

Standard Terms & Conditions for the Purchase of Goods

1. INTERPRETATION

1.1 In these conditions the following words shall have the following meanings:

the Company: Whitehead Building Services Ltd;

the Contract: the Order and the Seller's acceptance of the Order;

Goods: any goods agreed in the Contract to be purchased by the Company from the Seller (including any part or parts of them);

Order: the Company's written instruction to supply the Goods, incorporating these Conditions;

Seller: the person, firm or company who accepts the Company's Order.

1.2 In these conditions references to any statute or statutory provision shall, unless the context otherwise requires, be construed as a reference to that statute or provision as from time to time amended, consolidated, modified, extended, re-enacted or replaced.

1.3 In these conditions references to the masculine include the feminine and the neuter and to the singular include the plural and vice versa as the context admits or requires.

1.4 In these conditions the headings will not affect the construction of these Conditions.

2. APPLICATION OF TERMS

2.1 These conditions are the only conditions upon which the Company is prepared to deal with the Seller and they shall govern the Contract to the entire exclusion of all other terms or conditions.

2.2 Each Order for Goods by the Company from the Seller shall be deemed to be an offer by the Company to purchase Goods subject to these conditions and no Order shall be accepted until the Seller either expressly by giving notice of acceptance, or impliedly by fulfilling the Order, in whole or in part accepts the offer.

2.3 No terms or conditions endorsed upon, delivered with or contained in the Seller's quotation, acknowledgement or acceptance of order, specification or similar document will form part of the Contract and the Seller waives any right which it otherwise might have to rely on such terms and conditions.

2.4 These conditions apply to all the Company's purchases and any variation to these conditions shall have no effect unless expressly agreed in writing and signed by a Director of the Company.

3. QUALITY AND DEFECTS

The Goods shall be of the best available design, of the best quality, material and workmanship, be without fault and conform in all respects with the Order and specification and/or patterns supplied or advised by the Company to the Seller.

The Company shall be entitled to vary the quantity, quality, design or specification of the Goods (in each case known as a "Variation" after acceptance of the Order by the Seller, provided that in this case any adjustment to the price will be in accordance with the analogous rates or prices in the Order or in the absence of such analogous rates or prices at reasonable rates or prices as specified on a written Order amendment signed by the Company

If the Seller considers that such Variation will delay the delivery of the Goods the Seller shall within 7 days of receipt of the Variation advise the Company who, acting reasonably, shall fix a revised date or period for delivery of the Goods.

3.4 The Company's rights under these conditions are in addition to the statutory conditions implied in favour of the Company by the Sale of Goods Act 1979.

3.5 At any time prior to delivery of the Goods to the Company the Company shall have the right to inspect and test the Goods at all times.

3.6 If the results of such inspection or testing cause the Company to be of the opinion that the Goods do not conform or are unlikely to conform with the Order or to any specifications and/or patterns supplied or advised by the Company to the Seller, the Company shall inform the Seller and the Seller shall immediately take such action as is necessary to ensure conformity and in addition the Company shall have the right to require and witness further testing and inspection.

3.7 Notwithstanding any such inspection or testing, the Seller shall remain fully responsible for the Goods and any such inspection or testing shall not diminish or otherwise affect the Seller's obligations under the Contract.

3.8 If any of the Goods fail to comply with the provisions set out in condition 3 the Company shall be entitled to avail itself of any one or more remedies listed in condition 13.

4. INDEMNITY

The Seller shall keep the Company indemnified in full against all direct, indirect or consequential liabilities (all three of which terms include, without limitation, loss of profit, loss of business, depletion of goodwill and like loss), loss, damages, injury, costs and expenses (including legal and other professional fees and expenses) awarded against or incurred or paid by the Company as a result of or in connection with:

4.1 defective workmanship, quality or materials;

4.2 an infringement or alleged infringement of any intellectual property rights caused by the use, manufacture or supply of the Goods;

4.3 any claim made against the Company in respect of any liability, loss, damage, injury, cost or expense sustained by the Company's employees or agents or by any customer or third party to the extent that such liability, loss, damage, injury, cost or expense was caused by, relates to or arises from the Goods as a consequence of a direct or indirect breach or negligent performance or failure or delay in performance of the terms of the Contract by the seller.

5. PRODUCT LIABILITY INSURANCE

The Seller will take out and maintain product liability insurance for such sum as is reasonable given the nature of the Goods supplied.

6. DELIVERY

6.1 The Goods shall be packaged as necessary and delivered, carriage paid, to the Company's place of business or to such other place of delivery as is agreed by the Company in writing prior to delivery of the Goods. The Seller shall off-load the Goods as directed by the Company.

6.2 The Seller shall mark any Goods in accordance with any applicable laws or regulations and the requirements of the Company or any carrier and shall properly pack, label and secure them to ensure that they reach their destination without damage

6.3 The date and manner for delivery shall be specified in the Order, or if no such date or manner is specified then delivery shall take place within 28 days of the Order and in such manner as is appropriate taking into account the circumstances of the Contract.

6.4 The Seller shall provide at delivery to the Company all technical documents to enable the Company to use the Goods for their intended purposes.

6.5 The Seller shall invoice the Company upon, but separately from, despatch of the Goods to the Company.

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6.6 The Seller shall ensure that each delivery is accompanied by a delivery note which shows, inter alia, the order number, date of order, Seller's name and address, number of packages and contents and, in the case of part delivery, the outstanding balance remaining to be delivered.

6.7 Time for delivery shall be of the essence.

6.8 Unless otherwise stipulated by the Company in the Order, deliveries shall only be accepted by the Company in normal business hours.

6.9 If the Goods are not delivered on the due date then, without prejudice to any other rights which it may have, the Company reserves the right to:

(a) cancel the Contract in whole or in part;

(b) refuse to accept any subsequent delivery of the Goods which the Seller attempts to make;

(c) recover from the Seller any expenditure reasonably incurred by the Company in obtaining the Goods in substitution from another supplier; and

(d) claim damages for any additional costs, loss or expenses incurred by the Company which are in any way attributable to the Seller's failure to deliver the Goods on the due date.

6.10 If the Seller requires the Company to return any packaging material to the Seller that fact must be clearly stated on any delivery note delivered to the Company and any such packaging material will only be returned to the Seller at the cost of the Seller.

6.11 Where the Company agrees in writing to accept delivery by instalments the Contract will be construed as a single contract in respect of each instalment. Nevertheless failure by the Seller to deliver any one instalment shall entitle the Company at its option to treat the whole Contract as repudiated.

6.12 If the Goods are delivered to the Company in excess of the quantities ordered the Company shall not be bound to pay for the excess and any excess will be and will remain at the Seller's risk and will be returnable at the Seller's expense.

7. RISK/PROPERTY

The Goods shall remain at the risk of the Seller until delivery to the Company is complete (including off-loading and stacking) when ownership of the Goods shall pass to the Company provided that this is without prejudice to any rights which may accrue to the Company under the Contract.

8. PRICE

8.1 The price of the Goods shall be stated in the Order and unless otherwise agreed in writing by the Company shall be exclusive of value added tax but inclusive of all other charges.

8.2 No variation in the price nor extra charges will be accepted by the Company.

9. PAYMENT

9.1 The Company shall pay the price of the Goods within 60 days following the end of the month during which delivery of the Goods to the Company has been effected, but time for payment shall not be of the essence of the Contract.

9.2 Without prejudice to any other right or remedy, the Company reserves the right to set off any amount owing at any time from the Seller to the Company against any amount payable by the Company to the Seller under the Contract.

Payment shall be made in £ Sterling

The Company may retain from or set off against any monies due or becoming due from the Company to the Seller any monies due from the Seller to the Company or any of its subsidiaries whether relating to the Order or otherwise.

No payment made by the Company shall of itself be construed as acceptance of any Goods or that they meet the requirements of the Order and no payment shall in any way impair or restrict any rights or remedies the Company may have under the Order or otherwise.

10. INSPECTION AND ACCEPTANCE

10.1 The Seller shall provide the Goods in conformity with the Order. The Goods will be of satisfactory quality and fit for the purpose for which they are required.

10.2 The Goods shall be free from defects of any kind and equal in all respects to any sample previously provided by the Seller and approved by the Company.

10.3 The Company will inspect the Goods and assess whether they are in accordance with condition 10.1 within such time after delivery as the Company may consider reasonable. The Company reserves the right to reject the whole or any portion of the Goods during or following such inspection if they are not supplied in accordance with condition 10.1, and to recover from the Seller any payments made in respect thereof and any additional costs incurred by the Company in obtaining Goods which comply with condition 10.1. The Goods rejected shall be returned at the Seller's expense. The Company shall not be deemed to have accepted the Goods until a reasonable time after such inspection.

10.4 The Company shall have the right at its option to render non-compliant Goods into a condition meeting the requirements of condition 10.1 in which case the Goods shall be regarded as accepted, but the Seller shall be responsible for any costs or expenses incurred by the Company in bringing the Goods into a condition to ensure compliance with condition 10.1.

10.5 The Seller shall on request provide all reasonable facilities to enable the Company or persons authorised by the Company to inspect or test the Goods during or on completion of manufacture.

10.6 If it is found either during such inspection or testing that the Goods do not comply with the Company's requirements, the Company shall inform the Seller accordingly and the Seller shall take such steps as may be necessary to ensure such compliance.

10.7 The Seller warrants that the Goods shall in all respects conform with such relevant regulations as may have been made pursuant to the Consumer Protection Act 1987 at the time of delivery and shall otherwise conform with the standards and regulations of any government body or other regulatory body and any relevant requirements of any statute, statutory rule or order or other instrument having the force of law when the Goods are supplied.

11. CONFIDENTIALITY

The Seller shall keep in strict confidence all technical or commercial know-how, specifications, inventions, processes or initiatives which are of a confidential nature and have been disclosed to the Seller by the Company or its agents and any other confidential information concerning the Company's business or its products which the Seller may obtain and the Seller shall restrict disclosure of such confidential material to such of its employees, agents or sub-contractors as need to know the same for the purpose of discharging the Seller's obligations to the Company and shall ensure that such employees, agents or sub-contractors are subject to like obligations of confidentiality as bind the Seller.

11.2 Any information disclosed by the Seller relating to the supply of the Goods shall be deemed not to be confidential.

12. THE COMPANY'S PROPERTY

Materials, equipment, tools, dies, moulds, copyright, design rights or any other forms of intellectual property rights in all drawings, specifications and data supplied by the Company to the Seller or not so supplied but used by the Seller specifically in the manufacture of the Goods shall at all times be and remain the exclusive property of the Company but shall be held by the Seller in safe custody at its own risk and maintained and kept in good condition by the Seller until returned to the Company and shall not be

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disposed of other than in accordance with the Company's written instructions, nor shall such items be used otherwise than as authorised by the Company in writing.

13. TERMINATION

13.1 The Company shall have the right at any time and for any reason to terminate the Contract in whole or in part by giving the Seller written notice whereupon all work on the Contract shall be discontinued and the Company shall pay to the Seller fair and reasonable compensation for work-in-progress at the time of termination but such compensation shall not include loss of anticipated profits or any consequential loss.

13.2 The Company shall have the right at any time by giving notice in writing to the Seller to terminate the Contract forthwith if:

- (a) the Seller commits a breach of any of the terms and conditions of the Contract;
- (b) any distress, execution or other process is levied upon any of the assets of the Seller;
- (c) the Seller has a bankruptcy order made against him or makes an arrangement or composition with his creditors, or otherwise take the benefit of any statutory provision for the time being in force for the relief of insolvent debtors, or (being a body corporate) convenes a meeting of creditors (whether formal or informal), or enters into liquidation (whether voluntary or compulsory) except a solvent voluntary liquidation for the purpose only of reconstruction or amalgamation, or has a receiver and/or manager, administrator or administrative receiver appointed of its undertaking or any part thereof, or documents are filed with the court for the appointment of an administrator of the Seller or notice of intention to appoint an administrator is given by the Seller or its directors or by a qualifying floating charge holder (as defined in paragraph 14 of Schedule B1 to the Insolvency Act 1986), or a resolution is passed or a petition presented to any court for the winding up of the Seller or for the granting of an administration order in respect of the Seller, or any proceedings are commenced relating to the insolvency or possible insolvency of the Seller;
- (d) the Seller ceases or threatens to cease to carry on its business; or
- (e) the financial position of the Seller deteriorates to such an extent that in the opinion of the Company the capability of the Seller adequately to fulfil its obligations under the Contract has been placed in jeopardy.

The termination of the Contract, however arising, will be without prejudice to the rights and duties of the Company accrued prior to termination. The conditions which expressly or impliedly have effect after termination will continue to be enforceable notwithstanding termination.

Upon termination pursuant to this condition 13 the Seller hereby grants to the Company an irrevocable world-wide, royalty free, non-exclusive licence to use all information and intellectual property rights used by the Seller in relation to the Goods or their production which are not already the property of the Company.

13.5 Conditions 4, 5, 10, 11, 12, and 17 hereof shall continue to have effect notwithstanding termination of the Order.

14. REMEDIES

14.1 Without prejudice to any other right or remedy which the Company may have, if any Goods are not supplied in accordance with, or the Seller fails to comply with, any of the terms of this Contract the Company shall be entitled to avail itself of any one or more of the following remedies at its discretion, whether or not any part of the Goods have been accepted by the Company:

- (a) to rescind the Order;
- (b) to reject the Goods (in whole or in part) and return them to the Seller at the risk and cost of the Seller on the basis that a full refund for the Goods so returned shall be paid forthwith by the Seller;

(c) at the Company's option to give the Seller the opportunity at the Seller's expense either to remedy any defect in the Goods or to supply replacement Goods and carry out any other necessary work to ensure that the terms of the Contract are fulfilled;

(d) to refuse to accept any further deliveries of the Goods but without any liability to the Seller;

(e) to carry out at the Seller's expense any work necessary to make the Goods comply with the Contract; and

(f) to claim such damages as may have been sustained in consequence of the Seller's breach or breaches of the Contract.

15. ASSIGNMENT

15.1 The Seller shall not be entitled to assign the Contract or any part of it without the prior written consent of the Company.

15.2 The Company may assign the Contract or any part of it to any person, firm or company.

16. FORCE MAJEURE

The Company reserves the right to defer the date of delivery or payment or to cancel the Contract or reduce the volume of the Goods ordered if it is prevented from or delayed in the carrying on of its business due to circumstances beyond the reasonable control of the Company including, without limitation, acts of God, governmental actions, war or national emergency, acts of terrorism, protests, riot, civil commotion, fire, explosion, flood, epidemic, lock-outs, strikes or other labour disputes (whether or not relating to either party's workforce), or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials.

17. GENERAL

17.1 Each right or remedy of the Company under the Contract is without prejudice to any other right or remedy of the Company whether under the Contract or not.

17.2 If any provision of the Contract is found by any court, tribunal or administrative body of competent jurisdiction to be wholly or partly illegal, invalid, void, voidable, unenforceable or unreasonable it shall, to the extent of such illegality, invalidity, voidness, voidability, unenforceability or unreasonableness, be deemed severable and the remaining provisions of the Contract and the remainder of such provision shall continue in full force and effect.

17.3 Failure or delay by the Company in enforcing or partially enforcing any provision of the Contract will not be construed as a waiver of any of its rights under the Contract.

17.4 Any waiver by the Company of any breach of, or any default under, any provision of the Contract by the Seller will not be deemed a waiver of any subsequent breach or default and will in no way affect the other terms of the Contract.

17.5 The parties to this Contract do not intend that any term of this Contract will be enforceable by virtue of the Contracts (Rights of Third Parties) Act 1999 by any person that is not a party to it.

17.6 The formation, existence, construction, performance, validity and all aspects of the Contract shall be governed by English law and the parties submit to the exclusive jurisdiction of the English courts.

17.7 The Seller shall have no right or remedy pursuant to any provision of these terms, whether by adjustment to the price or by adjustment to the delivery dates or in damages at common law or in tort or pursuant to any theory of law to the extent that any matter listed in Schedule 1 (Notifiable Diseases) and/or Schedule 2 (Causative Agents) of the Health Protection (Notification) Regulations 2010 has any affect, whether direct or indirect, on the price or delivery dates.

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