

SERVICE TERMS & CONDITIONS

1 Definitions

- 1.1 In these Terms, unless the context otherwise requires: “*Access Laws*” means any law, requirement, restriction or condition imposed or made under any applicable law relating to access to any Site; “*Agreement*” means any contract or agreement created by the Client’s acceptance of a Proposal; “*Related Corporations*” means any company which is a related corporation to either of Hydrobiology or the Client (as the context permits or demands) as defined in Section 6 of the Companies Act; “*Claim*” means any claim or claim alleging liability for negligence, breach of contract or breach of any duty or failure to perform any obligation or meet any responsibility imposed by or arising under common law or statute; “*Client*” means the person to which a Proposal is addressed; “*Confidential Information*” has the meaning given to that term by clause 11.1; “*Companies Act*” means *Companies Act 1967*; “*Dispute*” means a dispute between the parties relating to the Agreement or any Services; “*Due Date*” in relation to an invoiced amount means the 30th day after the date of delivery of the invoice; “*Fee Variation Notice*” means a notice given in accordance with clause 7; “*Fees*” means the price set out in the Proposal as varied by any Fee Variation Notice or any subsequently negotiated price at which Hydrobiology offers or agrees to provide Services to the Client, including any consulting fees and Reimbursable Expenses; “*GST*” means Goods and Services Tax as defined in the *Goods and Services Tax Act 1993* and any associated legislation, regulations and publicly available rulings or any other consumption tax imposed by any government on the supply of the Services; “*Hydrobiology*” means Hydrobiology Singapore Pte Ltd (UEN 201801873G); “*Intellectual Property*” has the meaning given to that term by clause 12.1; “*Insolvency Event*” means, subject to the statutory stay provisions of the Insolvency, Restructuring and Dissolution Act 2018, if the Consultant becomes bankrupt, or becomes subject to any official management, receivership, liquidation, provisional liquidation, voluntary administration, winding up or externs administration, “*Latent Condition*” means any physical, environmental or other condition of or pertaining to any Site or which in any case may affect the Services and which was not disclosed in information provided by the Client to Hydrobiology prior to formation of the Agreement; “*Personnel*” means, in relation to a party, its employees, officers, agents and subcontractors; “*Proposal*” means any proposal to which these Terms are attached in which Hydrobiology offers to provide Services to the Client and any subsequent variation of the Proposal that may be agreed between Hydrobiology and the Client; “*Reimbursable Expenses*” means any costs or expenses incurred by Hydrobiology in connection with the provision of the Services for which the Agreement requires the Client to reimburse Hydrobiology; “*RFP*” (Request for Proposal) means any request or invitation by the Client for a proposal, offer or expression of interest for provision of services to the Client and in response to which Hydrobiology submits a Proposal; “*Services*” means the Services described or referred to in the Proposal and any subsequent variation of such or additional services that Hydrobiology provides to the Client in connection with those Services; “*Site*” means any land, property, airspace or body of water that Hydrobiology or its Personnel must access to provide Services; “*Terms*” means these Service Terms and Conditions.

2 Agreement

- 2.1 Upon the Client executing the Proposal or communicating in writing to Hydrobiology (including by email) its acceptance of the Proposal, the Client shall be deemed to have engaged Hydrobiology to provide the Services and to have agreed to pay Hydrobiology the Fees and Hydrobiology shall be deemed to have agreed to provide the Services for the Fees.
- 2.2 The Agreement incorporates the RFP, the Proposal and these Terms and any scope of services contained in, attached to or referred to in the Proposal. In the event of any conflict between any terms of the RFP, the Proposal and these Terms, the Proposal will govern to the extent of the inconsistency.

3 Relationship between the Parties

- 3.1 The Agreement is not one of partnership or employment between the parties, but is one of principal and independent contractor. Nothing in this Agreement imposes any fiduciary duties on a party in relation to any other party.
- 3.2 The Client is not responsible for Hydrobiology’s expenses except to the extent of the Reimbursable Expenses.
- 3.3 Hydrobiology shall not have any authority to bind the Client to any contract or create any liability against the Client in any way or for any purpose and Hydrobiology shall not hold itself out in any way as having any such power or authority, except with the prior written approval of the Client.

4 Hydrobiology’s Obligations Concerning the Services

- 4.1 Hydrobiology must provide the Services to the Client in the manner and subject to the conditions contained in the Agreement.
- 4.2 Hydrobiology must ensure that it complies with all applicable laws in providing the Services. It will comply with any Access Laws, but this undertaking does not remove and is not a substitute for the primary obligation of the Client to advise Hydrobiology of the existence of any Access Laws and to obtain all such applicable consents or permits.
- 4.3 Hydrobiology shall hold and maintain workers’ compensation insurance, employers’ liability insurance, public liability insurance, professional indemnity insurance and any other insurances required by law.

5 The Client’s Obligations Concerning the Services

- 5.1 The Client must advise Hydrobiology of the existence of any Access Laws and obtain all such applicable consents or permits.
- 5.2 Unless otherwise specifically agreed, the Client:
- (a) must comply with any Access Laws including obtaining any consent or permit necessary for the Services to be performed without delay;
 - (b) must inform Hydrobiology of any conditions contained in any Access Laws or applicable permits or consents;
 - (c) indemnifies Hydrobiology and its Personnel for any penalty, fine, restriction or other liability that may be lawfully imposed upon it or them due to non-compliance with any Access Laws or any such consent or permits; and

- (d) shall consent to any application for consent or permit required under any Access Laws or any other law to the extent necessary for the Services to be provided.

6 Fees and Payment

- 6.1 Any Fee quotation in a Proposal is valid for the time specified in either the RFP or the Proposal or 30 days from the date of the Proposal, whichever is the longer period, provided that Hydrobiology has not previously withdrawn it.
- 6.2 All Fees and other monetary amounts listed or quoted in the RFP or the Proposal are exclusive of GST unless otherwise indicated.
- 6.3 If Hydrobiology has any liability to pay GST on any Fees, Hydrobiology will add an amount equivalent to its GST liability to the tax invoice for those Fees and the Client must pay that amount, in addition to the Fees, when the Client pays the invoice (unless the relevant tax invoice specifically states that the invoiced amount is inclusive of or exempt from GST).
- 6.4 The Client must pay the full amount of any invoice issued by Hydrobiology by the Due Date.
- 6.5 Notwithstanding anything else in these Terms, if an Insolvency Event occurs in relation to the Client, all invoices issued by Hydrobiology will become immediately due and payable.
- 6.6 If the Client fails to pay any amount owing to Hydrobiology by its Due Date, Hydrobiology reserves the right to charge the Client:
- (a) interest on the balance amount outstanding at the rate of 10% per annum from the Due Date, calculated daily; and
 - (b) all costs (including legal costs on a full indemnity basis), expenses or losses incurred or sustained by Hydrobiology as a result of any failure by the Client to comply with these Terms. Such costs and expenses may be recovered by Hydrobiology from the Client as a debt due and payable.

7 Variations

- 7.1 A Fee Variation Notice shall be given by Hydrobiology to the Client as soon as practicable after discovery of any Latent Conditions which in Hydrobiology's reasonable opinion may:
- (a) cause any of its costs in providing the Services to increase;
 - (b) render it unlikely that the Services may be provided within any agreed time period; or
 - (c) requires examination, testing or reporting in order for its services to be properly supplied under this agreement.
- 7.2 The Fee Variation Notice may:
- (a) estimate a longer time period for the completion of the Services under the Agreement;
 - (b) specify additional Fees; and
 - (c) advise that any of the preceding are not presently ascertainable.
- 7.3 If Hydrobiology gives a Fee Variation Notice the Client agrees to pay the further Fees to be invoiced by Hydrobiology as provided for in the Fee Variation Notice or when ascertained.

8 Delays

- 8.1 Hydrobiology shall not be liable for any delay in performing any of its obligations under the Agreement to the extent that such delay is caused by events or circumstances beyond Hydrobiology's reasonable control and any time limit imposed by the Agreement that is affected by the delay shall be extended for a further period equal to the length of the delay.
- 8.2 Where Hydrobiology is delayed in performing Services due to a delay of the kind referred to in clause 8.1, Hydrobiology shall be entitled to Reimbursable Expenses associated of or incidental to the delay and may issue a Fee Variation Notice pursuant to clause 7.

9 Limitation of Liability

- 9.1 Unless and only to the extent specifically outlined in the Proposal, no part of the Services will include a design recommendation or other advice or recommendation about how a natural or physical structure should be modified, built, constructed or configured, and to the extent that any of Hydrobiology's advice or recommendation shall relate to design or construction, the Client shall not in any way rely upon any such statement or advice for final design or construction.
- 9.2 Hydrobiology shall not be liable for misdescriptions of conditions in fact present at Site where testing is conducted, where:
- (a) the difference between Hydrobiology's report and actual conditions is within industry-accepted tolerances for inaccuracy having regard to inherent potential ranges of error of the technical equipment used;
 - (b) test conditions were atypical; or
 - (c) the condition at the Site is not a condition stated in the Agreement to be reported upon.
- The Client shall bear the onus of proof that a misdescription has occurred.
- 9.3 The Client may not bring any Claim against Hydrobiology, and the Client hereby indemnifies Hydrobiology for Claims brought by third parties, in respect of advice or recommendation given by Hydrobiology unless that advice or a recommendation is such that an experienced and technically competent adviser contracted to provide the Services and using the technical data and reports in fact used by Hydrobiology would not reasonably have provided in accordance with best industry practice.
- 9.4 All information and advice provided by Hydrobiology to the Client as part of the Services is provided solely for the Client's own use and benefit and Hydrobiology shall not be liable or responsible to any other person who may rely upon or come into possession of any information provided by Hydrobiology to the Client by way of reports or other advices and the like.
- 9.5 To the maximum extent permitted by law, the liability of Hydrobiology, its employees, officers, directors, agents, contractors and subconsultants, under or in connection with the Agreement, the performance, or non-performance of the Services, for a Claim, in equity or otherwise, shall:
- (a) not include any loss of profit, loss of business opportunity, loss of use, loss of income, loss or revenue, payment of liquidated damages under the Agreement or any other agreement, payment of any penalty or any indirect, consequential or special losses of whatever nature; and
 - (b) be limited in the aggregate to \$100,000.
- 9.6 The Client hereby releases and indemnifies Hydrobiology for any Claims brought by any person where the liability of Hydrobiology is found to exceed that amount.

9.7 Hydrobiology shall not be liable to the Client or third parties in respect of any Claim unless the claimant has notified Hydrobiology in writing of its intention to make the Claim against Hydrobiology within 3 months of the date of cessation of the Services irrespective of whether any cause of action on which the Claim is based arose within that time or not.

10 Indemnities

10.1 Each party ("Indemnifying Party") must indemnify the other party ("Indemnified Party") against, the amount of any liability incurred by the Indemnified Party arising from or in connection with a breach by the Indemnifying Party:

- (a) of this Agreement; or
 - (b) of any law relating to the Services or the Agreement;
- except to the extent that the Indemnified Party has caused or contributed to such liability.

11 Confidentiality

11.1 For the purposes of this Agreement the term "Confidential Information" means all information:

- (a) that is not in the public domain (except by the failure of a party to perform and observe its obligations under this Agreement) concerning the trade secrets, operations, dealings, organisation, finance, customers, markets, suppliers, assets, liabilities, intellectual property and know-how of a party or any of its Personnel or Related Corporations; or
- (b) that would identify:
 - (i) a party, its personnel or Related Corporations;
 - (ii) the nature of the Services; or
 - (iii) the existence of the Agreement.

11.2 Each party ("Recipient") agrees in relation to Confidential Information of another party or a third party ("Owner"):

- (a) to use the Confidential Information only for the purposes of performing its obligations under the Agreement; and
- (b) to keep that Confidential Information confidential and not disclose it or allow it to be disclosed to any third party except:
 - (i) with the written consent of the Owner; or
 - (ii) to Personnel or advisers of the Recipient and of the Recipient's Related Corporations who have a need to know (and only to the extent that each has a need to know) and are aware that the Confidential Information must be kept confidential.

11.3 The obligations of confidentiality under this Agreement do not extend to information that (whether before or after the Agreement is formed):

- (a) is disclosed to a Recipient under or in relation to this Agreement, but at the time of disclosure is rightfully known to or in the possession or control of the Recipient and not subject to an obligation of confidentiality on the Recipient;
- (b) is public knowledge (otherwise than as a result of a breach of this Agreement); or
- (c) is required by law to be disclosed and the Recipient required to make the disclosure has taken all reasonable steps to oppose or prevent the disclosure and to limit, as far as reasonably possible, the extent of the disclosure.

11.4 In giving written consent to use or disclose its Proprietary Information, the Owner may impose such conditions as it thinks fit.

11.5 The Owner may at any time require the Recipient's Personnel or Related Corporations to give a written undertaking in a form reasonably required by the Owner relating to the use and non-disclosure of the Owner's Proprietary Information.

11.6 On ceasing to be a party and/or on the termination of the Agreement each Recipient must:

- (a) continue to keep confidential all Confidential Information of the Owner; and
- (b) at the Owner's option, return to that Owner or destroy and certify the destruction of that Owner's Confidential Information except that the Recipient may retain one copy of any Confidential Information as required to comply with any law, court order, rule or requirement of any stock exchange or government, corporate governance, insurance or internal audit requirements; and is not required to delete Confidential Information that is stored in electronic form in back-up tapes, servers or other sources as a result of the Recipient's ordinary back-up procedures for electronic data, provided that no attempt is made by the Recipient to recover such Confidential Information from the back-up tapes, servers or other sources other than for purposes permitted by this deed.

12 Intellectual Property

12.1 For the purposes of this Agreement the term "Intellectual Property" means all present and future copyright and analogous rights (including moral rights), all rights in relation to inventions (including patent rights), registered and unregistered trademarks (including service marks), registered designs, confidential information (including trade secrets), discoveries, inventions, know-how, circuit layouts and all other rights throughout the world resulting from intellectual activity in the industrial, scientific or artistic fields. These rights include all rights in all applications to register these rights and all renewals and extensions of these rights.

12.2 Title to all Intellectual Property created by Hydrobiology in the course of performing the Services shall vest in Hydrobiology.

12.3 So long as the Client is not in breach of any obligation to make payment to Hydrobiology, the Client shall have an irrevocable, unconditional, perpetual, royalty-free, non-exclusive, worldwide, transferable and sublicensable licence to use such of the Intellectual Property rights owned by Hydrobiology to the extent required for the sole purpose of enjoying the full benefit of the Services.

12.4 Hydrobiology warrants that it is the sole owner of or is legally entitled to use all of the Intellectual Property licensed to the Client by clause 12.3.

13 Termination

13.1 Either party may terminate the Agreement immediately and without notice if:

- (a) the other party commits any serious or persistent breach of the Agreement and fails to rectify the breach to the party's satisfaction within 14 days of receipt of written notice to rectify the breach;
- (b) an Insolvency Event occurs; or
- (c) the other party is, in the reasonable opinion of the terminating party, no longer capable of performing its obligations under the Agreement.

13.2 This Contract may be terminated at any time by mutual agreement; or by a party for any reason after giving reasonable written notice to the other party.

13.3 The termination of the Agreement pursuant to clauses 13.1 and 13.2 shall not affect any rights that may have accrued to either party prior to termination, including Hydrobiology's right to be paid any Fees for Services performed.

14 Non-Solicitation

14.1 The Client:

- (a) acknowledges that in the ordinary performance of the Agreement, it can be expected that Hydrobiology's Personnel will have communications of various types with the Client;
- (b) agrees not to, during the term of the Agreement or for a period of 12 months after the termination or expiration of the Agreement, engage any of Hydrobiology's Personnel as an employee or contractor except where the Client follows a conventional process of seeking applications for a position via direct advertising or use of a recruitment agency (but not including a direct approach by the recruitment agency to the Hydrobiology Personnel);
- (c) agrees that in the event that the Client breaches the preceding restriction, the Client shall pay to Hydrobiology \$30,000.00 for each Hydrobiology Personnel so engaged or otherwise contracted;
- (d) agrees that the sum mentioned in the preceding clause shall be payable by way of liquidated damages, and has been assessed by the parties hereto as fair compensation for the loss of such Personnel and the cost of engaging and retraining replacement Personnel; and
- (e) acknowledges and agrees that if for any reason the preceding part of this clause shall be found unlawful or unenforceable, but the where the circumstances stated in sub-clause (b) apply, the amount stated in sub-clause (c) shall represent a commission at an agreed rate for a service, namely Hydrobiology's introduction of its Personnel to the Client, and shall be due on demand.

15 Disputes

- 15.1 A party seeking to resolve a Dispute must do so strictly in accordance with the provisions of clause 15.2, compliance with that clause being a condition precedent to seeking relief in any court or tribunal in respect of the Dispute.
- 15.2 A party seeking to resolve a Dispute must notify the existence and nature of the Dispute to the other party (the "Notification"), whereupon the parties must refer the Dispute to their respective Chief Executive Officers or their nominees. If the dispute has not been resolved within 14 days of receipt of the Notification then any party may refer the Dispute to mediation under the ICC Mediation Rules by filing a request for mediation in accordance with the provisions of Article 2(1) of the ICC Mediation Rules. The parties agree that the mediator is to be appointed by the ICC and that all mediation hearings are to occur at a place or places to be nominated by Hydrobiology that is in a city close to either a Site or a permanent Hydrobiology office. A party that files a request for mediation in accordance with this clause must, immediately after doing so, notify the other party that it has filed the request.
- 15.3 When a party has filed a request for mediation and notified the other party of the filing in accordance with clause 15.2, neither party may commence legal proceedings in any court or tribunal in respect of the subject matter of the Dispute until the mediation process has been completed or within 60 days after the filing of the request under clause 15.2, whichever occurs first.
- 15.4 Nothing in this clause shall prevent a party from seeking interlocutory relief through the court's jurisdiction or prevents Hydrobiology from taking legal action at any time to recover moneys owing by the Client to Hydrobiology.

16 General

- 16.1 This Agreement is governed by the laws of Singapore, without reference to its conflicts of laws provisions and the parties agree to submit to the non-exclusive jurisdiction of the courts in Singapore. Proceedings may be commenced in any court in Singapore and the parties consent to that court having jurisdiction, notwithstanding that it may not otherwise have jurisdiction, but for this clause.
- 16.2 If any provision of this Agreement is illegal, void or unenforceable, it will be severed from this Agreement and the remainder of the Agreement will remain valid and enforceable.
- 16.3 No amendment or variation to these Terms or this Agreement will be effective unless it is in writing.
- 16.4 Unless and to the extent otherwise specified, all references to monetary amounts in this Agreements are refences to Singapore Dollar amounts.
- 16.5 Clauses 2.2, 5.2(c), 6, 9, 10, 11, 12, 14, 15, 16.1 to 16.5, 16.11, 16.12 and any provisions of this Agreement which are capable of having effect after the expiration will survive the completion or earlier termination of the Agreement.
- 16.6 Neither party may assign or attempt to assign any of its rights or obligations under this Agreement without the other party's prior written consent in writing, which consent may not be unreasonably withheld.
- 16.7 Notices in connection with this Agreement may be given in the manner permitted by addressing and delivering or transmitting the notice to the address or contact number listed:
 - (a) for Hydrobiology, as set out in the Proposal or as notified by Hydrobiology to the Client from time to time; or
 - (b) for the Client, as stated in the RFP or as notified by the Client to Hydrobiology from time to time.
- 16.8 Notices shall be deemed to have been received at the time they would normally be received in the ordinary course according to the method of delivery used, except where the sender receives information or becomes aware or ought reasonably to be aware of circumstances that would indicate to a reasonable person that the notice had not been received.
- 16.9 Any failure by a party to enforce any clause of this Agreement, or any forbearance, delay or waiver of a party's rights or indulgence granted by the other party will not be construed as a waiver of the party's rights under this Agreement.
- 16.10 This agreement may be signed in any number of counterparts, each of which is an original and all of which, taken together, form one single document. The exchange of copies of this Agreement and of signature pages by electronic mail in portable document format form (PDF), or by any other electronic means, shall constitute effective execution and delivery of this Agreement as to the Parties and may be used in lieu of the original Agreement for all purposes.
- 16.11 The Client agrees Hydrobiology may engage any Hydrobiology Related Corporations to assist Hydrobiology in providing the Services. To the extent permitted by law, the Client acknowledges and agrees that it will not have any rights and legal recourses, and waives any claim, demand or cause of action against any of Hydrobiology Related Corporations and their employees, officers and directors and agents, engaged in performing part or all of the Services, provided Hydrobiology will be liable to Client for the negligent acts and omissions of Hydrobiology Related Corporations.

- 16.12 Notwithstanding clause 11, the Client agrees that Hydrobiology and Hydrobiology Related Corporations may disclose and use the deliverables, information (including, but not limited to, business, financial, commercial and technical information) provided by or on behalf of the Client with AI Technology, and output from such AI Technology, in the provision of the Services and the course of Hydrobiology’s business operations (which may include for third party use). AI Technology means any artificial intelligence software, technology, system, service, tool, algorithm or model, including but not limited to machine learning models, large language models or AI foundation models or any other system capable of simulating human intelligence, making predictions, generating content, or automating tasks.
- 16.13 The parties warrant that neither they nor their affiliates, officers, employees, agents, or intermediaries will engage in modern slavery, bribery, corrupt practices, money laundering or actions prohibited under applicable laws, rules, regulations or equivalent , including those of Singapore, Australia, the United States, the United Kingdom, New Zealand, and all locations where Services is provided (regardless of the party, its Related Corporations, subcontractors and personnel are subject to those laws, rules, regulations or equivalent). The Parties will take measures to prevent such conduct by related entities and personnel. Hydrobiology may refuse services or terminate this Agreement immediately if the Client, its Related Corporations, are involved in illegal, sanctioned, or restricted activities under relevant legislation or appear on government restricted-party lists. If either party suspects a breach of this clause, it must notify the other in writing and may suspend performance until confirmation of compliance is provided within 10 working days. Breach of this clause is a fundamental condition of the Agreement and entitles the non-defaulting party to terminate immediately and seek indemnification.

SIGNED BY AN AUTHORISED OFFICER OF <Insert COMPANY Name>

.....	
(Full Name) Authorised Officer	Witness Full Name (Printed)
.....	
(Position/Title) Authorised Officer	Witness (Position/Title)
.....	
Authorised Officer Signature	Witness Signature (Client)
.....	
Dated	Dated