

Standard Conditions of Purchase

Definitions

"The Order" means the Purchase Order and any amendments thereto.

"The Supplier" means the person or company to whom this order is addressed.

"The Company" means G.W. Martin & Co. Ltd.

1. The Company will not be responsible for Goods supplied nor Accounts rendered unless an official Purchase Order has been issued.
2. The Company will not be liable for the costs of products or services which have not been approved or authorised by the Company.
3. Payment terms are 60 days net
4. Monthly statements required.
5. No charge will be allowed for packing or packing cases except where otherwise agreed.
6. All Goods must be delivered Carriage Paid to destination except where otherwise agreed.
7. Delivery must be On Time In Full based on the quantity and Due Date agreed on the Purchase Order. The quantity must not exceed that ordered.
8. Delivery will be accepted during the following hours only:- Monday to Thursday 07:30–17:00 and Friday 07:30-13:00, unless by prior arrangement

9. Quality

The Company reserves the right to reject any goods or material which are proven upon inspection or subsequently to be faulty or incorrect or do not conform to standard specifications or those specifications detailed in the order. Rejected goods may be:

- i. returned, debited and replaced or
- ii. at the Company's discretion and with the agreement of the supplier will be rectified by the Company and the cost of such rectification debited to the supplier.

10. Damage and Losses

Where the Company provides material and/or components to The Supplier these will be the responsibility of the Supplier until they are returned to the Company. Any damage or losses including wastage caused during the delivery of the Supplier's services will be charged at the full value to The Supplier at the Company's discretion.

11. Inspection Authority

The Inspecting Authority nominated in this order and/or the Company Quality Assurance Department retain the right of reasonable access to the Supplier works and the provision of such facilities as will enable them to inspect the goods/processes scheduled thereto as they may consider necessary.

12. Use of Information

All designs, drawings, specifications and information supplied in connection with the order must be restricted to use within your works and must not be disclosed to anyone other than your employees without the Company's written consent. They must be used solely for the purpose of manufacturing the articles deliverable against the order.

13. Quality Records

All Records/Tests etc which display quality achievement in connection with this purchase order, shall be retained by the Supplier for a minimum period of 13 years except where otherwise agreed.

14. Certificate of Conformance

When indicated on the purchase order, a Certificate of Conformity/Release Note, is required to accompany the Goods with each separate delivery made. The Company will not accept any charge for such documents.