Community Supplier Management System

Supplier Terms and Conditions

The terms and conditions set out below apply to the Supplier’s participation in the Community and the terms on which Achilles will use and share the information submitted by the Supplier in the Questionnaire.

The Supplier will be deemed to have accepted these terms at the time when the Supplier completes the registration process and Achilles sends to the Supplier an email confirming acceptance of the Supplier’s application for registration. These terms and conditions shall apply to the exclusion of any other terms and conditions, including without limitation any purchase order or confirmation of order provided by the Supplier.

1. Definitions

Achilles means Achilles Information Limited.
Community means Achilles Utilities Nordics & Central Europe.
Intellectual Property means all intellectual property rights including copyright (in any software, operational manuals and reports), database rights, neighbouring rights and all rights in relation to inventions (including any program, system, procedure, process, formula or method of production), patents, registered and unregistered trade marks, registered and unregistered designs, trade secrets and confidential information.
Party means either Achilles or the Supplier (and “Parties” will be construed accordingly).
Private Data Questions means questions in the Questionnaire which are designed only to be shared with one particular Subscriber, such as buyer specific questions.
Questionnaire means the specific online questionnaire through which Achilles collects the Supplier’s information for the purpose of subsequently making it available to Subscribers through the Community.
Supplier means a supplier, contractor or a service provider who wishes to register, or is already registered on the Community.
Subscriber means the companies registered as users of the Community.

2. General Terms

The Supplier agrees to answer the questions in the Questionnaires as accurately and completely as possible such that the completed Questionnaire reflects the general status of, and the specific goods and or services offered by, the Supplier at the time of completion of the Questionnaire. The Supplier is responsible for reviewing and maintaining the accuracy of the data information entered in the Questionnaire. Certain functionality within the Community may generate email or other forms of electronic messaging to be sent to the Supplier. The Parties recognise that such forms of communication are not infallible, and it is the Supplier’s responsibility to ensure any contact details provided to Achilles are correct, and to make regular checks to view any communications which may be held on the Community.

Achilles may request Supplier to update or confirm the information Supplier has entered into the Questionnaires if it believes there may be errors or inconsistencies. Once confirmed by the Supplier, Achilles will publish the entire information provided by the Supplier through the online Questionnaires out to the Subscribers (or a single Subscriber in the case of Private Data Questions), by loading the completed Questionnaire responses into the relevant Community databases where it may be searched by Subscribers. Achilles will provide Supplier with email confirmation once Supplier’s information has been loaded onto the Community search databases. Achilles may use the information provided by Supplier to analyse and to improve the services and products it offers to customers. Achilles may make selected non-sensitive or anonymised elements of Supplier’s information available to third parties or Subscribers of other communities operated by Achilles or its affiliates.

The Supplier agrees to:

i. comply with Achilles’ reasonable requirements and directions as to use of the Questionnaire;

ii. use the Questionnaire in accordance with applicable law, including data privacy laws and communication regulations; and

iii. not knowingly interfere with the proper functioning of the web site hosting the Questionnaire or the Community.

The Supplier agrees not to use the Questionnaire to knowingly load, post or distribute any information that:

i. infringes the Intellectual Property rights of any other person or entity; or

ii. is harmful, inaccurate, misleading, fraudulent, defamatory, obscene, offensive or otherwise illegal.

Achilles and the Supplier shall use their reasonable endeavours to ensure that computer software viruses that may damage hardware, software or communication systems, are not knowingly created or introduced to the web site hosting the Questionnaire.

The Supplier further agrees to maintain the confidentiality of the unique questionnaire log on, required by the Supplier to gain access to the Questionnaire, issued by Achilles in the Community introductory letter or email. The Supplier agrees to limit distribution of this log on to individuals in the Supplier’s organisation who require access to this log on for the purpose of completing the Questionnaire. In addition the Supplier will notify Achilles immediately if it knows or suspects any misuse of, or breach of confidentiality relating to this log on.

Neither Party shall offer, give or agree to give to any person employed by or on behalf of the other Party any gift or consideration of any kind as an inducement or reward for any act in relation to the provision of the Community. Any breach of this condition by the Supplier (or by anyone employed by or acting on its behalf) in relation to the Community will entitle Achilles to terminate this agreement with immediate effect. Under such circumstances Achilles will not refund any fees received from the Supplier.

Notwithstanding anything else in these terms and conditions and with the exception of the obligation of the Supplier to pay the fee, neither Party shall be liable for any failure in performing any of its obligations under these conditions if such failure is caused by circumstances beyond its reasonable control, which shall include any Act of God, war, trade dispute, fire, flood, drought, tempest or any other abnormal weather conditions.

If at any time any one of the provisions of these terms and conditions becomes invalid, illegal or unenforceable in any respect, the validity and enforceability of the remaining provisions shall not in any way be affected or impaired. These terms and conditions shall continue in effect until amended by Achilles by written notice. These terms and conditions may be provided with translations into other languages, and if a contradiction should occur between such translations then the terms of the English version will take precedence.

Achilles and the Supplier confirm any agreement entered into between Achilles and the Supplier shall be between those parties only and that unless expressly agreed otherwise herein, no third party shall have any rights under the Contracts (Right of Third Parties) Act 1999 or otherwise to enforce any term of such agreement. Furthermore no third party may be held liable by and owes no duty of care, responsibility or liability to the Supplier. The Supplier agrees that it will not bring any claim or proceedings of any nature (whether in contract, tort, breach of statutory duty or otherwise and including, but not limited to, a claim for negligence) in any way in respect of or in connection with these terms and conditions against any such third party.
3. **Indemnities**

The Supplier will indemnify and keep indemnified Achilles, its officers, employees and agents against all and any liability, losses, damages, awards, claims, costs and expenses that they may sustain or incur arising from Supplier’s breach of any representations, warranties or obligations set forth under these terms and conditions.

Achilles will indemnify the Supplier for any loss suffered by the Supplier as a result of Achilles’ failure to comply with any applicable laws or regulations in providing the Community, and against all and any liability, losses, damages, awards, claims, costs and expenses that they may sustain or incur arising from Achilles’ breach of any representations, warranties or obligations set forth under these terms and conditions, subject to the limit stated below.

Nothing in these terms and conditions will serve to limit or exclude the liability of either Party in respect of any matter which cannot be limited or excluded by law. For all other matters Achilles’ aggregate liability to the Supplier in respect of all claims (whether in contract or tort) will not exceed the value of the preceding 12 months fees paid by the Supplier. Achilles will not in any circumstance be liable for indirect, incidental or consequential loss or damage or loss of profits, revenue, business, interest, anticipated savings, use of any open source software or any business interruption.

The web site hosting the Questionnaire may provide links to other internet sites. Achilles is not responsible for the availability or content of such other sites. The Supplier’s accessing of any of these sites is entirely at the risk of the Supplier.

4. **Fees and Payment**

An annual non-refundable fee is payable by the Supplier for subscribing to the Community, the amount of which is specified in the Supplier’s application. If, in accordance with the applicable legislation of the country of the Supplier, services rendered by Achilles under this agreement are subject to tax withheld from the service fees and to be remitted by the Supplier to the respective tax authorities, the fees for services should be increased by the Supplier by the respective amount so that, after withholding of these taxes from the fee amount, Achilles is paid the amount of fees equal to the amount which Achilles would receive if there were no such withholding. Such fee is payable by the methods set out on the Achilles website from time to time. The Supplier acknowledges and agrees that if paying online:

- payment will be processed on Achilles’ behalf by Achilles’ payment processing sub-contractor (the “Payment Processor”) from time to time (currently CyberSource Limited, a UK registered company);
- the Payment Processor may process any personal data provided by the Supplier for the purpose of processing payment of the fee;
- receipt by the Supplier of any email notification that the Supplier’s payment is being or has been processed does not constitute acceptance by Achilles that it will include the Supplier’s information in the Community and/or that there exists a contract. If Achilles decides, for whatever reason, to decline the Supplier’s application, then any amounts paid by the Supplier will be repaid without delay; and
- payment of the fee may be made to Achilles or any of its affiliates and receipt by any such entity shall constitute valid performance by the Supplier of its obligation to pay such fee.

5. **Ownership Rights**

The copyright and all Intellectual Property rights whatsoever in the Community database, all computer programs, user manuals, product and service codes, Achilles sponsored web sites, questionnaires and other documentation in connection with the Community will remain vested in and be the property of Achilles. Any Intellectual Property in the information and other material entered by the Supplier onto the Questionnaire shall, at all times, remain vested in the Supplier.

6. **Confidentiality**

Notwithstanding Achilles’ duty to publish the Supplier’s Questionnaire responses to Subscribers, Achilles and the Supplier agree to keep in confidence for a minimum period of five years from the termination of these terms and conditions any information obtained under these terms and conditions and will not divulge the same to any third party, other than its own officers, employees or agents, without the prior written consent of the other Party.

Achilles shall use all reasonable endeavours to protect and safeguard the information provided by the Supplier from loss, theft, destruction, third party intervention, “hacking” and the like from accidental disclosure and shall ensure all employees do likewise.

This provision shall not apply to:

i. any information in the public domain other than in breach of these terms and conditions;
ii. information that is either trivial or obvious or already in the possession of the receiving Party before its receipt from the disclosing Party;
iii. information received from a third party (other than a Subscriber) who is free to disclose the same;
iv. disclosure of information which is required by law or a regulatory body;
v. information developed by one Party independent of the other; or
vi. information disclosed to professional advisers, auditors, bankers or financiers provided a confidentiality undertaking is in force with at least the same terms as this clause.

Achilles agrees to ensure that each Subscriber undertakes similar terms of confidentiality before being allowed to access the Community.

Supplier is aware that its information is designed to be shared with the Subscribers and participating in the Community and completing the Questionnaires may require the Supplier to provide certain limited personal information on individuals such as names, job titles and contact details. The Supplier confirms that it is permitted to provide any such details to Achilles for the purposes of its participation in the Community. Achilles or the Subscribers can transfer the Supplier’s information into or out of the European Union for the purposes of operational handling, data hosting or backup purposes, including to other Achilles subsidiary or affiliated companies.

7. **Term and Termination**

These terms and conditions shall continue in force for the term of the Supplier’s registration and shall terminate automatically at the end of such period.

Without prejudice to any of Achilles’ other rights or remedies, Achilles may remove the Supplier’s details (either temporarily or permanently) from the Community and terminate this agreement in the event of any actual or suspected breach by the Supplier of these terms and conditions, Supplier’s insolvency or other event occurring in respect of the Supplier as a consequence of debt.
8. **Law and Jurisdiction**

These terms and conditions shall be governed by the laws of England and Wales and the **Parties** shall be subject to the exclusive jurisdiction of the English courts.

These terms and conditions may be provided with translations into other languages, and if a contradiction should occur between such translations then the terms of the English version will take precedence.