

Order form TME-1

Abstract

This form is to be used when ordering a Tailor-made electronic equipment. Please note that this is not a contract. The main purpose of this form is only to establish a clear view of your requirements. We are aiming to reply our potential costumers within maximum of two weeks time. If you need more information before completing this document, please do not hesitate to call our office with your enquiry.

Please note that as a research company we are not equipped for mass production and all requests for production of big series will be rejected.

1 Customer description

1.1 You full name/company name:

1.2 Your contact details:

1.3 Your company contact details:

2. Technical description

2.1 Please describe the purpose of the device you require to be developed

2.2 Please describe the required size of the device

2.3 Please describe other physical requirements as weight, power consumption, etc...

2.4 Please describe all requirements for input and output

2.5 Please describe all computational functions and power you require from the device

2.5 Please describe all input output plugs you require

2.6 Please describe all monitor/screen displays you require (if any)

2.7 Please describe the enclosure box you require

2.8 Please describe any special packaging or labelling you require

2.9 Other descriptions

2.10 Please provide your documentation requirements:

2.10 a) user functional documentation

2.10 b) technical maintenance documentation

2.10 c) technical documentation for further development

2.10 d) technical documentation for serial production and testing

2.11 e) internal research documentation for the device

3. Ordering procedure and required documentation

3.1 In order to start the development work we require the following.

☞ form TME-1 to be completed by you and received back by us as soon as possible.

☞ achieve mutual agreement on the design of the ordered by you device

- ☞ contract terms agreement signed by you
- ☞ a deposit of 25% of the final price is required prior to the start of any development work.

3.2 Development process and progress report.

a) The revision process of the development work will be defined and clearly stated in the contract. If the customer expresses additional requirements for the technology (after the development work has already started) these new requirements will be formally described and agreed in a Contract Amendum.

3.3 Full payment of the development work is required at reception of the ordered by you electronic device.

3.4 Special conditions

Special intermediate process monitoring and exchange of documentation is possible only if stated specifically in the contract or in an additional agreement made between the parties.

3.5 Development termination

The termination of the development process can be initiated by both parties:

3.5.1 Termination initiated by the Customer:

- a) one month written notice is required
- b) all development work expenses from the beginning of the process have to be covered.

3.5.2. Termination initiated by Selectec Consultants Ltd:

- a) one month written notice will be given
- b) our company will return all unused funds to the customer
- c) our company will deliver to you all documentation produced upto the moment of termination (contract conditions apply)

3.6 Selectec Consultants Ltd does not take any responsibility for damaging your software or hardware devices caused by improper use, defaulting connection or any other direct or indirect circumstances. Please note that all devices we are producing will be tested in our office before packaging and delivering to you. In rare cases it is possible some equipment to require adjustment to your hardware or software which to us is not classified as defect.

3.7 Communication between parties is advised to be done in written format.