



## STANDARD TERMS AND CONDITIONS FOR THE SUPPLY OF SERVICES

TEN-FRM-02 (AUS)

Revision Date: 28 Jun 2017

### 1. Definitions and Interpretation

In these Conditions and elsewhere in the Contract, unless a contrary intention appears the following shall mean:

**Anti-Bribery and Anti-Corruption Legislation** includes any statute, law, code, regulation or similar instrument in connection with the prohibition of bribery and corruption (including by virtue of the place of domicile or operations of RCR and the Client) including but not limited to the *Criminal Code Act 1995* (Cth), the *Crimes Act 1914* (Cth), the *Financial Management and Accountability Act 1997* (Cth), the *Commonwealth Authorities and Companies Act 1997* (Cth), the *Corporations Act 2001* (Cth) and the *Bribery Act 2010* (UK).

**Associated Goods** means the goods, products, materials or equipment supplied by RCR and associated with RCR's provision of services in accordance with this Contract and specified in Item 3a of the Contract Particulars and/or RCR Invoice.

**Associated Goods Fee** means the actual cost of Associated Goods plus an amount for margin to RCR specified in Item 4 of the Contract Particulars and/or RCR Invoice.

**Client** means the party described in Item 2 of the Contract Particulars or if no description has been provided, the entity to which RCR is providing the Services.

**Completion Date** means the date agreed and specified in Item 7 of the Contract Particulars, or any extension thereof as agreed in writing between the parties, on which RCR must complete the Services.

**Conditions** mean these standard RCR terms and conditions.

**Contract** means the agreement between the Client and RCR evidenced by the Conditions, the Contract Particulars and/or RCR Invoice, and all other documents which are listed in Item 9 of the Contract Particulars or incorporated by written reference into the Contract by RCR.

**Contract Price** means the total price submitted by RCR either as a lump sum fixed price, Hourly Rate, Associated Goods Fee, schedule of fees, cost plus including disbursements, or a combination of these as detailed in Item 4 of the Contract Particulars.

**Force Majeure** means act of God, act or omission of government, war, blockade, embargo, hostilities, fire, earthquake, flood, explosion, accident at sea, inclement weather conditions, industrial disputes (except where restricted to employees of RCR), sabotage or commotion, act or omission of the Client, or by any cause (whether similar or not to any of the above events) beyond the reasonable control of RCR.

**Hourly Rate(s)** means the relevant hourly rate(s) set out in the Contract and in Item 4 of the Contract Particulars (or otherwise the rate that RCR normally charges for work undertaken by the relevant RCR employee(s) at the time the work is undertaken).

**Information** means documents, data, methods, material, preliminary design, specific requirements, specifications, calculations, test results and any other information provided to RCR by the Client before or during execution of the Contract.

**Insolvency Event** means circumstances under which a party:

- has a receiver or similar officer appointed over all or a substantial part of its assets or undertaking;
- passes a resolution for winding-up (other than a winding-up for the purpose of, or in connection with, any solvent amalgamation or reconstruction) or a court makes an order to that effect or a court makes an order for administration (or any equivalent order in any jurisdiction);
- ceases to carry on business; or
- is unable to pay its debts as they become due in the ordinary course of business.

**Intellectual Property** means any intellectual property whether protected by statute, at common law or in equity, including any patent, invention, copyright, or design right (whether or not registrable), in any design, specification, process, technique, software, know-how, trade secret, technical information, financial information, business method and confidential information.

**PPSA** means the Personal Property Securities Act 2009 (Cth).

**RCR** means the subsidiary of RCR Tomlinson Ltd (ABN 81 008 898 486) listed in Item 1 of the Contract Particulars or if no description has been provided, the entity named in the RCR Invoice.

**RCR Invoice** means an invoice setting out the Services and Associated Goods supplied to the Client by RCR and claiming payment for the provision of those Services and Associated Goods.

**RCR Plant and Equipment** means all goods, products, materials and equipment used by RCR for carrying out the Services other than Associated Goods or which is not intended by RCR to become part of the Works.

**Services** means all the services and activities RCR has agreed to perform for the Client under its offer and specified in Item 3 of the Contract Particulars and/or RCR Invoice.

**Site** means the location where the Services are to be performed.

**Works** means the scope of works being tendered for as detailed in the Contract, which is inclusive of the Services.

### 2. Validity Period

RCR's offer is open for acceptance for a period of thirty (30) days from the date of tender submission or such time as the parties agree in writing.

### 3. Deemed Acceptance

In the absence of written acknowledgement, the performance of any of the Works by RCR will be deemed acceptance of the Contract.

### 4. Price

4.1 The Client shall pay RCR for the Goods in accordance with the Contract Price and time for payment listed in Item 4 of the Contract Particulars and/or RCR Invoice.

4.2 Unless otherwise stated, the price quoted by RCR is net and exclusive of Goods and Services Tax (GST) and any other relevant taxes of any nature whatsoever, together with penalties, fines or interest thereon.

### 5. Payment

5.1 Except as otherwise agreed by RCR in writing, the Client shall pay all invoiced amounts in Australian dollars, without right of set off, within thirty (30) days from the date of the RCR Invoice.

5.2 If the Client fails to pay RCR the full amount stated in the RCR Invoice in accordance with this clause, then RCR will charge interest on the amount unpaid by the Client at a rate of 2% over RCR's commercial bank overdraft rate.

### 6. Access to Site

The Client must provide RCR with access to the Site necessary for RCR to undertake the Services and possession of a sufficient portion of the Site to enable RCR to properly perform the Works without interference. RCR will be entitled to claim an extension of time and any costs incurred as a result of any delay caused due to any interference of the Client or others on Site and/or delay in getting access to the Site.

### 7. Services

7.1 RCR will undertake the Services in accordance with the Contract and using due skill, care and diligence.



**STANDARD TERMS AND CONDITIONS  
FOR THE SUPPLY OF SERVICES**

**TEN-FRM-02 (AUS)**

Revision Date: 28 Jun 2017

7.2 The Client shall ensure that its employees, consultants, agents and contractors cooperate with RCR and do not interfere with or delay delivery of the Services. RCR will be entitled to claim an extension of time and any costs incurred as a result of any delay caused due to any interference by the Client or others to delivery of the Services.

7.3 RCR may bring onto Site RCR Plant and Equipment and/or Associated Goods that are not sold to the Client, but which are used by RCR in carrying out the Services. In this circumstance, title in the RCR Plant and Equipment and Associated Goods remains at all times with RCR and RCR may enter the Site at any time to retake possession of any RCR Plant and Equipment and Associated Goods without liability for trespass or for any resulting damage.

**8. Information and Documents**

The Client will provide all Information including answers to any questions that RCR may ask, to enable RCR to carry out the Services. The Client shall be responsible for and confirms the completeness and accuracy of all Information provided to RCR. RCR will not check or review any Information provided by the Client, for the purpose of assessing completeness or accuracy unless that is part of the Services described in Item 3 of the Contract Particulars. RCR will be entitled to claim an extension of time and any costs incurred as a result of any delay in provision of Information by the Client or others to RCR or as a result of any Information being inaccurate.

**9. Latent Conditions**

Latent Conditions are physical conditions affecting the Site including artificial things but excluding weather conditions which differ materially from the physical conditions which RCR reasonably anticipated at the time of submitting its offer (Latent Condition).

RCR will be entitled to claim an extension of time and reasonable costs directly incurred as a result of a Latent Condition.

**10. Performance**

10.1 Notwithstanding any other provision of this Contract and to the full extent permitted at law, no warranty shall apply to Services provided by RCR, as to fitness for purpose or operation performance of any equipment belonging to the Client. Where specification, suitability, performance, size, number, capacity, ancillary attachments, is recommended, quoted, specified, provided or selected by the Client, or required by RCR to carry out the Services, the Client is responsible for performance of all equipment at Site. RCR is not liable for any failure of the Client's equipment to perform to any standard specified or requested by the Client or estimated by RCR.

10.2 RCR shall not be liable for any claims for loss or damages arising from or in any way connected to the misapplication, abuse, improper use, construction, installation or abnormal conditions of operation of any of the Client's equipment or parts of equipment on Site.

**11. Limitation of Liability**

Notwithstanding any other provision of this Contract and to the full extent permitted at law, the total liability of RCR to the Client arising out of or in connection with the Contract for all loss, damage, cost or expense suffered or incurred whether in contract or tort (including negligence), in equity, in restitution, by way of warranty or indemnity or under statute shall be limited to no more than fifty percent (50%) of the Contract Price.

**12. Consequential Loss**

Notwithstanding any other provision of the Contract and to the full extent permitted at law, neither party is liable for any indirect, special, contingent or consequential type losses or damages which includes but is not limited to loss of actual or anticipated profits, loss of opportunity, loss of goodwill or loss of revenue.

**13. Proportionate Liability**

Subject to clauses 10, 11 and 12 above, RCR shall be proportionately liable to the extent that RCR caused or contributed to such claim, demand, proceeding, cost, expense, loss, liability or damage under the Contract.

**14. Delays**

14.1 The Client shall reimburse RCR all reasonable costs including but not limited to overheads incurred by RCR for any delays except for delays caused by RCR itself.

14.2 If RCR does not complete the Services by the Completion Date RCR will pay to the Client as full and final compensation for delay, damages at the rate of 0.1% of the Contract Price per day to a maximum of 5% of the Contract Price in aggregate. The Client agrees such damages are a genuine and reasonable pre-estimate of loss for delay arising out of the Contract.

**15. Defects Liability Period**

15.1 The defects liability period will commence from the Completion Date or upon issue of the certificate of practical completion for the Works, whichever is earlier, and shall continue for the period specified in item 6 of the Contract Particulars, or if no period is stated, for a period of 3 months from completion of the Services and/or receipt of the Goods. Any additional warranty provided by a manufacturer for Associated Goods which RCR has supplied will be passed on to the Client on agreement with the manufacturer.

15.2 During the defects liability period, RCR will make good or replace (as the case may be) defective Services, excluding:

- (a) any interfacing between the Client's equipment, Site, plant or design (unless expressly included as part of Services and listed in Item 3);
- (b) ordinary wear and tear; and
- (c) any damage which has been caused or contributed by the Client's negligence or acts or omissions.

15.3 If the Client finds a defect with the Services the Client must notify RCR in writing of the defect within seven (7) days of discovery of the defect and must take all reasonable actions to prevent further damage.

15.4 RCR will be responsible for the costs of actual rectification/replacement works only and any associated costs (including removal or transportation costs) shall be borne by the Client.

15.5 If RCR uses a subcontractor or supplier or other person to perform any work under the Contract (Other Person), any work, labour and services carried out by the Other Person shall only be warranted by RCR to the degree that the Other Person indemnifies RCR.

**16. Personal Properties Securities Act**

16.1 In this clause 16 words and expressions which are not defined in these Conditions but which have a defined meaning in the PPSA have the same meaning as in the PPSA.

16.2 The Client acknowledges that RCR has a purchase money security interest in Associated Goods sold to the Client



## STANDARD TERMS AND CONDITIONS FOR THE SUPPLY OF SERVICES

TEN-FRM-02 (AUS)

Revision Date: 28 Jun 2017

including, but not limited to, where the Client has not paid for the Associated Goods in full prior to delivery.

- 16.3 The Client acknowledges that if RCR has rights and interests in proceeds derived from the Associated Goods such rights and interests constitute a security interest in such proceeds.
- 16.4 RCR may register any security interest on the PPSA register in any manner it chooses (including by registering one or more financing statements in relation to its interest in the Associated Goods, with such expiry dates as RCR determines in its absolute discretion). The Client must provide RCR with any information it requires for the purposes of giving effect to such registration.
- 16.5 For the purposes of section 157(3) of the PPSA, the Client irrevocably and unconditionally waives its right to receive any notice from RCR in connection with the registration of a financing statement or a financing change statement in respect of the Associated Goods.
- 16.6 If section 95 or chapter 4 of the PPSA would otherwise apply to the enforcement of any security interests then those provisions are excluded, to the extent possible.
- 16.7 The Client must take any steps (including providing information) RCR reasonably requires to perfect or otherwise ensure the enforceability and priority of any security interest.
- 16.8 Neither the Client nor RCR will disclose information of the kind described in PPSA section 275(1), unless section 275(7) of the PPSA applies.
- 16.9 Until RCR's security interest (whether perfected or not) is satisfied, the Client agrees not to cause or allow a security interest of higher priority to be created in the Associated Goods. If the Client breaches this subclause, the Client shall indemnify RCR for any cost, expense, loss or damage suffered.

### 17. Intellectual Property Rights

- 17.1 RCR retains all intellectual property and ownership rights of such in any Intellectual Property and other information relating to the Works which is created or modified by RCR during the Contract.
- 17.2 RCR hereby grants to the Client a perpetual, irrevocable, non-exclusive, royalty free, transferable licence to use all Intellectual Property which is used or developed by RCR, for the purpose of or in connection with the Contract.
- 17.3 The Client acknowledges that RCR will not be responsible for any infringement of any intellectual property of the Client that the Client has in any components, material or additional documents and RCR will not be liable for any claim whatsoever due to RCR's use of the Client's intellectual property.
- 17.4 The Client shall indemnify and hold harmless RCR against and from any claim alleging an infringement of all intellectual property rights, moral rights and ownership rights in any information provided by the Client to RCR.

### 18. Insurance

RCR shall procure and maintain the insurances as specified and marked in Item 10 of the Contract Particulars.

### 19. Confidentiality

- 19.1 The Client acknowledges and agrees that any information submitted by RCR in its offer which includes pricing, technical specifications and other information is commercial in confidence and submitted solely for evaluation by the Client. Such information must at all

times remain confidential and shall not be disclosed to any third party without RCR's prior written consent.

- 19.2 If such information is disclosed to a third party with RCR's prior consent, the Client must ensure that as a condition precedent to the passing of such information that the third party accepts and acknowledges to be bound by the confidentiality obligations contained in this Contract.

### 20. Asbestos and Other Hazardous Materials

The Client is responsible for ensuring Works being performed on the Client's Site is in an asbestos and hazardous free environment. The Client is responsible for all costs arising as a result of the presence of asbestos, asbestos contaminated material or any other hazardous material in or on the Client's Site where the Works are required to be performed.

### 21. Termination

- 21.1 Either party has the right to terminate this Contract because of any event beyond the reasonable control of either party which alters the ability of the terminating party to fulfil the terms of this Contract.

- 21.2 Where one party:

- (a) commits a material breach of the Contract which is not capable of being remedied; or
- (b) fails to remedy a breach capable of being remedied within the period stated by notice in writing; or
- (c) is subject to an Insolvency Event,

the other party may terminate this Contract in whole or in part with immediate effect by providing written notice to the defaulting party.

- 21.3 If RCR terminates this Contract, the Client agrees and acknowledges that it will not prosecute any claim in law or in equity against RCR. The Client agrees if the Client terminates this Contract, it will pay to RCR all outstanding RCR Invoices and for all Goods Services provided to the Client up to the date of cancellation and the Client indemnifies RCR against any losses incurred by RCR as a result of the termination.

### 22. Force Majeure

- 22.1 If performance by RCR of any obligation under the Contract is prevented, restricted or delayed by Force Majeure then RCR shall be excused from and shall not be liable for failure in performance to the extent of that prevention, restriction or delay and the time for performance shall be extended accordingly, subject to the terms of clause 22.2.

- 22.2 If supply is delayed for more than four (4) months by Force Majeure and the parties have not agreed upon a revised basis for continuing the supply at the end of the delay, then either party may after that period and while the cause of non-performance still exists terminate the Contract by not less than 30 days' notice in writing to the other party.

### 23. Dispute Resolution

- 23.1 If a difference or dispute between the parties arises in connection with the subject matter or interpretation of this Contract, including a dispute concerning a claim in tort, under statute, or on any other basis in law or equity available under the law governing the Contract ('Dispute'), either party may by hand or registered post give the other party written notice of the dispute identifying and providing details of the dispute and entitled Dispute Notice ('Dispute Notice').



STANDARD TERMS AND CONDITIONS  
FOR THE SUPPLY OF SERVICES

TEN-FRM-02 (AUS)

Revision Date: 28 Jun 2017

- 23.2 Within seven (7) days of receipt of the Dispute Notice representatives of the parties having authority to bind the parties shall confer to seek to resolve the Dispute or agree on a method of doing so and whether that method shall be binding. If a resolution or method of resolution has not been agreed within twenty one (21) days of the receipt of the Dispute Notice, the General Manager of each of the parties shall confer for the same purpose as the parties' representatives. All aspects of such conference(s) shall be privileged.
- 23.3 Neither party may institute legal proceedings in respect of any Dispute unless a Dispute Notice has first been given and then only after a period of twenty eight (28) days from receipt of such Dispute Notice has elapsed.
- 24. General**
- 24.1 The Contract is governed by the law as stipulated in Item 11 of the Contract Particulars and the parties submit to the non-exclusive jurisdiction of those Courts. Where there is no jurisdiction stipulated in Item 11 the jurisdiction is Western Australia.
- 24.2 Any waiver partly or whole of the terms of the Contract will be valid only if in writing and signed by RCR.
- 24.3 Any provision of the Contract that is prohibited or unenforceable, such unenforceability shall not invalidate the remaining provisions of the Contract nor affect the validity or enforceability of that provision.
- 24.4 If additional terms and/or conditions are attached to, incorporated into or accompany the Client's order, those terms and/or conditions are not accepted by RCR and do not form part of the Contract unless expressly accepted in writing or signed by an authorised representative of RCR.
- 24.5 Nothing in these conditions shall be read or applied so as to exclude, restrict or modify any condition, warranty, guarantee, right or remedy implied by law and which by law cannot be excluded, restricted or modified.
- 25. Anti-Bribery and Corruption**
- 25.1 RCR is committed to operating in a manner consistent with the laws of the jurisdiction in which it operates, including laws relating to anti-bribery and anti corruption.
- 25.2 The Client represents and warrants it complies with Anti-Bribery and Anti-Corruption Legislation and that it has and maintains reasonable and effective anti-bribery and anti-corruption policies and procedures, such policies and procedures to be made available to RCR for inspection on demand.
- 25.3 The Client represents and warrants it has not and will not breach any Anti-Bribery and Anti-Corruption Legislation in connection with the Contract.
- 25.4 If the Client becomes aware of any breach or suspects a breach of Anti-Bribery and Anti-Corruption Legislation in connection with the Contract it must immediately notify RCR in writing and provide reasonable details of such breach or suspected breach and provide reasonable access to information, books and records relevant to such breach.
- 25.5 If RCR, acting reasonably, believes the Client has breached Anti-Bribery and Anti-Corruption Legislation in connection with the Contract, RCR must give the Client written notice of such. If the Client, within 30 days of that written notice, fails to show there is no reasonable basis to conclude a breach has occurred, RCR may terminate the Contract without further notice to the Client.
- 26. Building Code**
- 26.1 Where applicable the Subcontractor must comply with the Building Code under the Fair Work (Building Industry) Act 2012 ("the Code"). Copies of the Code are available at [www.fwbc.gov.au/what-building-code](http://www.fwbc.gov.au/what-building-code).
- 26.2 The Subcontractor shall permit the Commonwealth, including a person occupying a position in the Office of the Australian Building and Construction Commissioner, full access to construction sites or places covered by the Code to:
- inspect any work, material, machinery, appliance, article or facility;
  - inspect and copy any record relevant to the Works the subject of this Contract;
  - interview any person; and/or
  - request a party to this Contract to produce a specified document within a specified period, being not less than 14 days in person, by fax or by post,
- as is necessary to allow validation of its progress in complying with the Code.
- 26.3 The Subcontractor shall not appoint a sub-subcontractor, consultant or supplier in relation to the Works where the appointment would breach a sanction imposed in relation to the Code.
- 26.4 The Subcontractor shall ensure that all sub-sub-contracts impose obligations on the sub-sub-contractors equivalent to the obligations under this clause.





**STANDARD TERMS AND CONDITIONS  
FOR THE SUPPLY OF SERVICES**

**TEN-FRM-02 (AUS)**

Revision Date: 28 Jun 2017

**CONTRACT PARTICULARS**

**Date:**

<b>Parties</b>	<b>1</b>	<b>RCR</b>	<i>[Insert name of RCR entity]</i>
		<b>RCR's Representative</b>	Attention: Address:  Phone: Fax: Mobile: Email:
	<b>2</b>	<b>Client</b>	<i>[insert name Client entity]</i>
		<b>Client's Representative</b>	Attention: Address:  Phone: Fax: Mobile: Email:
<b>Services</b>	<b>3</b>	<b>Services</b>	
	<b>3a</b>	<b>Associated Goods</b>	
<b>Price and Payment</b>	<b>4</b>	<b>Contract Price</b>	<i>(total hours sum plus Associated Goods Fee plus any other costs)</i>
		<b>Hourly Rate and total sum</b>	<i>(hourly rate x number of hours = total sum)</i>
		<b>Associated Goods Fee</b>	<i>(cost of any Associated Goods sold to Client)</i>
		<b>Time for Payment</b>	
	<b>5</b>	<b>Time for Acceptance by Client of RCR's Quotation</b>	
	<b>6</b>	<b>Defects Liability Period</b>	[ X ] months from [insert]
	<b>7</b>	<b>Completion Date</b>	
	<b>8</b>	<b>Place for Delivery</b>	
	<b>9</b>	<b>Additional Documents</b>	<i>(For example: List all documents including:</i> <ul style="list-style-type: none"> <li>• <i>schedules</i></li> <li>• <i>specifications</i></li> <li>• <i>annexures</i></li> <li>• <i>drawings</i>)</li> </ul>
	<b>10</b>	<b>Insurances</b>	<input type="checkbox"/> workers compensation in accordance with the applicable legislation; <input type="checkbox"/> professional indemnity if relevant; <input type="checkbox"/> product liability of not less than \$10 million per occurrence; <input type="checkbox"/> public liability of not less than \$10 million per occurrence; <input type="checkbox"/> motor vehicle of not less than \$10 million per occurrence.
	<b>11</b>	<b>Jurisdiction</b>	<i>(fill in applicable State of Australia)</i>