1. **APPLICATION**

All the clauses included in these General Purchasing Conditions apply to all purchases of products and/or services made by Purever. The Supplier or counterparty in any contractual purchasing relationship that may be established with Purever, in which Purever intervenes in its capacity as purchaser, expressly accepts these General Conditions in full and without reservation, from the moment it agrees with the respective order or in any other way obtains agreement for the commercial transaction.

1. **RECEIVING ORDERS**

Unless otherwise specified in the particular conditions, the goods will be delivered with transportation/packaging included to our premises during our opening hours.

Deliveries must comply with all legal or regulatory requirements, as well as technical data sheets and specifications. The supplier must inform Purever of any changes in functionality, characteristics, materials, or manufacturing methods in the products included in the order.

The delivery is considered valid only after quality control has been carried out on receipt.

Suppliers must only deliver the quantities stipulated in the purchase order, and Purever may not accept the remainder.

Deliveries must be scheduled by e-mail or telephone with the purchasing department. Otherwise, the material will not be received.

1. **DELIVERY TIME**

Delivery times must be communicated upon receipt of the order in line with the deadlines required for the purchase order.

Each delivery must be accompanied by a document identifying the order number, items, unit of measure, quantities, weight, and if required, the items' customs classification.

1. **PRICES**

Prices may not be altered without prior notice to Purever and will be those shown on the corresponding purchase order.

1. **COMPLAINTS AND RETURNS**

All complaints about non-conforming material/quantities must be answered within 8 days of formalizing our complaint. If this is not done, Purever reserves the right to scrap the material at your expense and issue a debit note.

1. **INVOICES**

Invoices should be sent to the purchasing and accounting department by e-mail or post, quoting the purchase order to which they relate.

1. **PAYMENTS**

Payments are negotiated on a case-by-case basis, and whenever deliveries are made before the deadline set and agreed upon by both parties, PUREVER reserves the right to delay payment of invoices to the date initially scheduled.

1. **SUSPENSION OF SUPPLIES**

Please comply with our general purchasing conditions to avoid the immediate suspension of our supplies.

1. **INDUSTRIAL PROPERTY**

Except for parts made in accordance with drawings drawn up by Purever, the specialist supplier must guarantee all legal provisions to allow the sale and resale of its products in all countries.

1. **CONFIDENTIALITY, TOOLS OR EQUIPMENT**

An obligation of confidentiality binds the supplier and must ensure that specifications, formulas, drawings, details, or manufacturing secrets relating to **Purever's** orders are not communicated or disclosed to third parties. By express agreement, the drawings, models, and plans communicated to the supplier remain the property of Purever, which strictly prohibits their use for other purposes.

By law, tools specially manufactured for executing our orders belong to Purever and must be returned when first ordered.

1. **RESERVATION OF OWNERSHIP**

Transfer of ownership takes place upon receipt of the goods at the location indicated on the purchase order.

1. **GUARANTEE**

The supplier is liable to the benefit of our Company for any defects that may be caused by its products or result in their performance and is obliged, at our discretion, to replace or refund the defective part or equipment without prejudice to reimbursement by the party of the expenses incurred.

1. **Supplier Evaluation**

Annually, the performance of suppliers and service providers is assessed based on defined criteria, and the results are formalized in reports published in the Management System (MS). Supplier evaluation is based on five criteria: Quality System, Delivery Time, Product/Service Quality, Responsiveness, and Compliance with Environmental and OHS Requirements.

1. **GOOD ENVIRONMENTAL AND OCCUPATIONAL HEALTH AND SAFETY PRACTICES**

Ensuring compliance with **Purever's** procedures, internal regulations, and all applicable legislation in the context of the product/service provided, including environmental health and safety at work.

Separate the different types of waste correctly in the places set aside for this purpose.

Adopt an environmentally responsible attitude toward resource use (e.g., don't waste water, energy, etc.).

Immediately notify the person in charge of the job if an environmental accident occurs (e.g., spillage of hazardous liquid product/waste, etc.). Whenever legally required, ensure that the work awarded is carried out only by duly qualified/credentialed technicians.

Respect and enforce safety signs.

Use the appropriate Personal Protective Equipment for the work in question and notify the service requester immediately of any accident that occurs.

Before the work/supply begins, deliver the list of products to be used, as well as their technical and safety data sheets.

Chemical products' packaging must be labeled in Portuguese in accordance with the CLP regulation (Classification and Labeling of Hazardous Substances).

Products and materials must be properly stored in appropriate places, and passageways, access to fire-fighting equipment, and electrical panels must be clear.

Chemical products must be kept in a containment basin. The work equipment/machinery to be used during the work must be in good repair and meet the safety requirements in accordance with current legislation.

Work equipment and machinery to be used during the work must be CE marked with an indication of the guaranteed sound power level (where applicable).

Never discharge wastewater into outdoor or indoor bins; do not pour chemicals into the wastewater and rainwater system.

Accepting these General Conditions implies accepting all the Quality, Environmental, and Occupational Safety rules mentioned above. A Purever reserves the right to request evidence during the service's performance. Failure to comply with the regulations in this document may lead to the temporary or permanent suspension of work. Any damage caused by failure to abide by the rules set out herein will be charged to the company that does not comply with the rules, and it will not be permitted to claim ignorance of the regulations in force and communicated herein.

1. **JURISDICTION**

The courts of the District of Nelas shall have jurisdiction to resolve any disputes arising from the interpretation, application, or execution of these general conditions, expressly waiving any other jurisdiction.