

## Supplier Address

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

## Delivery Address

Becca McConnell  
Open Health  
4th Floor Holborn Gate  
26 Southampton Buildings  
London  
WC2A 1AH  
United Kingdom

**Purchase Order No.** 25873-91199

**Date** 12/08/2019

**Delivery Date** 27/08/2019 \*\* 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
B9811 Chelsfield 6oz Tote Shopper	<b>Chelsfield 6oz Tote Shopper</b> Size: 42cm x 38cm x 4cm Material: Cotton Weight: 6oz Colour: Black Print Details: Takeda_Boston Superkicker logo UV transferred to 1 side. Packing: Bulk Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval.	50	£ 2.21	£ 110.50
Origination	Origination	1	£ 25.00	£ 25.00
Carriage	Carriage	1	£ 10.00	£ 10.00
B1481 Romney Oversized A5 Portfolio	<b>Romney Oversized A5 Portfolio</b> versized A5 Zipped Tablet folder made in REACH compliant PU. Contains numerous card pockets, cable tidy space, pen loops, USB holders, an elasticated phone sleeve, a zipped pocket and a mesh pocket. 50 page A5 recycled lined notepad included.  Size: 21.5cm x 30cm x 4cm Material: Pembury PU Colour: Black Print Details: Takeda logo with white outline printed 185c red (close match as it is UV Print) to the front centre Packing: Bulk Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval.	50	£ 7.48	£ 374.00
Origination	Origination	1	£ 25.00	£ 25.00
Carriage	Carriage	1	£ 16.00	£ 16.00
<b>Subtotal</b>				£ 560.50
VAT 20%				£ 112.10
<b>Total</b>				£ 672.60

Product No.	Product Description	Quantity	Unit Price	Subtotal
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**Please note our PO number: "25873-91199", and quote it on your invoices.**

**Failure to do this could well result in delayed payment.**

<b>TST PURCHASE ORDER TERMS:</b>	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 <a href="mailto:tstproduction@sourcing.co.uk">tstproduction@sourcing.co.uk</a>
<b>UNDERS &amp; OVERS:</b>	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.
<b>TERMS &amp; CONDITIONS:</b>	All orders are based on The Sourcing Team Terms & Conditions of Purchase please request a copy from <a href="mailto:tstproduction@sourcing.co.uk">tstproduction@sourcing.co.uk</a>
<b>FILE SAMPLES:</b>	Where file samples are requested this does form part of the contract and payment may be withheld if requested samples are not supplied.
<b>INVOICING:</b>	Invoices to be sent to <a href="mailto:invoices@sourcing.co.uk">invoices@sourcing.co.uk</a> 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.
<b>TIME IS OF THE ESSENCE:</b>	Dates specified are critical and must be adhered to - time is of the essence on all orders.
<b>PDF PROOF:</b>	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