

(5)

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(6)

1. We assure you that such things will not happen again in our future deliveries.

我们保证，今后交货不会再出现类似的情况。

2. We'd like to avail ourselves of this opportunity to assure you of our prompt and careful attention in handling your future orders.

我们愿借此机会向贵方保证，贵方今后的订单我们一定会迅速认真地处理。

3. Our products are always as good as the samples we send, I can promise there will be no debasement of quality.

我们的产品一定和送给你们的样品一样好，我保证质量绝对不会降低。

4. I guarantee that there is no difference in quality between the products we'll send you next month and what samples you saw just now.

我保证我方下个月将发送的产品和你们刚才所见到的样品在质量上不会有一丝一毫的差别。

5. I can promise you that the products we send you will be of A-1 quality.

我向你们保证我们会给你们送去的货物一定是一流的质量。

6. Our products are surely of standard quality.

我们的产品一定符合质量标准。

7. I give you my word that the payment will be made not later than the end of June.

我保证货款不会迟于6月底支付。



8. I promise I will check into these problems, and find out if they were our fault.

我保证一定会查清楚这些问题，看看是不是我们的错。

9. We can make sure that these goods will avoid being damaged during the transit.

我方保证这些货物在运输过程中不会被碰坏。

10. We will provide a fresh guarantee for the protection of the equipment repaired.

对于修理后的设备，我们将提供新的保证。

(7)

1. We wish to introduce ourselves to you as a state-owned corporation dealing exclusively in light industrial goods.

我们是一家国营公司，专营轻工产品。

2. We are introducing ourselves as one of the leading exporters of the same line of business.

我们是同一业务范围内的主要出品商之一。

3. We have the pleasure of introducing ourselves to you as a state corporation specializing in the export of canned goods.

我们很荣幸地向你们自我介绍，我们专营出口罐头食品的一家国营公司。

4. We introduce ourselves as dealers in bicycles and spare parts. We have been in this line for over two decades.

我们是自行车和零部件的经销商，我们在这一行业已经做了 20 多年了。

5. Our corporation is specialized in handling the export business of textiles.

我们公司专营纺织品出口业务。

6. The main products our corporation deals in are electrical appliances.

我们公司经营的主要产品是电器。

7. Our company is mainly engaged in agricultural products.



我公司主要经营农产品。

8. We specialize in the export of table-cloths.

我们专营餐布的出品业务。

9. Our company mainly deals with the export business of silk goods.

我公司主要经营丝织品的出口业务。

10. Our specialization is the exportation of Chinese silk garments.

我们专门经营中国丝绸服装的出口业务。

(9)

1. Compared with the other brands, this kind of type costs less per mile and wears much longer due to its topnotch rubber.

与其它牌子相比,这种轮胎每公司损耗较少,也耐磨一些,因为它是一种流橡胶做成的。

2. This kind of type is characteristic of nonskid stops on wet roads.

这种轮胎的特点是在潮湿的路面上不打滑。

3. This material has a durable and easy to clean surface.

这种材料的表面耐用并易一地清洗。

4. This kind of air conditioning system is practical and economical for the needs of your company.

这种空调系统实用、经济、能满足贵公司的需要。

5. Our products are of superb quality as well as the typical oriental make-up.

我方产品,质量优良,具有典型的东方特色。

6. Our silk garments are made of super pre silk materials and by traditional silks.

我们的丝绸服装是用传统工艺做成的,采用的是高档真丝面料。



7. The garments are magnificent and tasteful and have a long enjoyed great fame both at home and abroad.

这些服装华丽、高雅、驰名中外，久享盛誉。

8. As our typewriters are made of light and hard alloy, they are both portable and durable.

我们的手提式打字机是用轻质硬合金制造的，故携带方便，经久耐用。

9. The hand bags we quoted are all made of the best leather and of various kinds of styles and colors in order to meet the requirements of all walks of life in your country.

我们所提的手提包均用最好的皮革制造，式样、颜色齐全，以适合贵国各阶层人士的需求。

10. As our product has all the features you need and is 20% cheaper compared with that of Japanese make, I strongly recommend it to you.

我们的产品具备了您所需要的各项特色，而且比日本产品便宜 20%，所以我们向您极力推荐。

(10)

1. This model of typewriter is efficient and durable, economical and practical for middle school students.

这个型号的打字机对中学生来说，高效、耐用、经济、实惠。

2. The computer we produced is characterized by its high quality, compact size, energy saving and is also easy to learn and easy to operate.

我们生产的计算机其特点是质量好，体积小，节能，而且易学好用。

3. They are not only as low-priced as the goods of other markers, but they are distinctly superior in the following respects.

它们不但和其它厂家的产品一样低廉，而且在以下几个方面有其独特的优越性。

4. You will get a 30% increase in production upon using this machine and also it allows one person to perform the tasks of three people.

一旦使用该机器，你们将会增产 30%，而且一个人可以顶 3 个人使用。

5. This product will pay its own way in a year.



该产品一年就可收回成本。

6. This machine will pay back your investment in six months.

该机器半年就可收回投资。

7. The new type of suitcase car designed by our engineers is very ingenious and practical.

我方工程师设计的新款行李车非常精巧、实用。

8. This kind of bicycle can be folded in half and handy to carry around, especially useful during traveling and traffic jams.

这种自行车可以折迭，携带方便，在旅行中或交通堵塞时特别有用。

9. The maximum speed of this kind of variable-speed bicycle is 30 km per hour.

这种变速车每小时的最大速度是 30km

10. These machines have few breakdowns and are easy to maintain because of their simple mechanical structure.

这些机器由于机械的构造简单，所以很少故障，易于保养。

(11)

1. We look forward to your settlement at an early date.

我方期待着贵方早日解决这一问题。

2. Your early settlement of this case will be appreciated.

如能早日解决这一问题，我方将不胜感激。

3. We hope that you can settle the claim as quickly as possible.

希望贵方能尽快解决索赔事宜。

4. We hope that there will be no repetition of this kind of trouble in the future.

希望类似的麻烦将来不再发生。

5. We expect that you will offer us a lower price as soon as possible.



期待贵方能尽快报一个更低的价格。

6. We hope that the matter can be brought to a satisfactory solution.

希望此事有一个圆满的解决。

7. I do hope this undesirable incident will not stand in the way of our future business.

我希望这件不愉快的事情不会影响我们今后的贸易。

8. We hope this matter will not affect our good relations in our future dealings.

我希望此事不会影响我们将来业务中的良好关系。

9. I wish that this business will bring benefit to both of us.

希望这笔生意对我们双方都会带来好处。

10. We hope this incident will not bring any harm to our pleasant relations.

我们希望此事不会给我们的良好关系带来任何损害。

(12)

1. I hope we can do business together, and look forward to hearing from you soon.

希望我们有合作机会，并静候您的佳音。

2. I hope that we can cooperate happily.

希望我们合作愉快。

3. I hope that we can continue our cooperation.

希望我们能继续合作。

4. We sincerely hope that this transaction will turn out to the satisfaction of both parties.

我们真心地希望这次交易能使我们双方都能满意。

5. We hope that this market trend will continue.

我方希望这种市场趋势能继续发展下去。



6. It is hoped that you would seriously take this matter into consideration and let us have your reply soon.

希望你方能认真考虑这件事，并尽快答复我们。

7. We hope that you will deal with our request earnestly.

希望能得到贵方的迅速答复。

8. We hope to receive your immediate answer.

希望得到贵方的迅速答复。

9. We are looking forward to having your early reply to this matter.

希望贵方对这件事能尽早答复。

10. We hope that this dispute can be settled through friendly negotiation without its being submitted for arbitration.

我方希望争方可以通过友好谈判加以解决，而不要仲裁。

(13)

1. We'd like to express out desire to establish business relations with you on the basis of equally, mutual benefit and the exchange of needed goods.

我方希望能在平等、互利、互通有无的基础上与贵司建立业务关系。

2. In order to extend our export business to your country, we wish to enter into direct business relations with you.

为了能在贵国拓宽我方的出口业务，我们希望能与你们直接建立业务关系。

3. Our hope is to establish mutually beneficial trading relations between us.

我们希望双方能建立互惠的贸易关系。

4. We look forward to a further extension of pleasant business relations.

希望我们之间友好的业务关系得到进一步的发展。

5. It's our hope to continue with considerable business dealing with you.



我方希望能够继续同贵方保持大量的业务往来。

6. We look forward to receiving your quotation very soon.

我方期待着尽快收到贵方的报价。

7. I hope you'll see from the reduction that we are really doing our utmost.

希望贵方能从这一降价中看出我方真的在尽最大的努力。

8. We hope to discuss business with you at your earliest convenience.

我们希望尽早与你方洽谈业务。

9. We wish to express our desire to trade with you in leather shoes.

我方希望能与贵方达成皮鞋贸易。

10. We look forward to your early and trust that through our mutual cooperation we shall be able to conclude this transaction with you in the near future.

我们盼望早日得到你方的答复，并相信通过相互合作，我们不久即可达成这笔交易。

