



TERMS & CONDITIONS OF PURCHASE

ORDERS ARE PLACED SUBJECT TO THE FOLLOWING CONDITIONS (Unless otherwise arranged)

- 1 No goods are to be supplied without our official order.
- 2 **Advice Notes** - To be sent same day as goods are despatched and must bear the Official Order Number, Number of Pieces, Description of Goods, Statement of Weight (if relevant), etc.
- 3 **Packages** - Orders are placed with the stipulation that no charge is made for packing cases or covering material but empties if of sufficient value will be returned carriage paid as soon as circumstances permit. In no instances should money values of packages be entered on invoices or monthly statements.
- 4 **Delivery** - Delivery must be effected within the time stated on Order failing which we reserve the right to purchase elsewhere.
- 5 **Carriage** - All goods to be delivered carriage paid to our chosen premises (unless agreed otherwise).
- 6 **Invoices** - All invoices must bear the Official Order Number or numbers and date and to be rendered promptly after goods are delivered.
- 7 Goods will not be accepted unless strictly in accordance with drawing or pattern if send and otherwise to specification and of first-class material and workmanship. No modifications to be made without our written authority and no increase in the arranged price can be considered unless our definite agreement in writing is obtained before the extra work is commenced. All subject to our authorised representative's inspection.
- 8 The price stated on our Official Order is final and no extra can be charged for advanced costs of materials, labour and other circumstances (unless otherwise specified on our official order).
- 9 Goods rejected will be returned to Sender Carriage Forward, or will lie at our premises or other place of delivery at suppliers risk and expense.
- 10 Sub-contractors to ourselves shall assume the same responsibility for workmanship and materials as we have to assume under the main contract.
- 11 Supplier shall indemnify us against any claim for royalties or damages in connection with patent rights.
- 12 Deliveries may be suspended at our request should a strike, accident or lock-out or other unforeseen circumstances render it necessary.
- 13 The Supplier undertakes to indemnify us against all claims and costs which may be incurred at Common Law, or under the Workmen's Compensation Act, in respect of any accident which may occur through the acts of the Suppliers and of the Supplier's employees whilst working at our, or our clients premises.
- 14 Quotation must include for any testing if specified and cover the cost of all pieces and certificates.
- 15 **Guarantee** - The supplier is to replace free of charge any or all items proving defective due to faulty material, workmanship or design, within the period of twenty-four months after delivery (unless agreed otherwise), allowance being made for fair wear and tear.
- 16 We take no responsibility for any goods delivered to us or for us, or work executed or said to be executed for us, unless an officially signed order bearing our Order Number can be produced to show that the work or goods as executed or delivered are in accordance with our Official Order.
- 17 **Inspection** - We and our customers' representative(s) reserve the right to expedite and inspect the items detailed on this Purchase Order at supplier's premises.
- 18 **Public Liability Insurance** - No contractor shall be permitted on to the Company's premises unless they have a minimum of £2,000,000 employee and Public Liability Insurance.
- 19 The company's Health and Safety Rules and regulations are to be observed whilst on site.
- 20 **Health and Safety at Work Act, 1974**, Section 6 of this act requires that this company ensure, so far as is reasonably practicable, that all substances, materials and articles in use within this establishment are without risk to health when properly used. Please ensure that product safety data for all such substances, materials and articles ordered is supplied with the items when they are delivered.