# TERMS AND CONDITIONS (SALE OF GOODS AND SERVICES)

# DEFINITIONS

onditions the following words shall have the following meanings:means Pentel Contracts Limited (Company Number: 229309)
means the subject matter of the Contract including the raw materials, finished or semi-finished materials or articles and any goods supplied in substitution for or in replacement of or in addition thereto and any services connected with the sale of Goods described in the Order or in any specification of the Customer Whichever shall be accepted by the Company,
means any agreements between any Company and the Customer of which these Terms and Conditions form part.
means the individual tim partnership company or other body however constituted acting as the buyer of Goods to be supplied either directly or indirectly or Orderwise by the Company.
means any order of Goods placed with the Company in the Customer of Conditions or the Customer of Conditions or the Company of Conditions or the Customer of Customer or the Customer of Conditions

"Contract" "Customer

"Order

### CONTRACT

CONTRACT
These Conditions alone shall govern and be incorporated in every Contract. They shall apply in place of and prevail over any terms or conditions, (whether or not in conflict or inconsistent with these Conditions), contained or referred to in any documentation submitted by the Customer or in correspondence or desiveneer implicately prade, existent, practice or course of dealing unless specifically excluded or varietin writing by a director or their authorised representative of the Company and any purported provisions to the contrary are hereby excluded or estinguished.

If, subsequent to any contract of sale which is subject to these Conditions, a contract of sale is made with the same Customer without reference to any conditions of sale or purchase such Contract howscover made shall be deemed to be subject to these Conditions. A quastion by the Company contract of sale or any time prior to the Company's acceptance of the Customer's Order.

Any Order issues of the Customer's Order.

Any Order issues of the Customer's order once acceptance by the Company.

Any Order issues of the Customer's order once acceptance by the Company without the written consent of the Company and the Customer willin any event be liable to the Company for all expenses or loss (including loss of profit) incurred by the Company in relation to any such cancellation.

Acceptance by the Customer of delivery of the Goods shall (without prefudice to the other provisions of this Condition 2 or any other manner in which acceptance of these Conditions may be evidenced) be deemed to constitute unqualified acceptance of these Conditions. (1)

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### DESIGNS AND DRAWINGS

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AND DRAWINGS
Company prepares designs or drawings at the request of the Customer,:
Customer shall approve such designs and drawings in writing and until such approval has been received by the Company, the Company shall under no liability to the Customer and any date for which the Goods have been specified for delivery shall not be binding on the Company;

(b) ctions to Goods required by the Customer following inspection and approval of proofs by the Customer shall be at the Customer's expense

and will be charged for separately.

the goods are manufactured to designs submitted by the Customer the Company shall be under no liability for the correct functioning of the

Where the goods are manufactured to designs submitted by the Customer the Company shall be under no liability for the correct functioning of the Goods.

In respect of any third parties dealing with the Goods the Customer shall be responsible and undertake that the Goods are safe and without risk to health when properly used and compyly in all respects with relevant statutes regulations by be-laws and standards in force at the date of delivery including without prejudice to the generality of the foregoing the Factories Act 1961 (as amended) and the Customer shall supply in respect of the Goods such information about the use of them as complies with the Health and Safety at Work Act 1974 (a ray amendments made thereto or changes or variations thereto at the date of the Contract and the proper evidence of all tests and examinations and the Customer's Folder must be accompanied by sufficient detailed technical information to enable the Company to proceed with the Order forthwith. The Company is entitled to assume that all drawings descriptions specifications and other information supplied by the Customer to the Company whether written or verbal in all respects is completely accurate and in accordance with the Customer's requirements and the Company and the Company accepts no responsibility for any errors omissions or other defects in any drawings, designs or specifications not prepared by the Company and the Company and the Company and the Company shall not be responsible for the suitability or quality of the Goods.

All drawings, designs, specifications and ordinaries incurred by the Company shall not be responsible for the suitability or quality of the Goods.

All drawings, designs, specifications and information specifications the Company shall not be responsible for the suitability or any errors and any and the Company shall not be described by the Company shall not be described by the Company is an administration of the Company shall not be described by the Company and and incurred and shall not be described t

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affect the validity of the Contract.

### PRICES

PRICES

Unless otherwise stated all prices quoted are based on current material costs and operating costs (including wages) at the date of quotation but the Company reserves the right at any time prior to delivery of the Goods or provision of services to adjust the price to take account of any increase in the cost of raw materials labour services or any currency fluctuations affecting the cost of imported materials labour services or any currency fluctuations affecting the cost of imported materials glaing to the manufacture transportation. There shall be added to the price for the Goods or Services any value added tax and any other tax or duty relating to the manufacture transportation export import sale provision or delivery of the Goods or Services (whether initially charged on or payable by the Company or the Customer). Unless otherwise stated, the price does not include packing and delivery nor insurance but quotations in respect of packing, delivery and insurance can be obtained on request from the Company.

In the event that information given by the Customer to the Company differs from that on which the Contract is based and involves the alteration of the Contract the Company may increase the price quoted therein to cover any increase in costs that the alteration may incur and amend the delivery date. If after the Company has accepted an Order the Company requires any alteration in the Goods, the cost of such alteration shall be paid by the Customer to the Company or demand. **4.** (1)

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TERMS OF PAYMENT
Unless otherwise agreed in writing all sums become due and payable in accordance with the Contract under these Conditions and shall unless otherwise agreed in writing be made in full without any deduction or set-off writin thirty days after the month in which an invoice is rendered by the Company unders specific agreement as to payment has been reached between the Company and the Customer.
When deliveries or individual jobs making up the Goods or services are spread over a period each consignment or job will be invoiced as despatched or completed and each month's invoice will be treated as a separate account and be payable accordingly.
Time for payment shall be of the essence of all Contracts between the Customer and the Company to which these Conditions apply. The Company reserves the right to suspend the provision of Goods to the Customer where any amounts are overdue under any contract with the Customer until all such amounts have been paid.

The Company reserves the right to charge interest at 4% over Barclays Bank job base rate (applying at the time) on all overdue accounts such interest being deemed to accrue on a day to day basis from the due date for payment until receipt by the Company of the full amount whether before or after judgment. (4)

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being deemed to accrue on a cary to cary uses in non-use use uses to payment units to expect the control of the case of failure to pay for any Goods or The Compression of the Case of the

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DeLIVERY, INSTALLATION OR COMPLETION
The delivery or completion date specified in any quotation, Order or the Contract is approximate only and not of any contractual effect and unless otherwise expressly stated time is not of the sesence for delivery or completion of any Contract to which these Conditions apply and shall not be made so by the service of any notice.

The Company will use all reasonable endeavours to deliver the Goods or complete the services by the date or dates agreed between the parties but the Customer shall not be entitled to refuse delivery on accounts of any delays.

Delivery shall be at the Customer's premises unless otherwise setipulated or agreed by the Company. The cost of delivery shall be included in the price but the Company shall make an additional change for delivery in the United Kingdom otherwise than by its normal carrier or for express delivery. Unless of the Company shall make an additional change for delivery in the United Kingdom otherwise than by its normal carrier or for express delivery. Unless of the Company shall make an additional change for delivery in the United Kingdom otherwise than by its normal carrier or for express delivery. Unless of the Company shall make an additional change for delivery in the United Kingdom otherwise than by its normal carrier or for express delivery. The Company shall make an additional change for delivery in the United Kingdom otherwise than by its normal carrier or for express and the Company against an additional change for delivery in the United Kingdom otherwise than by its normal carrier or for express and the Company against and and all claims its belief to express a delivery of the United Kingdom otherwise than by its normal carrier of the Company against and the Contract or any reason beyond its control including (but without ilmitation) Act of God, legislation, war, fire, drought, failure of power supply, lock-out, strike or other action taken by employees in contemplated of uttracted or a trade dispute or owing to any inabilit

incurried as a result of such refusal or faulte and 7 days after deemed receipt by the Customer of such notice the Company shall be entitled but not obliged at the Company's option either to:

(a) deliver the Goods to the Customer, or

(b) dispose of the Goods after best price reasonably obtainable but if the Goods are not easily realisable then in any way.

If the Customer wishes to postpone the delivery of the Goods or commencement of the services a new date for commencement must be agreed in writing with the Company which is mutually acceptable for both sides. Any delay in reaching such agreement shall not preclude the Company from seeking payment of Goods which are ready for installation and have not been installed because the Customer has postponed the commencement of the

services.

The delivery dates from acceptance of Order shall be extended in the event of late delivery of technical information drawings specifications or models by the Customer and in the event of any alteration in the Goods quoted for being required by the Customer or upon the delay by the Customer in paying any installment of purchase price to the Company.

Where the Contract includes delivery.

(a) Any claim for non delivery must be made in writing to both the carriers and the Company within 10 working days of advice note or within such period as may be specified by the carrier, whichever is shorter.

(b) Any claims in respect of Goods damaged in transit or shortages in delivery must be made to both the carriers and the Company within 3 working

(b) Any claims in respect to 100005 beininger in the control of th

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RISK & TITLE TO GOODS
Risk in this Goods shall pass to the Customer on delivery to the Customer or its agent or other person to whom the Company has been authorised by the Customer to deliver the Goods or immediately prior to loading where the Goods are being collected by the Customer in deliver the Goods or immediately prior to loading where the Goods are being collected by the Customer in servants or agent from the Company's premises.

Any property of the Customer in or under the Company's possession or cortrol and all propenty supplied to the Company on behalf of the Customer shall be held by the Company at the Customer's risk.
From the time of delivery until property in the Goods passes to the Customer in accordance with the remaining provisions of this Condition 7 the Customer shall insure the Goods for their full value with a reputable insurance company. Upon request, the Customer shall use reasonable endeavours to have the Company si interest in the Goods noted to the insurance policy. Until property in the goods passes to the Customer the Customer shall hot the proceeds of any claim on such insurance policy on trust for the Company and shall forthwith account to the Company with such proceeds. Notwithstanding sub clause (1) above legal ownership of the Goods shall remain with the Company with such proceeds. Notwithstanding sub clause (1) above legal ownership of the Goods shall remain with the Company with such proceeds. Notwith the Company with such proceeds. Notwithstanding for four the Company on any account and in the meantime the Company in respect of the Goods delivery under the Contract ownership of the Goods shall remain with the Company as afforsaid until payment has been received in full by the Company in respect of the Goods delivery under the Contract ownership of the Company on any account and in the meantime the fluctuary relationship shall subsist.

The Customer administration with the Company as afforsaid until payment has been received in full line respect of all other sums due from the (3)

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Company;
(d) notify the Company forthwith upon the happening of any of the events set out in Condition 13; and
(e) give the Company such information relating to the Goods as the Company may from time to time require.
As long as title to the Goods remains with the Company the Customer may not encounter them or purpor to transfer title to them for security purposes.
The Customer shall immediately notify the Company by registered or recorded delivery letter if a third party attempts to seize or exercise any lien over
the Goods. The Customer shall be art the cost of any action resulting from such attempts as eizerue or lien.

At any time when the Company has title to the Goods it may by notice in writing to the Customer to be given by posting to or leaving at the Customer address determine the Customer's right to sell and to have possession of the Goods and at any time after giving of such notice the Customer hereby received by all the customer's given to sell and to have possession of the Goods and at any time after giving of such notice the Customer hereby received by all the customer's given to the company and/or his representatives to entire using a given and any access to the propose of imposting and/or repossessing the Goods and subsequently reselling them. The Customer undertakes to give the Company access to its premises and to the Goods and to enable the Company has business hours for the purpose of imposting and or repossessing the Goods and subsequently reselling them. The Customer undertakes to give the Company access to its premises and to the Goods and to enable the Company is consistent and licence shall continue to subsist notwithstanding the termination for any reason of any contract which is subject to these Conditions and is without prejudice to any accrued rights of the Company under such contracts or otherwise.

The Company reserves the right to repossess and re-sell any Goods to which it has retained tille and the Company's consent to the Customer's possession of the Goods and any right the Customer may have to possession of the Goods and any right the Customer may have to possession of the Goods and the properties of a supplied to the Customer's possession of the Goods and the properties of any contract with the Company.

The Customer shall make available to the Company the Land Certificate for the purpose of effecting any entry under the Land Registration Legislation. The Customer shall make available to the Company. The Company however shall be legally and beneficially entitled to the proceeds of sale are kept by or no heliand of the Customer and the Substandard of the Company is to determine the American an

### LIABILITY

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unipany shall not be liable to the Customer.

for non-delivery unless a written claim is received by the Company within 3 days from the date of the Company's invoice or advice note whichever is the earlier;

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a) for non-delivery unless a written claim is received by the Company within 3 days from the date of the Company's invoice or advice note, whichever is the earlier;
b) for shortages in quantity delivered in excess of those permitted by Condition 6 unless the Customer notifies the Company of any claim for short delivery within five days of receipt of any Goods;
c) for damage to or loss of the Goods or any part of them in transit (where the goods are carried by the Company's own transport or by a carrier on behalf of the Company) under shall notify the Company of any such claim within five days of receipt of the goods or the scheduled date of delivery whichever shall be the earlier;
for defects in the Goods caused by fair wear and tear, abnormal or unsuitable conditions or storage or use or any act, neglect or default of or other defects in the Goods caused by fair wear and tear, abnormal or unsuitable conditions or storage or use or any act, neglect or default of or other defects in the Goods caused by fair wear and tear, abnormal or unsuitable conditions or storage or use or any act, neglect or default of or other defects in the Goods unless notified to the Company within 7 days of receipt of the Goods by the Customer or where the defect would not be apparent or researchable inspection within 3 months of delivery.

Where lability is accepted by the Company under Condition 8(1) the Company's only obligation shall be at 8s option to make good any shortage or non-deliveryand/or as appropriate for peace or repair any Goods found to be damaged or defective and/or for refull the cost of such Goods to the Customer.

The Company's against any road stains and costs starting out of such claims to the identity of the cost of such Costs the Customer's the Indemnty the Company against any and all claims and costs starting out of such claims to the form of the cost of such Costs and the cost s of occurrences.
ect to this condition 8all conditions warrantiles and representations expressed or implied by statute common law or otherwise in relation to the Goods are hereby

all conditions warranties and representations expressed or implied by statute common law or otherwise in relation to the Goods are hereby excluded;
the Company shall be under no initiality to the Quisomer for any less damage or injury, diect or indirect, resulting from det exis in design, materials or workmanship or otherwise however arising (and whether or not caused by the negligence of the Company lis employees or agents):
or workmanship or otherwise however arising (and whether or not caused by the negligence of the Company lis employees or agents):
or workmanship or otherwise however arising (and whether or not caused by the negligence of the Company lis employees or agents):
which party claims.
elation to Goods not of the Company's manufacture (including but not limited to parts and components supplied by other of Goods mandarured by Company) the Company shall so far as it is able to do so give the Customer the benefit of any express guarantee or warranty by the manufacturer or piler of such Goods and of any other rights which the Company has against the manufacturer or supplier.
I we event of any claim under the freeging warranty or under any condition or warranty implied by law or under any other express condition warranty ustrantee the following provisions shall apply:

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(c) the Godos to be repaired or relatives a small own facility of the Godos to be repaired or relatively shall also be at the Customer's expense.

(d) exchanged Godos will become the property of the Company.

The Customer shall be responsible for ensuring the safety of such parts of the site and premises in its ownership or control which the Company is given access to in order to execute the Contract except to the existent that the Company accepts such responsibility which is limited to:

the services including plant to tools and equipment necessary to carry out the Contract which are provided by the Company or its authorised sub-(8)

access to in order to execute the Contract except to the extent that the Company accepts such responsibility which is limited to:

(a) the services including plant tools and equipment necessary to carry out the Contract which are provided by the Company or its authorised subcontactors.

(b) the works executed in accordance with the Contract.

The Company's prices are determined on the basis of the limits of liability set out in this Condition. The Gustomer may by written notice to the Company
request the Company to agree a fulpher limit of liability provided insurance cover can be obtained for such higher limit. The Company shall effect
insurance up to such limit and the Gustomer shall pay upon demand the amount of any and all premiums. The Customer shall disclede such information.

The Company and its authorised sub-contractors will insure themselves severally in the sum specified in the Contract (or otherwise for E1 million) against
the acts or defaults of their respective employees in connection with the Contract.

The Customer will ensure that the Company is given full and proper access of the site and premises specified in the Contract in order that the Company
may use all necessary plant tools and equipment to carry out the Contract and bring the Goods onto the site without hindrance or interference.

CUSTOMERS MATERIAL

The Company shall not be liable for any faults or defects to the Goods arising out of the use of Customer's materials. No guarantee or warranty is given but subject to availability of capacity and facilities of the Company will endeavour to correct any such faults or defects at the Customer's expense and

## DRAWINGS AND INFORMATION

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information supplied on the dustinet is strain throughted in the company and strain for only part of the Company without the previous consent in writing or originate with a third party the content thereof nor any particulars of the Goods supplied by the Company without the previous consent in writing to any event of it coming to the notice of the Company that any work done or any Goods to be supplied under this Contract infringe or are alleged to infringe any pattern registered design copyright or other rights in the manufactured Goods then the Company shall the right to cease the manufacture of these Goods and shall retain the title to such Goods as have been manufactured and the Customer shall indemnify the Company against all claims that might be made by any preson against the payments asking therefrom and shall pay to the Company the value of the work done on and used in the manufacture of the Goods prior to such cessation or manufacture.

If any licence or consent of any operament or other authority shall be required for the acquisition, carriage or use of the goods by the Customer the Customer shall obtain the same at its own expense and if requested produce evidence of the same to the Company on demand. Failure to obtain any licence or consent shall not entitle the Customer to withhold or delay payment of the price. Any additional expenses or charges incurred by the Company resulting from such failure shall be for the Customer's account.

STRUCTURE
The Customer shall ensure that any structure to which the Goods are to be annexed and upon which any services to be provided by the Company shall be correctly designed and soundly constructed and suitable for the purpose of annexure. It is the responsibility of the Customer to bring to the attention of the Company any concealed services prior to any goods being annexed to the structures concerned. SITE PREPARATION

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SITE PREPARATION
If Goods are installed by the Company the Customer must allow the Company reasonable unrestricted access for such installation during normal working hours or as specified in the particular contract.
It shall be the responsibility of the Customer to give to the Company sufficient notice in writing that the site is ready for work and that the Goods to be provided may be installed or erected.
In the event that the Company shall be called to the site the Company shall not be able to carry out its obligations under this Contract or while the Company is on site the provision of services by the Company is delayed by a cause outside the control of the Company then in either of such cases the Coustomer shall reinfluence the Company at the appropriate chargeable rate in respect of all labour materials transportation costs incurred or wasted.

TERMINATION

If he Customer (being an individual) enters into a voluntary arrangement or if a petition is presented for the making of a bankrupicy order against him or if he compounds with his creditors or if (heing a company) an application for an order is made or a resolution is passed for the winding-up of the Customer otherwise than for the purposes of amalgamation or reconstruction (previous)x approved in writing by the Company) or if a meeting is called to approve the appointment of a laquidation to resented to the Customer or administrative receiver or administrator is appointed or a petition is presented to the Customer to appoint or the Customer to the Customer or administrator is appointed or a petition is presented to the Customer to appoint a receiver, manager, administrative receiver or administrator or receiver or administrator is appointed or a petition is presented to the Customer to appoint a receiver, manager, administrative receiver or administrator or which might entitle the Customer to appoint a receiver, manager, administrative receiver or administrator or which might entitle the Customer and the Customer takes or suffices any smiler or analogous action in consequence of debt or commiss breach of any Curtact where the Company and the Customer the Company may without preducted orany of its other rights sub pay (Social to intensit and or suspend further deliveries to the Customer and/or by notice in writing to the Customer terminate any Contract with or any for store in propay shall become immediately due and payable and the Company shall be relieved of any further deligation to supply any Goods to the Customer pursuant to each contracts. (2)

## ENTITLEMENT TO ASSIGNMENT mpany shall be entitled to assign or sub-contract this Contract or any part hereof. Failure by the Company to enforce any of these terms or one shall not be construed as a waiver of any of its rights hereunder.

LIEM
The Company shall be entitled to a general lien on all goods and property owned by the Customer in the Company's possession (although the Customer may have paid for the same in fulf) in satisfaction of the whole or part as the case may be of the unpaid price of any Goods sold and delivered to the Customer under any Contract. The Company shall be entitled to offset any sum or sums owing to it from the Customer against any sums owed by the Customer to the Company.

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HEADINGS
The headings of these Conditions do not form part of the Conditions and shall not affect their interpretation.

### NON PERFORMANCE BY THE BUYER 17

The Company reserves the right to cancel and/or delay performance of any Contract in the event of material or persistent non-performance by the Custom to any contract between the Customer and the Company.

SEVERABILITY

If any of these Conditions are held to be invalid, illegal or unenforceable in any respect whether in whole or in part such invalidity, illegality or unenforceablity shall not prejudice the effectiveness of the rest of these Conditions or the remainder of any part of a Condition affected. Failure by the Company to exercise or enforce any rights under any contract subject to these Conditions shall not be deemed to be a waiver of any such right nor operate so as to bar the exercise or enforcement of such right at any time thereafter.

NUTICES

Any notice herunder shall be in writing and be deemed to have been duly given if delivered personally or sent by pre-paid first class post (airmall if address outside the United Kingdom) telex or telefax to the party concerned at its last known address. Notices delivered personally shall be deeme have been given when delivered, notices sent by lifest class post shall be deemed to have been given within 48 hours of posting (fourteen days if give airmall) and notices sent by telex or telefax shall be deemed to have been given on the date of despatch. The Customer must within 14 days advise Company of any change of address.

JURISDICTION
The validity construction and performance of this Contract shall be governed by the Laws of England and Wales and the Customer and the Company submit to the Non Exclusive jurisdiction of the English Court.