

Procurement Lifecycle Document for Select Fresh

CUAGRO2019 – Common Use Arrangement for
Bulk Groceries and Fresh Produce

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Select Fresh

ABN: 48 008 277 772

ACN: 008 277 772



Contact information

David Stewart

Phone: (08) 9455 4652

Mobile: 0407 914 151

Facsimile: (08) 9455 5540

Email: dstewart@selectfresh.com.au

Orders / Enquiries: admin@selectfresh.com.au

Website: www.selectfresh.com.au

Postal Address: 77 Tacoma Circuit Canning Vale WA 6155

Admin hours: Monday to Friday 7.00am to 4.00pm

Buying methods

Place an Order

You can use the CUA Order Form or your organisation's own order form to make a purchase from Select Fresh. Please make sure that you quote the CUA number "CUAGRO2019".

OPTION A – Use CUA Order Form or Agency Order Form

Step 1: (if required): Use email or phone to communicate with the Contact Person for Customer Orders – David Stewart – via the enquiries email address as per the contact details on page 2 to set up a CUAGRO2019 Account.

Step 2: Fill in the CUA Order Form or your organisation's own order form with the products you require and the delivery date required.

Step 3: Send the CUA Order Form to Supplier Name via email address – admin@selectfresh.com.au for fulfilment. If you have any questions, contact David Stewart via the details on page 2 for further information.

OPTION B – Phone Order

Step 1: (if required): Use email or phone to communicate with the Contact Person for Customer Orders – David Stewart – via the enquiries email address as per the contact details on page 2 to set up a CUAGRO2019 Account.

Step 2: Contact the Telephone Number listed in the contact details on page 2 to speak with a Select Fresh representative. This person can discuss your order with you and take the order over the phone.

Step 3: Payments can be made via Credit Card or you can pay on your Account in the near future. Payment queries can be directed to our Accounts Receivable via the contact details on Page 2. If you have any questions, contact David Stewart via the details on page 2 for further information.

Minimum Order Thresholds

The following Minimum Order Thresholds apply:

- Minimum Order Threshold Product Conditions = Not applicable

Payment of invoices

Either pay over the phone with Credit Card, or pay on your Account via EFT – Account details as follows:

BSB: 086-006

Account Number: 58-937-7344

For queries, contact Accounts Receivable – admin@selectfresh.com.au

Delivery

Perth metropolitan area and the City of Mandurah

Free delivery is available to any nominated delivery point located within the Perth Region and the City of Mandurah, including any nominated carrier's depot where consignment to country areas is involved. Free delivery to these locations applies for both Standard Products and Non-Standard Products.

Products will be delivered free-of-charge to your site if your order is submitted prior to 4.00pm AWST for delivery on the following business day.

Please note that for any prepared or processed products, orders need to be submitted prior to 10.00am for delivery the following business day. Any late orders will be delivered two business days later.

Regional Deliveries

For Regional orders, the order timeframes are as follows:

Order needs to be submitted at least two business days prior to required delivery to nominated carrier depot. Please ensure the delivery date reflects the date required at the carrier depot, and not the date you require the goods at your physical location.

If you have any questions, contact David Stewart via the contact details on page 2.

Disposal and recycling

Select Fresh take back all re-usable plastic crates.

Any metro site requiring cardboard have the option of recycling on site or returning used cardboard boxes to be recycled at Select Fresh.

Return of rejected goods

Where prior to acceptance, the Products delivered are found to be unsuitable for acceptance due to sub-standard quality, the Customer may reject any or all of the Products ordered.

To reject the Products, the Customer must notify the Contractor within three (3) Business Days for non-perishable and one (1) Business Day for perishable or fresh produce. The Products must be removed at the Contractor's expense within such reasonable time as the Customer may direct.

Should the Contractor fail to duly and properly remove the rejected Products within the time specified by the Customer, the Customer shall be entitled to have the rejected Products returned at the Contractor's risk and expense to the Contractor's premises, whereby the Contractor must afford every facility to accept the return of the Products.

Select Fresh requires written notification within 24 hours or receipt of product that a product is unfit for use and needing to be returned and replaced or credited.

If the goods need to be replaced, Select Fresh will replace on the same day should the product be available. There are times where we do not have access to alternate goods until the following morning.

This will be communicated with the site to work to find an appropriate course of action satisfactory to the end user.

Account management and invoicing

If required, Select Fresh will provide consolidated invoicing in specific formats as agreed with the Customer. The Account Manager for Customer queries and invoicing is David Stewart who can be contacted via the details on page 2.

Contact information

General enquiries

Admin

David Stewart

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Mobile: 0407 914 151

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