



CEI Pty Limited Trading as Raeco  
ABN 72 006 501 926

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AUSTRALIAN MADE



STEEL SHELVING



FURNITURE



LIBRARY &  
EDUCATION  
SUPPLIER

## QUOTATION & DELIVERY ACCEPTANCE

Thank you for choosing Raeco. We are looking forward to working with you!

Once you have completed this form, simply email it to us at [support@raeco.com.au](mailto:support@raeco.com.au)

We wish to proceed with Raeco Quotation Number: \_\_\_\_\_

Our Purchase Order Number: \_\_\_\_\_ Organisation Name: \_\_\_\_\_

Your Raeco Account Number: \_\_\_\_\_ Purchase Order Value \$ (excluding GST): \_\_\_\_\_

(If total differs from full quoted amount, please attached a list of items you are ordering.)

### DELIVERY

CONFIRM DELIVERY ADDRESS \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

### DELIVERY CONTACT

Name: \_\_\_\_\_ Ph: \_\_\_\_\_

If delivery date falls within school holidays - will you accept delivery?  YES  NO

Please advise if full or part delivery is NOT to ground floor, ie: Stairs or lift access required.

Date delivery is required on site:

Delivery to Ground Floor ONLY

Delivery to ALTERNATE floor

\_\_\_\_\_  
(dd/mm/yy)

### INSTALLATION

If installation has been quoted, please indicate:

I REQUIRE and accept installation as per quotation

I DO NOT require installation

### PLEASE CHECK YOUR QUOTATION CAREFULLY AND REVIEW THE FOLLOWING POINTS :

TICK

I have checked and agreed the specifications and designs of all drawings selected relating to this quotation.

I have checked and agree the colours and specifications of the shelving and furniture components quoted are correct.

I understand shelving, furniture or custom made products cannot be exchanged if I change my mind.

### PLEASE REVIEW YOUR QUOTATION CAREFULLY. BY SIGNING THIS ACCEPTANCE YOU AGREE:

I accept that all specifications included in my Raeco Quotation, including products, colours, finishes and quantities are correct.

I have read and agree to Raeco's Terms & Conditions and Caveats at [RAECO.COM.AU](http://RAECO.COM.AU)

NAME:

DATE:

SIGNATURE:

To sign digitally, use the fill & sign option from your Adobe Acrobat Reader. Alternatively print, sign, scan and email to us.

## RAECO PROJECT CAVEATS

December 2022

Thank you for choosing Raeco to complete your project. To help facilitate a successful installation, can you please review these important details.

1. Images provided in quotations are indicative. Please note colours, fabrics and finishes may vary. We recommend confirming these prior to placing your order.
2. Prices have been calculated based on our standard colours and finishes (unless specified otherwise). If you require additional or varied works, outside those included in this proposal, including (but not limited to) colour, quantity or finishes, we will provide a written update (or variance) before commencing.
3. If the date of your project installation is delayed indefinitely, or beyond 30 days of scheduled date, (and the cause of the delay is not as a result of Raeco), Raeco will issue an invoice for delivery and completion in line with the original dates. These will be calculated with our “percentages of project pricing” outlined in point 5 of this caveat document.
4. If storage of items is required due to project delays, as a result of customer or third party (ie: not Raeco), storage fees will be submitted as a variation.
5. For Australian projects, a 50% deposit is required on placement of order and 30% on delivery. The final 20% is due 30 days after completion. Please refer to our terms and conditions for full details. For all international projects, a 100% deposit is required on placement of order.
6. Once deposit is received by Raeco, manufacture will commence.
7. Lead times are calculated from the date an official order is placed with Raeco (approx. 6-12 weeks). Please note lead times are influenced by the availability of stock at the time of order placement, location of customer and other external events. We will confirm lead times with you.
8. Some custom design / specialty furniture items may involve a longer lead time. We will confirm any extended lead times with you at the time your order is placed with us.
9. This proposal is based on delivery and installation with clear access to site, on ground level (or to a floor level indicated by customer). Access must accommodate standard pallet sizes.
10. Any works (including installation) undertaken outside the scope of your proposal are considered variation(s). If additional costs are incurred as a result of variations, these will be invoiced before commencement.
11. Non-install: If Raeco are not completing the installation, and local services are employed to unpack goods, Raeco are unable to accept any liability for damages incurred during installation.
12. The quotation is based on supply of all items. If items are added or removed from the proposal before supply commences, a revision (or variance) may be raised to reflect new items and quantities purchased. Variances may also affect the costs of install, placements and packaging removal.
13. Please review all our terms and conditions at [Raeco.com.au](http://Raeco.com.au)

### PREFERRED SUPPLIER FOR LEADING CONTRACTS INCLUDING

