



Procurement Lifecycle Document for Quality Printers & Cartridges Pty Ltd as trustee for Splashes Trust trading as QPC Group

CUAPCS2024 – Common Use Arrangement for Printing and Copying Machines and Solutions

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Quality Printers & Cartridges Pty Ltd as trustee for Splashes Trust, Trading as QPC Group



ABN: 29 306 430 440

ACN: 129 383 991

Contact Information	
Phone	(08) 9303 3888
Mobile	Click or tap here to enter text.
Facsimile	Click or tap here to enter text.
Email	reception@qpcgroup.com.au
Websites	www.qpcgroup.com.au
Admin hours	Monday to Friday 9.00am to 5.00pm
Operations	Business hours Mon - Fri

Contact information

General enquiries

Admin

Phone	(08) 9303 3888
Facsimile	Click or tap here to enter text.
Email	reception@qpcgroup.com.au
Websites	www.qpcgroup.com.au
Postal Address	2 Glory Rd GNANGARA WA 6077
Orders	Please see Buying Process Outline
Hours	Monday to Friday 9.00am to 5:00pm,

Accounts

Accounts Manager

Name	Kathy McGlew
Mobile	(08) 9303 3888
Email	accounts@qpcgroup.com.au

Buying methods

Place an Order

Phone, email, CUA Order Form, Customised online desktop order form, automated ordering system, all discussed below in detail

Phone

Simply phone QPC Group on (08) 9303 3888 and place order via phone

Email

Simply email reception@qpcgroup.com.au to place an order

CUA Order Form

STEP 1 (if required): Use email or phone to communicate with the Contact Person for Customer Orders via the enquiries email address as per the contact details on page 2 to set up a CUAPCS2018 Account.

STEP 2: Fill in the CUA Order Form or your organisation's own order form with the products you require.

Customised Online Desktop Order Form

This is the second easiest method to place a order directly with QPC Group and ensure all CUA pricing is attached as well as make the ordering process as easy as possible

You can also use Quality Printers & Cartridges easy Desktop Online Order Form to make an order. When you make this purchase online in the correct manner, as per below, you will be automatically allocated with reduced CUA pricing.

STEP 1 (if required): Use email or phone to communicate with the Contact Person for Customer Orders via the contact details on page 2 to set up a CUAPCS2018 Account and Login details for the Quality Printers & Cartridges website.

STEP 2: QPC's exclusive order form is customised to your organisation, printing fleet and departments. With no logins or passwords to remember, your order form sits conveniently on your desktop available for you to double click when you are ready to order. Your order form automatically logs in and displays only your devices, matching consumables and CUA Approved prices ready for you to type in your quantities and press "send". Your form can be customised so devices are grouped into departments or labelled as "Jeff's printer" right up to having a centralised purchasing officer approving orders with a click of a button.

Automated Ordering System

Easily the easiest and most efficient method to place your orders with QPC Group.

QPC Group can provide you with an automated printer consumable ordering system that will detect your machine and insert a reorder threshold agreed with you the client to the relevant machines. This is a little monitoring program that will monitor printers and photocopiers only and report back to QPC with levels. This service is provided free by QPC Group for all CUA clients.

STEP 1: Contact QPC via phone or email and ask for automated ordering system to be setup

STEP 2: QPC will send an email with automated ordering system setup instructions. This is a simple 2 step process

STEP 3: QPC will liaise with you as to exactly the automated ordering thresholds that consumables will be provided

STEP 4: Sit back and enjoy the simplest and most efficient ordering system for your printers.

Minimum Order Thresholds

The following Minimum Order Thresholds apply:

- Minimum Order Threshold Product Conditions = **Not applicable**

Payment of Invoices

Pay on your Account via EFT – Account details as follows:

BSB: 036237

Account: 265554

NOTE: Please reference invoice number or company name for EFT payments
Email remittances to accounts@qpcgroup.com.au

Delivery

Perth metropolitan area

For Metropolitan areas, products will be delivered free-of-charge to your site within 24 hours of ordering

Regional Deliveries

For Regional orders, the order timeframes are likely to be longer. If you have any questions, contact reception via the details on page 2 for further information

Disposal and recycling

We offer disposal of printers and photocopiers through ewaste service. Price on application

Return of rejected goods

To be returned to QPC at own expense. Depending on circumstances QPC may agree to bare these expenses.

Account management and invoicing

Please call (09) 9303 3888 or email accounts@qpcgroup.com.au