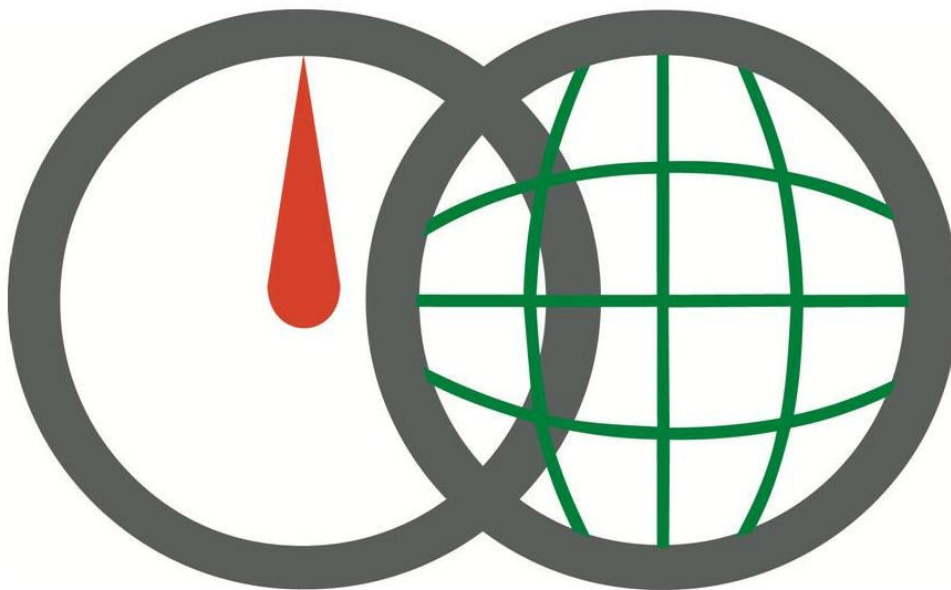


# Preventative Maintenance Agreement

## Between (YOU) and Geo-Con Products Pty Ltd

AGREEMENT N<sup>o</sup>. 01-2020



53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: [sales@geo-con.com.au](mailto:sales@geo-con.com.au) | Web: [www.geo-con.com.au](http://www.geo-con.com.au)

ABN 70 097 136 911

**GEOTEST**  
AUSTRALIA

**CON-TEST**  
Manufacturing Co

## CONTENTS:

1. MAINTENANCE AGREEMENT: .....	3
2. SCOPE OF AGREEMENT:.....	3
3. OBJECTIVES:.....	3
4. DUTIES & OBLIGATIONS:.....	3
4.1 <u>Geo-Con</u>	
4.1.1 Scheduled Service (Preventative Maintenance).....	3
4.1.2 Unscheduled Service (Corrective Maintenance).....	4
4.1.3 Calibration.....	4
4.2 (YOU)	
4.2.1 Accessability.....	5
4.2.2 Cleanliness.....	5
4.2.3 Services.....	5
5. RATES & CHARGES: .....	5
6. PAYMENT.....	5
7. WARRANTIES.....	5
Appendix “A”	PLANT & EQUIPMENT SCHEDULE
Appendix “B”	MAINTENANCE REPORT (Service Report)
Appendix “C”	CALIBRATION REPORT
Appendix “D”	PRICING SCHEDULE: MAINTENANCE AGREEMENT
Appendix “E”	PRICING SCHEDULE: UNSCHEDULE SERVICE & REPAIR

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au

## 1. MAINTENANCE AGREEMENT (“AGREEMENT”):

Between Geo-Con Products Pty Ltd, ABN 70 097 136 911 of 53 Granite Street, Geebung, QLD 4034 ('Geo-Con') and (YOU) for the maintenance of the equipment detailed in the 'Appendix "A" Equipment Schedule'.

## 2. SCOPE OF AGREEMENT:

This agreement is limited to the provision of the Maintenance & Service of the equipment defined in the '**Appendix "A" PLANT & EQUIPMENT SCHEDULE** and defined in '**4.1.1 Scheduled Service**', '**4.1.2 Unscheduled Services**' and '**4.1.3 Calibration**'.

The Contract is to commence on ( ) and shall continue from Year to Year. Either Party may give written notice to the other not less than 60 calendar days before any anniversary of the Commencement Date that this **Maintenance Agreement** is not to be renewed, or that some aspects of it are to be renegotiated. If no such notice is given, the Agreement shall continue for the next year.

## 3. OBJECTIVES:

The objective of this agreement is to ensure that a systematic Preventative and Corrective Maintenance regime is put into place for all equipment supplied to (YOU) by Geo-Con: -

- i. for the maintenance of equipment to prevent damage and unnecessary wear and tear, and
- ii. for the inspection, detection and correction of developing failures, either before they occur, or before they develop into major defects.

## 4. DUTIES & OBLIGATIONS:

### 4.1 Geo-Con

#### 4.1.1 **Scheduled Service (Preventive Maintenance)**

- i. Geo-Con will visit (YOU) every ( ) to carry out preventive maintenance operations of all equipment covered by the contract.

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au

- ii. Maintenance work will be carried out on site at times to be mutually agreed in advance.
- iii. The maintenance work will consist of: -
  - General inspection and report on equipment condition noting where if any aspects in the use of the equipment can be improved.
  - A detailed inspection of hydraulic lines, air hoses electric cables and connections for wear and tear, where possible these are to be rectified on site (any replacement requirements are to be dealt with as an **Unscheduled Service**).
  - All hydraulic oils, lubricants, etc. are to be topped up or changed in accordance with the maintenance/operator manuals supplied with the equipment.
  - The equipment is to be examined for potential problems
  - All the relevant equipment is to be fully tested at the ends of the **Scheduled Maintenance**.
  - A **MAINTENANCE REPORT Appendix “B”** is to be filled in on the completion of the maintenance work on each piece of equipment and if repairs are to be carried out this will fall under **4.1.2 Unscheduled Services**.

#### 4.1.2 **Unscheduled Service and/or Corrective Maintenance**

Unscheduled services and/or Corrective Maintenance is defined as any work, repair, part replacement, etc. not covered in 4.1.1 Scheduled Service and shall include any emergency call-out which may be necessitated by plant or equipment breakdown.

#### 4.1.3 **Calibration**

The calibration of equipment as detailed in the attached ‘**Appendix “A” PLANT & EQUIPMENT SCHEDULE**’.

In terms of NATA Calibration requirements, the scheduled period between calibrations varies for the different types of apparatus. The equipment listed in the abovementioned equipment schedule will be “Verified” where required as per ‘**Appendix “D” – Calibration Report**’. All Calibrations required shall be done in accordance with NATA requirements.

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au

Geo-Con Products are not an authorised NATA representative, all calibrations will be completed by a third party.

## 4.2 **(YOU):**

### 4.2.1 **Accessibility**

The equipment to be serviced shall be readily accessible at all times during the maintenance process.

### 4.2.2 **Clean & Ready**

The equipment shall in a reasonably clean condition and shall not be in use during the time of

### 4.2.3 **Services & Facilities**

Electric Power is to be supplied free of charge when required as well as access to the internet, toilet facilities and other normal work day requirements.

## 5. RATES & CHARGES

### 5.1.1 **Preventative Maintenance Agreement**

Pricing Schedule as detailed in “**Appendix D**”

### 5.1.2 **Unschedule Service and Repairs**

Pricing Schedule as detailed in “**Appendix “E”**”

## 6. TERMS OF PAYMENT

Payment for all goods and services shall be cash or as per our established credit agreement. Customers who require credit terms should complete our Credit Application form which is obtainable from our website, or will be supplied on request. Delivery of goods or services on the first occasion after applying for credit will only be executed after the credit application has been approved and a credit limit established. Our credit terms are net 30 days from date of invoice. Credit Card payments will incur a 2% surcharge.

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au

## 7. WARRANTIES & REPAIRS

We are not responsible for damage occurring in transit to goods sent to us for repair or examination, nor for incidental damage to glass apparatus and delicate instruments in the course of repair, however caused. Goods being returned to us for repair, servicing or Warranty rectification shall be subject to the Procedure for Service as set out in the Geo-Con Quality Manual. Any goods returned for repair should be sent carriage paid (clearly labelled with the sender's name and address) together with the Standard Service Form fully detailing the work required and/or complete particulars and description of the fault or problem with the unit. In the event a warranted peice of equipment cannot be returned to Geo-Con for repair, (YOU) will be resonsible for all accossiated travel costs to have a technicain attend site. Time on site to complete the repair will be covered under the warranty.

## 8. DISPUTES

If any Invoices issued by Geo-Con Products with respect to the Goods and/or Services is disputed by the Customer, the Customer must notify the Supplier in writing of the reasons. All invoiced amounts not disputed in writing within 7 days of the Invoice date are deemed accepted.

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: [sales@geo-con.com.au](mailto:sales@geo-con.com.au) | Web: [www.geo-con.com.au](http://www.geo-con.com.au)

## Appendix "A" PLANT & EQUIPMENT SCHEDULE

Item	Equipment Name	ID Code	Serial No.	Supply date	Frequency	Block (Office Use)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au

**Appendix "B" MAINTENANCE REPORT (Service Report)**



SERVICE REPORT NO. **SR 00101**

Date	
Cust Order No.	
Geo-Con Sales No.	

CUSTOMER NAME		Arrival Time	<input type="text"/>
CONTACT NAME	PH. <input type="text"/>	Depart Time	<input type="text"/>
E-MAIL ADDRESS		Geo-Con W/O	<input type="text"/>
SITE ADDRESS			
SERVICE TECH			

EQUIPMENT DETAILS and CONDITION: \_\_\_\_\_

\_\_\_\_\_

Warranty: **Y / N**

Serial No. \_\_\_\_\_ Readings or Hrs. \_\_\_\_\_

WORK COMPLETED:

Tech Initial: \_\_\_\_\_

DETAIL PARTS AND CONSUMABLES USED:

Tech Initial: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ (Customer) Print Name: \_\_\_\_\_



ABN 70 097 136 911  
 53 Granite Street, GEEBUNG, QLD 4034, / PO Box 124, VIRGINIA, QLD, 4014  
 Ph: +61 (0)7 3265 4952 Fax: +61 (0)7 3265 2713 Email: sales@geo-con.com.au Web: www.geo-con.com.au

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia  
 Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au





## Appendix “C” CALIBRATION REPORT

N/A

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: [sales@geo-con.com.au](mailto:sales@geo-con.com.au) | Web: [www.geo-con.com.au](http://www.geo-con.com.au)

ABN 70 097 136 911



## Appendix “D”      PRICING SCHEDULE: MAINTENANCE AGREEMENT

Annual Preventative Maintenance for Equipment detailed on Appendix A

Hours charged as per allocated blocks at reduced labour rate for preventative maintenance agreement being \$( ) per hour excluding GST and additional expenses.

Annual Total Hours Allocated for Maintenance = \_\_\_\_\_ @ ( ) per hour

Annual Maintenance Budget / Fees = \_\_\_\_\_

Includes duties and obligations as detailed in **4.1.1**

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au

**Appendix “F” PRICING SCHEDULE: UNSCHEDULE SERVICE & REPAIR**

**Service Price Schedule for 2020**

**A. COSTS, TECHNICIAN / LABOUR HOURS**

Service Type	Location of Work	Hourly Labour Rate	Min Charge Increments	Min Charge
Mechanical Mechanical	Geo-Con	\$125	Hourly	\$125
	Clients Site - Brisbane	\$125	2 Hourly	\$250
	Clients Site - Other	\$125	Full Day	\$1000
Technical / System Engineer	Geo-Con	\$150	Hourly	\$150
	Clients Site – Brisbane	\$150	Half Day	\$600
	Clients Site – Other	\$150	Full Day	\$1200

*Times measured from when technician leaves Geo-Con premises if applicable\*  
All rates are excluding of GST\**

**B. TRAVEL ZONES (Location of Work):**

- Zone 1: **Geo-Con Products**, 53 Granite Street Geebung 4034
- Zone 2: **Client Site – Brisbane** Area up to a radius of 100 km for Geo-Con
- Zone 3: **Client Site – Other** Any area outside of Geo-Con 100 km radius

**N.B.** All travel expenses will be billed accordingly in addition to technician labour rates. Travel expenses include and are not limited to; air fares, taxi, parking, car hire, meals, accommodation etc. All parts and consumables also charged separately.

**C. AFTER HOURS WORK**

- |   | <u>Add:</u>            |
|---|------------------------|
| ➤ Standard Overtime (up to 4 hours after regular day) - | 50%                    |
| ➤ Extra Overtime (after first 4 hours) -                | 100%                   |
| ➤ Saturday -  | 50% min 4-hour charge  |
| ➤ Sunday and Public Holidays (normal time) -            | 100% min 4-hour charge |

*Standard Business Hours may vary depending on technician or type of work\**

53 Granite Street, GEEBUNG, QLD, 4034, Australia | P.O. Box 124, VIRGINIA, QLD 4014, Australia

Ph.: +61 (0)7 3265 4952 | Fax: +61 (0)7 3265 2713 | Email: sales@geo-con.com.au | Web: www.geo-con.com.au