

Purchase Order

Supplier Address

Melanie Lee
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom

Delivery Address

Tomas Harold
Ricardo Energy & Environment
Bright Building
Manchester Science Park
Pencroft Way
Manchester
M15 6GZ
United Kingdom

Page

1/1

Purchase Order No. 16243-22699

Date 24/09/2019

Delivery date 27/09/2019

Order Administrator
E-mail

Emma-Jade Hodge
emma-jade@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Dartford A4 Zipped Folder	40	4.15	166.00

PLAIN STOCK.

Prited Zipped budget imitation leather folder made from lightly grained REACH compliant PVC with USB holders and 20 page recycled paper notepad.
Bulk packed and delivered.

Box Label:

Company: Ricardo Energy & Environment

FAO: Tomas Harold

Product: Dartford A4 Zipped Folder

Quantity: 50

Box of (please detail):

Origination

Carriage

1	0.00	0.00
1	14.00	14.00

Subtotal 180.00

VAT 20% 36.00

Total 216.00

Our Reference

Please note our PO number: "16243-22699", and quote it on your invoices.
Failure to do this could well result in delayed payment.

BEFORE DISPATCHING DIRECTLY TO OUR CUSTOMER:

Please contact me on or email emma-jade@premierpandp.com to advise:

- 1) Final Quantity - Please Note: If you are charging us for overs we must be told at the point of dispatch
- 2) How The Order Is Packed - i.e. how many boxes and/or pallets
- 3) Expected Delivery Date