



STANDARD TERMS AND CONDITIONS OF BUSINESS

“Company” means the ALTITUDE (M) SENDIRIAN BERHAD office including its officers, employees, directors, agents, subcontractors and consultants contracting to undertake the Scope of Work for the Client.

“Client” means the entity named in the accompanying acknowledgment of assignment / work order / bid or proposal document.

“Client Group” means the Client and subsidiary, affiliate and holding company of the Client and their respective officers, employees, directors, agents, subcontractors and consultants.

1.0 Application

- 1.1 These standard term and conditions apply to the contract entered into between Company and the Client. To the extent that the terms of that contract are inconsistent with these terms and conditions, the agreed provisions of that contract shall prevail.

2.0 Scope of Work

- 2.1 The Scope of Work to be undertaken by the Company will be as described in the Company’s agreed acknowledgement of assignment to be undertaken and any supporting documentation attached thereto.

3.0 Variation

- 3.1 Variation or change to the agreed Scope of Work shall only be effective if made in writing specifically for such purpose and signed by a duly authorised representative of both the Company and the Client.

4.0 Conflict of Interest

- 4.1 The Company may be precluded from acting in certain matters if a conflict of interest exists or may exist. In this event, the Company may have to cease to undertake the Scope of Work or act on behalf of the Client of the Client. The Company will use best endeavours to identify any such conflict at an early stage of the assignment.

- 4.2 These Terms and Conditions will not prevent or restrict the Company from acting for other clients.

5.0 Fees

- 5.1 The Company’s fees are charged on time and expense basis unless agreed otherwise. Time is charged at appropriate hourly / daily rate for the personal engaged and includes time spent on travelling and attending meetings, researches, considering, preparing and working on documents, correspondence, reports and telephone calls. Expenses are charged at cost plus 10% administrative / handling charge. All invoices are net of local taxes, any local taxes arising from invoices issued shall be the sole responsibility of the Client.



- 5.2 Payment of fees is due within thirty (30) days of the invoice date. The Company reserves the right to charge interest at rate of 1% per month on invoices remaining unpaid after thirty (30) days. Should Company be required to take any action for the collection of fees hereunder, there shall be added to the invoice amounts all costs and expenses for such action including reasonable legal fees and the Company may take judgement for the entire amount due.
- 5.3 Any estimates of fees are given in good faith, but unless otherwise specified, are not contractually binding and fees may be higher or lower than the estimates given.

6.0 Termination

- 6.1 The Client may terminate the contract in writing at any time but will remain liable for our fees incurred up until the termination date. The Company will be entitled to keep any materials provided to the Company by Client while there is money owing to the Company for fees.
- 6.2 The Company may terminate the contract if :
- 6.2.1 The Client does not pay the Company's invoices as per the terms set out herein ;
 - 6.2.2 The Client is unable to pay its debts or a receiver administrator or liquidator is appointed over its assets ; or
 - 6.2.3 The Client suspends or ceases, or threatens to suspend or cease, to carry on all or a substantial part of its business.

7.0 Client Responsibility

- 7.1 The Client will provide the Company with all necessary information, assistance and cooperation so that the Company can perform its services under the contract.
- 7.2 The Client will provide such access to the Client or, if applicable the Client Group, premises and data, and such office accommodation and other facilities as the Company may reasonably request to perform its services under the contract.
- 7.3 All interpretations, research, analysis, recommendations, advice, or interpretational data furnished by the Company are opinions. The Client assumes full responsibility for the use of such opinions and all resulting decisions and the Company shall not be liable for any claims arising out of such use by the Clients. This limitation expressly applies to claims of third parties relying on the Company's interpretations, research, analysis, recommendations, advice or interpretational data.
- 7.4 The Client undertakes to name the Company as a co-assured under any insurance policy effected by the Client or any other party which is relevant to the Scope of Work and will provide to the Company, on-demand, details of the cover provided therein. Such insurance shall be deemed primary and first to react ahead of any insurance covering the same risks maintained by the Company. The Client agrees that the Company's total liability to the Client under the contract referred to in paragraph 1.1 above will be limited to the insurance provided to the Company, by that insurance policy and Client undertakes to procure that its insurers waive all rights of subrogation against the Company.



8.0 Limitation of Liability

- 8.1 In no circumstances will the Company be liable to the Client, the Client Group or any third party for any consequential or indirect loss, damage or expense.
- 8.2 The Client accepts that given the large amounts that may be at risk related to the locations, facilities and work involved the Company cannot be expected to purchase professional indemnity insurance for the full amount of any such risk and the Client acknowledges in all circumstances that it is reasonable for the Company to arrange professional indemnity cover up to a maximum of 3 times of the agreed service fees ('the Indemnity Limit'). The Company's total liability in contract, tort (including negligence or breach of statutory duty or strict liability including but not limited to unseaworthiness or product liability or vicarious liability) misrepresentation, under the statute, or otherwise arising in connection with the performance or contemplated performance of the Contract shall not exceed the Indemnity Limit. The Client agrees that in no circumstances can the Company be liable for any greater amount. The Company agrees to maintain professional indemnity cover for an amount at least equal to the Indemnity Limit and to advise the Client forthwith if it becomes unable to obtain or maintain professional indemnity insurance for any reason.
- 8.3 Furthermore, the Client or the Client Group agrees not to bring any claim personally against any of the Companies officers, employees, directors, agents, subcontractors and consultants.
- 8.4 Any claims against the Company by the Client or the Client Group shall be deemed to be irrevocably waived and time-barred upon the expiry of twelve (12) months from the submission date of the Company's report or invoice to the Client, whichever is the earlier, concerning the work or part thereof undertaken.

9.0 Relationship

- 9.1 For the avoidance of doubt, it is agreed that the Company is providing the work as an independent contractor. The parties to this Agreement are independent businesses and nothing in this Agreement or underperforming it shall constitute a partnership between the Company and the Client or the Client Group. The Company is not an agent or employee of the Client or the Client Group and it has no authority or power to bind the Client or the Client Group legally or to contract in the name of or create a liability against the Client or the Client Group in any way unless expressly authorised by the Client or the Client Group in writing.

10.0 Soliciting Employees

- 10.1 Without the Company's approval, the Client or the Client Group shall not, during the period of the contract, or within six (6) months after its termination or expiry, offer employment to or otherwise solicit any employee involved in providing services to the Client or the Client Group.



11.0 Communications

11.1 The Company will communicate with the Client electronically and will use electronic means of correspondence with third parties. Electronic communication of information cannot be guaranteed to be secure or error or virus free and its confidentiality may be vulnerable to access by unauthorised third parties. The Company accepts no responsibility or liability to the Client in respect of any loss arising from or in connection with the electronic communication of information to the Client or third parties concerning work undertaken by the Company under the contract. Email messages sent to or from the Company's systems are not confidential to any named individual at the Company and the Company reserves the right to read them at any time.

12.0 Documents

12.1 All materials of whatever nature supplied to the Company under the contract by the Client will remain at the Client's risk whilst in the Company's possession and during transit to and from any worksite and / or offices. On completion of the matter, if within ninety (90) days of the date of the final invoice, the Client does not request the return of all materials supplied to the Company, the Company may destroy such material.

13.0 Copyright and Confidentiality

13.1 Copyright in any documents prepared by the Company on the Client's behalf under the contract will remain with the Company and will not pass to the Client unless otherwise agreed in writing. All materials and documentation supplied to the Company by the Client under the contract will be treated by the Company as confidential and will only be disclosed to any third party with the Client's authority or if the Company is required to disclose it by law or by a regulatory authority. This does not apply to documents or information that the Company obtains or develops independently of work done for the Client under the contract or items that are in the public domain.

14.0 Assignment

14.1 Neither the Company nor the Client may transfer or assign any right or obligation under the contract without the written consent of the other party.

15.0 Force Majeure

15.1 Neither party shall be liable to the other for any failure to perform its obligations under the contract caused by acts, events, omissions or accidents beyond its reasonable control.

16.0 Entire Agreement

16.1 The Contract with the Client constitutes the whole agreement between the Company and the Client and supersedes all previous agreements between the parties relating to its subject matter.

16.2 Each party acknowledges that, in entering into the contract, it has not relied on, and shall have no right or remedy in respect of, any statement, representation, assurance or warranty (whether made negligently or innocently) other than for breach of contract between the Company and the Client.

16.3 Nothing in this condition shall limit or exclude any liability for fraud.

16.4 Any notice or any other communication required to be given under the Contract to the Company shall be in writing and shall be delivered personally, or sent by pre-paid first-class post, recorded delivery or by commercial courier for the attention of the Manager in the office of the Company with which the Client has contracted.

17.0 Liability to Third Parties

17.1 The Company does not assume liability to any person other than the Client and except as expressly provided for in any agreement between the Company and the Client.

18.0 Jurisdiction and Governing Law

18.1 These terms and conditions of business are governed by and shall be interpreted and construed under Malaysian laws. The Company and the Client agree to submit irrevocably to the exclusive jurisdiction of Malaysia's Courts to resolve any dispute or claim that arises out of or in connection with the contract.

