

Supplier Address

Nigel Pearce
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom

Delivery Address

Saphia Chaudhry
London Corporate Training Ltd
3 Shortlands
Hammersmith
LONDON
W6 8DA
United Kingdom

Purchase Order No. 25836-91132

Date 08/07/2019

Delivery Date 18/07/2019 ** NO FAIL **

Account Manager

Zsuzsanna Varro

E-mail

tstproduction@sourcing.co.uk

PLEASE SUPPLY THE FOLLOWING GOODS AND SERVICES:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B1327 Dartford A4 Ringbinder	Dartford A4 Ringbinder A4 Zipped Ring Binder folder made from lightly grained REACH compliant PVC. USB holder, 4 ring binder with 25mm O rings, pen loop and 20 page recycled lined paper notepad included Size: 25mm x 33mm x 4mm Material: Lightly grained REACH compliant PVC Weight: 0.8kg Colour: Black Print Details: 'London Corporate Training' with web address below 'www.lct.co.uk' - Font used Gills Sana MT in GOLD when landscape top left corner with folio opening down. Packing: Bulk Repeat Order: 25655 / 90805 but with an alternative folder as the existing is out of stock. Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval.	100	£ 6.20	£ 620.00
Origination	Origination	1	£ 17.00	£ 17.00
Carriage	Carriage	1	£ 29.00	£ 29.00
Subtotal				£ 666.00
VAT 20%				£ 133.20
Total				£ 799.20

Product No.	Product Description	Quantity	Unit Price	Subtotal
-------------	---------------------	----------	------------	----------

Please note our PO number: "25836-91132", and quote it on your invoices.

Failure to do this could well result in delayed payment.

TST PURCHASE ORDER TERMS:	All deliveries are to be made using Delivery Notes supplied by The Sourcing Team. A signed copy of the delivery POD is required within 48 hours to tstproduction@sourcing.co.uk
UNDERS & OVERS:	We must be supplied with the exact order quantity specified. Overs will not be paid for unless agreed in writing by The Sourcing Team & Unders are not acceptable.
TERMS & CONDITIONS:	All orders are based on The Sourcing Team Terms & Conditions of Purchase please request a copy from tstproduction@sourcing.co.uk
FILE SAMPLES:	Where file samples are requested this does form part of the contract and payment may be withheld if requested samples are not supplied.
INVOICING:	Invoices to be sent to invoices@sourcing.co.uk only. All invoices must specify TST Order No. & TST Order Contact. Invoices that do not contain this information will be rejected and returned for correct completion. Finance can be contact directly on +44 (0) 20 8666 0784.
TIME IS OF THE ESSENCE:	Dates specified are critical and must be adhered to - time is of the essence on all orders.
PDF PROOF:	Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval

VAT No: 676395092 Reg in England No: 3199616