

1. Definitions

Agreement means the Purchase Order and these General Conditions.

Bankruptcy Act means the Bankruptcy Act 1966 (Cth).

Claim means any claim, action, proceeding or demand, however it arises and whether it is present or future, fixed or unascertained, actual or contingent.

Corporations Act means the Corporations Act 2001 (Cth).

Delivery Address means the location stated in Purchase Order.

General Conditions means this document.

Goods means the goods described in the Purchase Order.

Head Contract means the contract between MINPROVISE and their end client.

Insolvency Event means any of the following events occurring in relation to a party:

- a) a liquidator, receiver, receiver and manager, administrator, official manager or other controller (as defined in the Corporations Act), trustee or controlling trustee or similar official is appointed over any of the property or undertaking of the party;
- b) the party or the party's property or undertaking becomes subject to a personal insolvency arrangement under part X of the Bankruptcy Act or a debt agreement under part IX of the Bankruptcy Act;
- c) the party is unable to pay its debts when they fall due or is unable to pay its debts within the meaning of the Corporations Act, or is presumed to be insolvent under the Corporations Act; or
- d) an application or order is made for the liquidation of the party or a resolution is passed or any steps are taken to liquidate or pass a resolution for the liquidation of the party, otherwise than for the purpose of an amalgamation or reconstruction.

Price means the price of all Goods and Services as detailed in the Purchase Order.

MINPROVISE means MINPROVISE International Pty Ltd (ACN 167 931 768 / ABN 65 167 931 768).

MINPROVISE Representative means the person issuing in the Purchase Order.

Purchase Order means the written and numbered order issued by the MINPROVISE to the Supplier for the supply of goods or services or both.

Services means the services, if any, described in the Purchase Order.

Supplier means the person to whom the Purchase Order is issued as detailed.

Taxes includes any tax, levy, duty, charge, impost, fee, deduction or withholding however it is described, that is assessed, levied, collected or imposed by law or by a government agency, together with any related interest penalty, fine or other charge, or other amount imposed in respect of any of the above.

2. Supply of the Goods and Services

2.1. The Supplier must supply the Goods and Services to MINPROVISE in accordance with the Agreement.

2.2. This Agreement does not prevent MINPROVISE or Supplier from entering into agreements with third parties for the supply of equivalent or similar goods or services.

3. Quantity

3.1. The quantity of Goods and Services supplied must not be less than the amount specified in the Purchase Order unless directed in writing by MINPROVISE.

3.2. The quantity of Goods and Services supplied must not exceed the amount specified in a Purchase Order.

3.3. Where excess Goods or Services are supplied, MINPROVISE may:

- a) return excess Goods to the Supplier at the Supplier's cost; and
- b) refuse to pay for the excess Services.

4. Price and Payment

MINPROVISE agrees to pay the Supplier the Price for the Goods and Services.

4.1. The Price is inclusive of all costs incurred by the Supplier in respect of:

- a) supplying the Goods and performing the Services (including packaging, packing, insurance and delivery of the Goods) in accordance with the Agreement; and
- b) GST and all other Taxes.

- 4.2. The Price may not be increased unless MINPROVISE gives its prior written consent.
- 4.3. All claims for payment must be properly invoiced and submitted in accordance with the schedule for payment claims detailed in the Purchase Order.
- 4.4. Not Used
- 4.5. All payments will be made 30 days from the end of month the invoice is received or otherwise agreed in accordance with the terms of the Agreement, including as to currency.
- 4.6. MINPROVISE shall not be liable for any invoice received more than 60 days from the provision of the Goods or Services.
- 4.7. A tax invoice will only be accepted if:
 - a) The invoice is emailed to: accounts@minprovise.com.au;
 - b) A valid purchase order number is quoted; and
 - c) It provides a clear description of the goods and services provided.
- 4.8. Payment terms will commence on receipt of a valid tax invoice.

5. Delivery and Performance

- 5.1. The Supplier must:
 - a) supply all labour, tools, equipment and materials necessary to complete the work;
 - b) not impede or interfere with other work in progress at MINPROVISE's site; and
 - c) at its own expense, obtain and comply with all requisite licences and permits required to supply the Goods and Services; and
- 5.2. The Supplier must comply with:
 - a) the Purchase Order terms concerning packaging of, and times, method and place of delivery of the Goods as detailed; and
 - b) the Purchase Order terms concerning times and place for performance of the Services; and
 - c) all other terms of the Agreement.
- 5.3. MINPROVISE shall be entitled to return Goods to the Supplier at the Supplier's cost and withhold payment for Goods if:
 - a) delivery is not made within the time specified in the Purchase Order or such other time as has been agreed in writing with MINPROVISE; or
 - b) the Goods or Services are not in accordance with the warranties in clauses 6.3 or 6.4 of the General Conditions.
- 5.4. In respect of all Goods supplied, the Supplier must provide a delivery docket detailing:
 - a) a full description of the Goods;
 - b) the quantity of Goods;
 - c) any Goods on backorder; and
 - d) the Purchase Order number.

6. Safety and environment

- 6.1. The Supplier must comply with:
 - a) all laws relating to health, safety and the environment in supplying the Goods and Services;
 - b) all policies and procedures notified in writing to the Supplier, of MINPROVISE and MINPROVISE's client relating to health, safety and the environment; and
 - c) all reasonable directions and orders of MINPROVISE and MINPROVISE's client relating to health, safety and the environment.
- 6.2. The Supplier must ensure that:
 - a) its personnel attend any inductions or training which MINPROVISE requires them to attend;
 - b) it advises MINPROVISE immediately and, if requested, provide a report if they believe that there are unsafe work practices, or unsafe plant and equipment or premises at which they have to work;
 - c) any accident or incident which involves, or could have involved, exposure of persons to risk to their health and safety and any property damage is reported immediately to MINPROVISE and detailed information is provided in accordance with timeframes advised by MINPROVISE.

7. Warranties

- 7.1 The Supplier warrants that the Goods are free and clear of all liens and encumbrances and that the Supplier has a good and marketable title to them.
- 7.2 The Supplier warrants that the Goods and Services:
- a) match the description in the Purchase Order and are manufactured or performed in accordance with the specifications provided by MINPROVISE;
 - b) in the case of Goods, are of merchantable quality, being free from defects in materials, workmanship and design (if design is provided by the Supplier) and unless otherwise stated in the Purchase Order, must be new;
 - c) in the case of Services, are in accordance with standards, practices and methods generally followed by and that degree of skill and diligence that would ordinarily be expected of a skilled and experienced Supplier;
 - d) are fit for the purpose for which Goods and Services of the same kind are commonly supplied and any other purposes described in the Purchase Order or which MINPROVISE otherwise makes known to the Supplier;
 - e) are of an equal standard to any sample or demonstration provided by the Supplier;
 - f) do not, and MINPROVISE's use will not, infringe any patent, copyright, moral right, design or trademark;
 - g) comply with all applicable laws, regulations, licenses, permits and approvals and any relevant Australian Standard.
- 7.3 Where Goods or Services breach the warranties under clauses 7.1 or 7.2, MINPROVISE may, at its sole discretion:
- a) in the case of Goods, return the Goods to the Supplier at the cost of the Supplier and withhold payment for the returned Goods; and
 - b) in the case of Services, refuse payment for the relevant portion of the Services.

8. Inspection, Acceptance and Defects

- 8.1 MINPROVISE may at any time during manufacture, or delivery of the Goods and performance of the Services, inspect the Goods and Services.
- 8.2 Inspection of the Goods and Services shall not relieve the Supplier of its obligations under this Agreement or prejudice MINPROVISE's rights or remedies.
- 8.3 MINPROVISE will not be deemed to have accepted any Goods or Services until MINPROVISE has had a reasonable time to inspect the Goods after delivery and/or the Services after performance. Payment for the Goods and Services or the signing of delivery receipts before inspection does not constitute acceptance of the Goods or Services.
- 8.4 For a period of 12 months from when the Goods were delivered or Services were completed, the Supplier must immediately replace, repair or re-perform any Goods and Services (as applicable) that MINPROVISE reasonably considers are defective or not in accordance with this Agreement.
- 8.5 If the Supplier fails to comply with clause 8.4, MINPROVISE may:
- a) replace, repair or re-perform the defective Goods and Services (as applicable); or
 - b) engage a third party to replace, repair or re-perform the defective Goods and Services (as applicable).
- 8.6 The Supplier must bear all costs incurred by it or MINPROVISE in the replacement, repair or re-performance of defective Goods and Services pursuant to the Agreement.

9. Title and risk in Goods

- 9.1 Title to and property in Goods passes to MINPROVISE upon payment.
- 9.2 Notwithstanding clause 9.1, if:
- a) the Supplier is responsible for delivery of any Goods, then risk in those Goods remains with the Supplier until MINPROVISE inspects and accepts delivery of them; and
 - b) if the MINPROVISE is responsible for delivery of any Goods, then risk in those Goods remains with the Supplier until MINPROVISE's representative takes possession of them.
- 9.3 The risk of loss of the Services remains with the Supplier until MINPROVISE inspects and accepts the Services.

10. Termination

- 10.1 MINPROVISE may terminate the Agreement immediately, on written notice to the Supplier, if:
- a) an Insolvency Event occurs in respect of the Supplier;
 - b) the Supplier breaches any term of this Agreement including any of the warranties, and fails to rectify the breach within 7 days of receipt of a written notice from MINPROVISE notifying the Supplier of the breach; or

- c) the Head Contract is terminated.
- 10.2. Subject to clause 10.4, MINPROVISE may, at its complete discretion, cancel the Purchase Order, or any part thereof, at any time prior to the Goods being supplied or the Services being performed, without liability, for any undelivered Goods or unperformed Services.
- 10.3. The Supplier shall upon receipt of a termination or cancellation notice under this clause:
 - a) Immediately cease work on the date and to the extent specified in the notice;
 - b) Take such action as necessary or as directed for the transfer, protection and preservation of Goods and Services in the Contractor's possession and in which MINPROVISE has or may acquire an interest; and
 - c) Do its best to minimise the cost of termination to both parties.
- 10.4. If MINPROVISE terminates the Agreement in accordance with clause 10.1.c or cancels the Purchase Order in accordance with clause 10.2 and the Goods and Services that have been supplied to the date of termination or cancellation have been manufactured or performed in accordance with this Agreement, the Supplier will be entitled to be paid for the supply of the Goods and Services up to the date of termination, provided that MINPROVISE receives title to any materials or Goods or the products of any Services that are paid for in accordance with this clause.
- 10.5. Other than as described in clause 10.4, the Supplier will not be entitled to any loss of profit or other compensation or to make any other Claim in connection with termination of this Agreement.

11. Test Certificates or other certificates

- 11.1. If requested, the Supplier must provide certification of testing of the Goods from an accredited certification body or other such certification as determined by MINPROVISE.

12. Indemnity in relation to Goods and Services

- 12.1. The Supplier indemnifies MINPROVISE against:
 - a) breach of any warranty or any of the terms and conditions of this Agreement;
 - b) the illness, injury or death of any of the Supplier's employees, agents, contractors and or subcontractors arising out of or in connection with this Agreement;
 - c) any personal injury, illness or death to any person or damage to any property or any other loss or damage of any kind caused or contributed to by the supply of the Goods or performance of the Services;
 - d) any negligent or wilful act or omission by the Supplier or the Supplier's employees, agents, contractors or subcontractors in connection with this Agreement;
 - e) all Claims, loss or damage relating to infringement of any intellectual property rights in respect of the Goods supplied;
 - f) any Claim made against MINPROVISE by any of the Supplier's employees, agents, contractors or subcontractors in respect of any law concerning income tax, workers compensation, annual leave, long service leave, superannuation or any applicable award, determination or agreement of a competent tribunal;
 - g) any penalty imposed for breach of an applicable law in connection with the supply of the Goods or Services.
- 12.2. Clause 12.1 shall not apply to the extent that any liability, loss or damage is caused or contributed to by acts or omissions of MINPROVISE or that of MINPROVISE's employees, agents, contractors and subcontractors (other than the Supplier).

13. Consequential Loss

- 13.1. Neither party shall be liable to the other (to the fullest extent permitted at law) for any loss of profits, loss of use, loss of revenue, loss by reason of shutdown or non-operation or loss of anticipated savings or for any consequential or indirect loss or damage but does not include losses related to any:
 - a) liability to any third party;
 - b) claim in respect of personal injury or death;
 - c) liquidated damages (if applicable); and
 - d) claim resulting from wilful misconduct of the Supplier.

14. Insurance

- 14.1. When the Purchase Order relates to the manufacture or supply of Goods, the Supplier shall insure the Goods against loss or damage for their replacement value. If the Supplier is responsible for delivery or unloading of the Goods, it shall ensure that this insurance extends to cover these activities.
- 14.2. The Supplier must effect and maintain the following insurances:

- a) a comprehensive public and products liability policy, with a limit of liability for each and every event of not less than \$20 million;
- b) comprehensive motor vehicle third party liability insurance for any vehicle owned or used by the Supplier; and
- c) workers' compensation insurance;
- d) professional indemnity insurance with a limit of liability of \$5 million if providing professional services.

14.3. In relation to the requirement for workers' compensation insurance in 14.2 b where permitted by law, the policy shall:

- a) The worker's compensation insurance policy must be endorsed to include a principal's indemnity extension as per section 175 of the Western Australian Workers Compensation and Injury Management Act 1981 for Act benefits and at common law with a waiver of subrogation in favour of all principals.

14.4. The Supplier must:

- a) maintain the insurances required by this clause from the commencement of any works relating to the supply of Goods or performance of Services until the end of the later period described in clause 8.4; and
- b) when requested by MINPROVISE, provide evidence to the satisfaction of MINPROVISE that the Supplier has complied with its obligations under this clause.

15. Personal Property Securities Act 2009 (Cth)

15.1 The words 'Accession', 'Commingle', 'Financing Statement', 'Grantor', 'Personal Property', 'Proceeds', 'Security Interest' and 'Verification Statement' have the meanings given to them in the Personal Property Securities Act 2009 (Cth) (PPSA).

15.2. The parties acknowledge that this Agreement may constitute a Security Interest in favour of MINPROVISE.

15.3. If MINPROVISE determines that this Agreement (or a transaction in connection with it) is or contains a Security Interest, the Supplier agrees to do anything (including obtaining consents, signing and producing documents, getting documents completed and signed and supplying information) which MINPROVISE asks and considers necessary for the purposes of:

- a) ensuring that the Security Interest is enforceable, perfected and otherwise effective;
- b) enabling MINPROVISE to apply for any registration, complete any Financing Statement or give any notification, in connection with the Security Interest; or
- c) enabling MINPROVISE to exercise rights in connection with the Security Interest.

15.4. The Supplier must notify MINPROVISE as soon as the Supplier becomes aware of any of the following:

- a) if any Personal Property which does not form part of MINPROVISE's Personal Property becomes an Accession to MINPROVISE's Personal Property and is subject to a Security Interest in favour of a third party;
- b) if any of MINPROVISE's Personal Property is located or situated outside Australia or, upon request by MINPROVISE, of the present location or situation of any of MINPROVISE's Personal Property; or
- c) if the Supplier parts with possession of MINPROVISE Personal Property.

15.5. The Supplier must not:

- a) create any Security Interest or lien over any Personal Property that MINPROVISE has an interest in (other than Security Interests granted in favour of MINPROVISE);
- b) sell, lease or dispose of its interest in Personal Property that MINPROVISE has a Security Interest in;
- c) give possession of the Supplier's Personal Property that MINPROVISE has a Security Interest or MINPROVISE's Personal Property to another person except where MINPROVISE expressly authorises it to do so;
- d) permit any of MINPROVISE's Personal Property to become an Accession to or Commingled with any asset that is not owned by MINPROVISE; or
- e) change its name without first giving MINPROVISE 21 days' notice of the new name or relocate its principal place of business outside Australia (where applicable) or change its place of registration or incorporation.

15.6. Everything the Supplier is required to do under this clause is at the Supplier's expense.

15.7. Neither MINPROVISE nor the Supplier will disclose information of the kind mentioned in section 275(1) of the PPSA and the Supplier will not authorise, and will ensure that no other party authorises, the disclosure of such information. This clause does not prevent disclosure where such disclosure is required under section 275 of the PPSA because of the operation of section 275(7) (b), (d) and (e) of the PPSA.

16. Code of Conduct, Modern Slavery and Anti-Bribery

16.1 The Supplier acknowledges that MINPROVISE adheres to a code of ethics ("Code of Conduct"), covering areas such as business ethics, labour, safety and the environment. Copies of the Code of Conduct may be viewed on <https://www.minprovis.com.au/aboutus/policiesandcertificates/code-of-practice/download>. By supplying goods and/or

services to MINPROVISE, the Supplier agrees that it shall adhere to the Code of Conduct. Further, no MINPROVISE employee or officer is authorised to propose to the Supplier or approve conduct inconsistent with the Code of Conduct.

16.2 MINPROVISE shall have the right to terminate its business relationship and any associated agreements with the Supplier if the Supplier is (or MINPROVISE reasonably believes that the Supplier is) in material breach of the Code of Conduct and, in the case of breaches which are capable of remedy, the Supplier fails to remedy such breach, after written notification by MINPROVISE of such breach, within the cure period specified by MINPROVISE for such remedy. In determining the length of any cure period MINPROVISE shall act reasonably, having regard to the severity and nature of the breach.

16.3 The Supplier shall:

- a) comply with all applicable laws, statutes, and regulations relating to anti-bribery and anti-corruption including but not limited to the Bribery Act 2010 and the Australian Criminal Code Act 1995 as amended from time to time, and generally in the course of conducting business behave ethically, with integrity and mutual respect (the "Relevant Requirements");
- b) have and shall maintain in place throughout the term of this agreement its own policies and procedures, including but not limited to adequate procedures under the Bribery Act 2010 and the Australian Criminal Code Act 1995, to ensure compliance with the Relevant Requirements by any of the Supplier's employees, officers, representatives and subcontractors and any person who acts for or on its behalf in connection with the performance of the Agreement;
- c) warrant that no intermediary of any kind was used in the negotiation and conclusion of the Agreement, and
- d) agrees and acknowledges that breach of this clause shall be deemed a material breach of the Agreement. MINPROVISE shall be entitled to terminate the Agreement or any part of it with immediate effect should it have reasonable grounds to suspect that this clause has been breached by the Supplier.

16.4 The Supplier must, at all times:

- a) apply ethical sourcing practices, comply with and encourage compliance with relevant labour standards and laws, and take reasonable steps to identify modern slavery risks in its operations and supply chains;
- b) notify MINPROVISE immediately in writing if it becomes aware or has reason to believe that it, or any of its officers, employees, agents or subcontractors, have breached or potentially breached any of the Supplier's obligations under this clause.

16.5 The Supplier represents and warrants that neither the Supplier, nor any of its officers, employees, agents or subcontractors, have:

- a) committed an offence under any law relating to modern slavery;
- b) been notified that they are subject to an investigation or prosecution relating to an alleged offence under any law relating to modern slavery; and
- c) become aware of any circumstances within its supply chain that could give rise to an allegation of modern slavery.

16.6 The Supplier agrees and acknowledges that a breach of clause 16.4 and/or 16.5 shall be deemed a material breach of the Agreement. MINPROVISE shall be entitled to terminate the Agreement or any part of it with immediate effect should it have reasonable grounds to suspect that this clause has been breached by the Supplier.

17. General

17.1. In performing the Services or supplying the Goods, the Supplier is an independent contractor and not an agent or employee of MINPROVISE.

17.2. The Supplier must not assign the Agreement or subcontract any part of the supply of the Goods and Services, without the prior written consent of MINPROVISE. Such consent may be withheld or granted on conditions that the MINPROVISE determines.

17.3. Any waiver of the Agreement must be made in writing and signed by both parties and shall only operate to the extent to which it was made. No failure or delay on the part of MINPROVISE in exercising any right shall operate as a waiver of that right.

17.4. This Agreement supersedes all previous agreements about its subject matter and embodies the entire agreement between the parties. To the extent permitted by law, any statement, representation or promise made in any negotiation or discussion has no effect except to the extent expressly set out or incorporated by reference in this document.

17.5. Any changes or variations to this Agreement or to the Goods or Services to be provided must be agreed in writing by the parties.

17.6. This Agreement is governed by and interpreted in accordance with the laws of the state of Western Australia and both parties submit to the non-exclusive jurisdiction of these courts.