

**GENERAL TERMS AND CONDITIONS OF PURCHASE OF NORMA GROUP ASIA PACIFIC HOLDING PTE.  
LTD. (SINGAPORE HOLDING) OR NORMA PACIFIC ASIA PTE. LTD. (SINGAPORE)**

**1. SCOPE**

- 1.1 For the delivery of products (the "**Products**") and the performance of related works or services (the "**Services**") by the supplier (the "**Supplier**") to NORMA Pacific (Singapore) Ltd ("**NORMA**"), these General Terms and Conditions of Purchase (the "**Purchase Terms**") shall apply exclusively.
- 1.2 Other provisions, in particular the Supplier's general terms and conditions, shall not apply, irrespective of whether or not such general terms and conditions have been expressly rejected by NORMA. The Purchase Terms shall also apply exclusively if NORMA, having knowledge of other general terms and conditions, effects contractual performance without reservation.
- 1.3 Any additional or special agreements between NORMA and the Supplier require written form in order to be effective. This also applies to the cancellation of this written form requirement.

**2. PURCHASE ORDERS**

- 2.1 Purchase orders of NORMA are valid only if made in writing, text form (including fax and e-mail) or through electronic data interchange (EDI) by authorised representatives of NORMA.
- 2.2 Purchase orders of NORMA are to be accepted by the Supplier within one week. Thereafter, NORMA shall no longer be bound by the respective purchase order. As of the second delivery the respective purchase order shall be deemed accepted if the Supplier does not accept such purchase order within one week.
- 2.3 Changes or amendments to a purchase order require NORMA's express confirmation in order to be effective. The confirmation is subject to the requirements of Clause 2.1. NORMA may request the Supplier to accept reasonable changes in construction or processing of the Products.
- 2.4 Unless otherwise agreed in writing, no remuneration or reimbursement of costs shall be paid for visits or the drawing-up of cost estimates, project studies or other documents preparatory to the conclusion of a contract.

**3. SPECIFICATIONS OF PRODUCTS AND COMPLIANCE WITH REGULATIONS**

- 3.1 The Products shall comply with the specifications (e.g. drawings for production material and technical specifications for tools and equipment) and shall be state-of-the-art and fulfil the indicated functions and purposes. The Supplier shall provide the Services with a degree of care, skill and diligence which would be expected of a professional, skilled and experienced contractor engaged in providing similar services.
- 3.2 The Supplier shall remain competitive with other suppliers in terms of price, technology, quality or other material terms of supply.
- 3.3 The Supplier guarantees that the Products and Services comply with all applicable statutory laws and regulations, in particular with all regulatory requirements under applicable product safety, environmental and export control laws. The Supplier further guarantees to comply with all applicable anti-corruption laws and shall observe the "NORMA-Group Anti-Corruption and Anti-Money-Laundering Contractual Provisions" (available on [www.normagroup.com](http://www.normagroup.com)), as amended from time to time by NORMA.

3.4 The Supplier guarantees that the Products are free from defects in title, and notably free from patent rights, copyrights and other intellectual property rights of third parties anywhere in the world, and that no patents, copyrights or other intellectual property rights of third parties are infringed, notably by the delivery and the use of the Products or the performance of the Services. The Supplier shall review and inform NORMA in writing of third party as well as its own patent rights, copyrights and other intellectual property rights.

3.5 The Supplier shall observe the "Logistics Quality Requirements for Deliveries of Suppliers to the NORMA-Group" (available on [www.normagroup.com](http://www.normagroup.com)), as amended from time to time by NORMA.

#### 4. **QUALITY AND DOCUMENTATION**

4.1 The Supplier shall ensure that only qualified personnel is used to perform the Services and manufacture the Products.

4.2 The Supplier shall ensure that defective Products, as well as other malfunctions or malpractices within the processes of the ordered Products, will, within 48 hours after its occurrence, be notified in writing to NORMA. This applies especially for already delivered Products to enable NORMA to take immediate measures or action.

4.3 Any changes concerning the specified ordered Products or the related processes are subject to NORMA's prior written approval.

4.4 The Supplier shall constantly examine and monitor the quality and specification of the Products. Further the Supplier shall keep corresponding records of the test results available for NORMA.

4.5 The Supplier shall ensure, with respect to an audit, that NORMA (as well as customers of NORMA and any authorities) has access to all facilities and documents concerning the placed purchase order.

4.6 The Supplier shall archive documents to be filed for ten years and shall secure these documents against unauthorized access and protect against deterioration.

#### 5. **DELIVERY, DELIVERY DATES AND RETENTION OF TITLE**

5.1 Unless otherwise agreed in writing, deliveries of the Products shall be made DDP Incoterms® 2010 to the place of delivery specified by NORMA in the purchase order.

5.2 Shipment shall be made at the Supplier's risk. The Supplier shall bear the risk of loss, damage or destruction of the Products up to the time of delivery. This shall also apply if the shipment is made at the request of NORMA. For deliveries including installation or assembly or in the case of other works or services to be performed by the Supplier in relation to the delivery of the Products, the Supplier shall bear the risk up to the time of acceptance of the works or services by NORMA.

5.3 In all transit documents, consignment notes or other delivery documents, invoices and any other correspondence the complete purchase order numbers and any other agreed information shall be stated.

5.4 Agreed delivery periods and dates are binding. The date of receipt of the Products and Services at the place of delivery specified by NORMA shall be relevant for adherence to the delivery periods and dates by the Supplier. For deliveries including installation or assembly or in the case of other works or services to be performed by the Supplier in

relation to the delivery of Products and Services, the time of acceptance of the works or services by NORMA shall be relevant.

- 5.5 If circumstances become known to the Supplier as a result of which the delivery periods or dates cannot be adhered to, the Supplier shall inform NORMA thereof without undue delay in writing, stating the reasons and the probable duration of the delay. This shall not affect the agreed delivery periods and dates. In the case of a supply shortfall or any other shortage on the part of the Supplier, the Supplier shall use its best efforts to preferentially fulfil its supply obligations towards NORMA (e.g. privileged allocation to NORMA).
- 5.6 In the case of default in delivery the Supplier shall pay to NORMA liquidated damages in the amount of 1% of the delivery value for each completed week of such default, but not exceeding a total of 5% of the delivery value. NORMA may claim additional damages; in this case the liquidated damages are to be accounted against such additional damages claim.
- 5.7 Unless otherwise agreed in writing, NORMA will not accept deliveries prior to the agreed delivery periods or dates. NORMA reserves the right to return the Products at the Supplier's expense and risk. If the Products are not returned, they shall be stored by NORMA up to the agreed delivery periods or dates at the Supplier's expense and risk; alternatively, NORMA may already accept deliveries, but the initially agreed terms of payment shall remain unaffected.
- 5.8 NORMA will accept part deliveries only if separately agreed in writing. In such case the Supplier shall indicate in the delivery documents the remaining portion still outstanding including the delivery periods or dates pertaining thereto.
- 5.9 NORMA will accept retention of title to Products ("**Reserved Products**") if requested by the Supplier, provided that such retention of title shall expire upon payment of the purchase price agreed for the individual Reserved Product, and further provided that NORMA shall be authorised by the Supplier to resell, process and rework the Reserved Products in the course of its ordinary business activities.

## 6. **PRICES AND TERMS OF PAYMENTS**

- 6.1 The agreed prices are fixed prices plus goods and services tax, if applicable, to the extent the latter is stated separately in the invoice. The prices include delivery and packaging as well as all ancillary costs.
- 6.2 The Supplier shall send auditable invoices in duplicate to the invoice address indicated in the purchase order. Invoices shall not be issued prior to dispatch of the Products and performance of the Services and shall not be sent together with the Products.
- 6.3 Invoices will be processed by NORMA only if NORMA's purchase order number is accurately quoted. Inaccurate or incomplete invoices shall be deemed not received until such time as they have been corrected or completed; in this case NORMA will inform the Supplier within a reasonable period.
- 6.4 Unless otherwise agreed in writing, payment shall be made within 14 days of due delivery of the Products and performance of the Services and receipt of the invoice with a discount of 3%. At NORMA's choice, payment shall alternatively be made within 90 days of due delivery of the Products and performance of the Services and receipt of the invoice. For deliveries including installation or assembly or in the case of other works or services to be performed by the Supplier in relation to the delivery of the Products and performance of the Services, the payment periods shall not start before the time of acceptance of the works or services by NORMA.

## **7. NOTIFICATION OF AND CLAIMS FOR DEFECTS**

- 7.1 In selling the Products to NORMA, there is an implied condition that the Products are of satisfactory quality (Section 14(2) of the Sale of Goods Act, Cap. 393 of Singapore (“SGA”). The Products will be considered to be of satisfactory quality if they meet the standard that a reasonable person would regard as satisfactory, taking in account the description of the Products, the price (if relevant) and all other relevant circumstances. The quality of the Products includes their state and condition and, *inter alia*, the fitness for all the purposes for which the Products are commonly supplied, appearance and finish, freedom from minor defects, safety and durability. The implied condition in Section 14(2) of the SGA will apply even if any matter making the quality of the Products unsatisfactory is specifically drawn to NORMA’s attention or where NORMA has examined the Products,
- 7.2 Unless otherwise stipulated in the Purchase Terms, NORMA may assert the statutory claims that the Products are not of satisfactory quality.
- 7.3 The statutory claims that the Products are not of satisfactory quality may be asserted by NORMA also in respect of guarantees given by the Supplier. Liability to pay damages shall be independent of fault in cases in which the Supplier has given a guarantee. Any additional claims directly resulting from a guarantee given by the Supplier shall remain unaffected.
- 7.4 In the case of serial defects (defects of the same type which occur in at least 5% of the Products delivered), NORMA may reject the entire delivery as defective and assert the statutory claims for defects in respect of the entire delivery. NORMA reserves the right to reject the entire delivery for any other quality related reason.
- 7.5 The Supplier shall bear all costs required to rectify the defects, notably the costs for transport, journeys, labour and material as well as dismounting and installing.
- 7.6 Should the Supplier fail to fulfil its obligation to rectify the defects within a reasonable period as set by NORMA, NORMA may, at the Supplier's expense, perform itself any acts reasonably required to rectify the defect or have such acts performed by a third party.
- 7.7 Unless otherwise stipulated in the Purchase Terms, the place of rectification of the defective Products shall be the place where the defective Products are currently located.
- 7.8 The limitation period for claims that the Products are not of satisfactory quality shall be six years from delivery of the Product.

## **8. INTELLECTUAL PROPERTY RIGHTS**

- 8.1 The Supplier shall hold harmless, indemnify and defend NORMA as well as its affiliates and customers against any third party claims asserted due to an infringement by the Products or Services of patent rights, copyrights or other intellectual property rights. Further claims for defects shall not be affected thereby.
- 8.2 In the event that the Products infringe patent rights, copyrights or other intellectual property rights of third parties, the Supplier shall use its best efforts to place NORMA in a position to use the Products without infringing such intellectual property rights of third parties.

## **9. PRODUCT LIABILITY AND LIABILITY FOR REGULATORY REQUIREMENTS**

- 9.1 In the case that claims are asserted against NORMA for infringement of official safety, environmental, export control or anti-corruption laws and regulations or other applicable regulatory requirements as well as national or foreign product liability laws, based on such

defects in NORMA's products that are attributable to the delivery of defective Products or based on other acts or omissions attributable to the Supplier, the Supplier shall hold harmless, indemnify and defend NORMA against such claims to the extent that the damage caused originates from the sphere of responsibility or the organisation of the Supplier. This obligation to indemnify and defend shall apply on first demand.

- 9.2 The Supplier shall reimburse NORMA for all expenses reasonably incurred for recall actions and other damage prevention actions by NORMA or its customers, e.g. public warnings, to the extent that such actions originate from the sphere of responsibility or the organisation of the Supplier. NORMA shall inform the Supplier of the type and scope of any such actions and give the Supplier the opportunity to comment thereon.
- 9.3 The Supplier shall take out and maintain adequate product liability insurance and insurance coverage for the costs of recall actions and other damage prevention actions. At NORMA's request copies of the insurance policies shall be submitted.

#### 10. **OBJECTS AND TOOLS OF NORMA**

- 10.1 NORMA shall retain title in any objects made available by NORMA to the Supplier. The processing or reworking of such objects by the Supplier shall always be carried out for NORMA.
- 10.2 Any tools made available by NORMA to the Supplier shall remain the property of NORMA and shall be clearly marked as such by the Supplier. The Supplier shall use such tools exclusively for the manufacture of the Products ordered by NORMA. The Supplier shall provide sufficient insurance for such tools at their replacement value against loss, damage and destruction of such tools. Any incidents shall be notified by the Supplier to NORMA without undue delay in writing.

#### 11. **FORECASTS**

- 11.1 Unless otherwise agreed in writing, NORMA may inform the Supplier on a regular basis of the updated expected supply requirements for the Products for the following months. Such forecast shall be binding purchase orders for the Products only to the extent designated by NORMA.
- 11.2 NORMA may place additional short-term purchase orders if further Products are needed in addition to the quantities set out in the forecast. The Supplier shall always use its best efforts to meet the supply requirements of NORMA.
- 11.3 Clauses 2.1 and 2.2 shall apply to such purchase orders.

#### 12. **TERMINATION OF CONTRACT**

- 12.1 NORMA may terminate any contract with immediate effect if:
- (a) the Supplier is adjudicated or found bankrupt or insolvent or any order is made by any competent court or resolution passed by the Supplier for the winding-up or dissolution of the Supplier or for the appointment of a judicial manager liquidator or other similar officer of the Supplier or of the whole or any material part of their respective assets, rights or revenues;
  - (b) the Supplier has breached applicable anti-corruption laws or has failed to comply with the current "NORMA-Group Anti-Corruption and Anti-Money-Laundering Contractual Provisions";

- (c) the Supplier is in default in delivery, but only after expiry of any additional period for delivery as set by NORMA as may be applicable;
- (d) the Supplier is not competitive with other suppliers in terms of price, technology, quality or other material terms of supply; or
- (e) an event occurs which alters the economic value of the contract either because the cost of NORMA's performance has increased or because the value of the performance NORMA receives has diminished, provided that such event is beyond NORMA's reasonable control and could not reasonably have been foreseen by NORMA at the time of the conclusion of the contract.

12.2 Termination notices have to be in writing.

### 13. **CONFIDENTIALITY AND PUBLIC ANNOUNCEMENTS**

13.1 The Supplier shall keep confidential all documents, information and data (including, without limitation, drawings, plans, specifications, technical data, samples, processes as well as prices and other contractual terms agreed with the Supplier) which NORMA orally or in writing marks or designates as or presumes to be 'confidential' and which are made available or known to the Supplier on the basis of the co-operation ("**Confidential Information**"). The Supplier shall treat Confidential Information in the same way as its own confidential information, but at least with the due care of a prudent businessman.

13.2 Any disclosure of Confidential Information to a third party requires NORMA's prior written approval. Disclosure of Confidential Information to employees and agents is permitted only to the extent that disclosure is required for the performance of the Supplier's contractual obligations in relation to NORMA. The Supplier shall impose the same confidentiality obligations on all persons or companies entrusted by the Supplier with Confidential Information.

13.3 The confidentiality obligations shall not apply for information

- (a) which had been known to the Supplier prior to receipt of the same from NORMA;
- (b) which was independently developed by the Supplier without reference to or use of NORMA's information;
- (c) which the Supplier lawfully obtained from a third party who, to the Supplier's knowledge, was not subject to a confidentiality undertaking vis-à-vis NORMA;
- (d) which became known to the Supplier without violation of these provisions or any other regulations on the protection of NORMA's business secrets or which are or were publicly known; or
- (e) which the Supplier is obligated to disclose based on statutory, official or judicial requirements, in which case the Supplier shall inform NORMA prior to such disclosure and shall restrict as far as possible the extent of such disclosure.

13.4 Confidential Information shall remain the property of NORMA and may neither be copied nor reproduced without NORMA's prior written approval unless required for the performance of the Supplier's contractual obligations in relation to NORMA. At NORMA's request Confidential Information shall be returned to NORMA or destroyed.

13.5 Where the Products are customised to NORMA in accordance with Confidential Information, none of such Products or documents manufactured by the Supplier in

accordance with such Confidential Information may be made available to third parties without NORMA's prior written approval.

13.6 The Supplier may not make public announcements on or otherwise publicly refer to the contractual relationship without NORMA's prior written approval.

13.7 The foregoing obligations shall survive the expiration or termination of the contractual relationship.

**14. SET-OFF AND RIGHT OF RETENTION**

Set-off and exercise of a right of retention by the Supplier due to contested counterclaims or counterclaims which are not final or *res judicata* are excluded.

**15. ASSIGNMENT AND SUBCONTRACTING**

15.1 Without NORMA's prior written approval, the Supplier shall not assign its rights and obligations under the contractual relationship, neither in part nor in whole. NORMA may assign its rights and obligations, notably to its subsidiaries or associated companies within the meaning of Section 5 of the Companies Act, Cap. 50 of Singapore and the definitions section of the Listing Manual of the Singapore Exchange Securities Trading Limited respectively.

15.2 Without NORMA's prior written approval, the Supplier shall not subcontract the performance of any deliveries, works or services to be delivered to NORMA. Irrespective of such approval by NORMA, the Supplier shall remain responsible and be liable for the performance of any subcontractor.

15.3 A person who is not a party hereto (other than a permitted assignee to whom rights have been assigned in accordance with the above) shall have no right under the Contracts (Rights of Third Parties) Act, Cap. 53B of Singapore, to enforce any of the terms herein.

**16. GOVERNING LAW AND PLACE OF JURISDICTION**

16.1 The Purchase Terms shall be governed by and construed in accordance with the laws of Singapore.

16.2 In relation to any legal action or proceeding arising out of or in connection with the Purchase Terms, the Parties hereby irrevocably submit to the exclusive jurisdiction of the courts of Singapore.

**17. SEVERABILITY**

Should individual provisions of these Purchase Terms be or become invalid, the validity of the remaining provisions shall not be affected thereby.