



29 MAR 2018

Dear [REDACTED]

Thank you for your email of 20 March 2018 requesting the following information:

- *I would like to know the Ministry's payment terms to suppliers. So, how long it takes to pay its suppliers for goods and services. If there is a range, please provide detail on all payment terms.*

Your request has been considered under the Official Information Act 1982 (the Act).

The Ministry's standard payment terms are available on our website at the following link:

<http://services.education.govt.nz/assets/procurement/terms-of-purchase/Ministrytermsofpurchase20160602.pdf>

In particular, clause 4.1 states that:

Following delivery the Ministry will pay the price by the 20th of the month following the month of receipt of your valid invoice.

The Ministry may agree alternative payment terms depending on the nature of the goods and services being supplied. Typically these can range from immediate payment to 7 or 14 days following receipt of a valid invoice.

Please note, the Ministry now proactively publishes OIA responses on our website. As such we may publish this response on our website after five working days. Your name and contact details will be removed.

Thank you again for your email. You have the right to ask an Ombudsman to review this decision. You can do this by writing to info@ombudsman.parliament.nz or Office of the Ombudsman, PO Box 10152, Wellington 6143.

Yours sincerely



Zoe Griffiths
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