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Ambasciata d'Italia a Canberra

Appointment Letter – Terms of contract acceptance

10/12/2018

RiteWay Curtains & Blinds

Mr Alan Smith

PO Box 348

Fyshwick ACT 2609

Reference: CIG ZD326318A8

Dear Mr Smith,

Thank you for the quote you provided to this Embassy on 4th December 2018 for the supply and installation of 6 Luxaflex Edge Roller Blinds to the Ambassador's Residence.

The quote with the technical information provided and the contractual terms and conditions are accepted by this Embassy, provided you also agree to the following terms and conditions requested by the relevant Italian administrative regulations:

1. the indicated price is fixed and is not subject to revision and is the total fee due and payable for the agreed work to be carried out;
2. the contractor cannot request to the Embassy extra payment for the services covered in the quote;
3. the contractor must indicate in writing here below the details of the current Bank account to which the Embassy will make the required payments and the person/persons authorised to manage the Bank account:

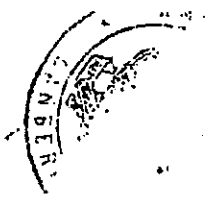
Nestpac

BSB- 032 730

Account Number- 319 650

Account Name - RiteWay Curtains and Blinds Pty Ltd.

12 Grey Street, Deakin ACT 2600
Tel.: (02) 6273 3333 - Fax: (02) 6273 4223 - Email: canberra.procurement@esteri.it



The Embassy will not make payments in a manner other than by transfer to the aforementioned Bank account;

4. in the invoice the following reference number must be indicated: CIG ZD326318A8;
5. the payment will take place after the Embassy has verified the regular execution of the contracted services and within 30 days from the date of receipt of the invoice.

Please note that under Italian legislation, it is forbidden for us to make payment in advance or prior to the service having been completed.

It is understood that the provision of the services will be completed in January 2019 at a mutually convenient date.

Please return this letter signed by the authorised representative of your Company with the Bank information and the declaration requested.

The contract for the supply and installation services, and the specific clauses set above, will become binding for both Parties from the date the Embassy receives this letter signed and the requested declaration.

The Contractor

The Ambassador of Italy
Stefano Gatti