



# Purchase Order

Bagco Ltd  
Bullhouse Mill  
Lee Lane  
Millhouse Green  
Sheffield  
South Yorkshire  
S36 9NN  
VAT Number: 799797712

**Purchase Order Number**  
PO-2309

**Purchase Order Date**  
26 Apr 2023

**Delivery Date**  
24 May 2023

**Account Number**  
BAG001

**Reference**  
Ovo tote bags

**VAT Number**  
353552207

Project Agency Ltd T/A  
Project Merchandise  
161 Riverside Close  
London  
E5 9ST

Description	Quantity	Unit Price	VAT	Amount GBP
Chelsfield Recycled Tote Bag				
Colour: Natural Material: 70% Recycled Cotton, 30% Recycled Polyester Branding: 1 Colour Print to Both Sides Artwork: File Labelled 'Merch_Tote' PMS: 2424C	2,000.00	1.15	20%	2,300.00
*Subject to the approval of a pre-production sample*				
x2 Pre Production Samples:				
1 unit sent to London office and 1 unit sent to Bristol office	1.00	68.00	20%	68.00
Printing	2,000.00	0.54	20%	1,080.00
Delivery	1.00	88.00	20%	88.00
			Subtotal	3,536.00

## Delivery Details

### Delivery Address

### Attention

### Telephone

### Delivery Instructions

Pre-Production Samples (one tote bag per address):

London Office  
FAO Francesca Danczak - Brand Team  
OVO Energy, 69 Notting Hill, London,  
W11 3JS

Bristol Office:  
FAO Toby Hughes - People Team  
OVO Energy, Temple Quay, 1 Rivergate, Redcliffe,  
Bristol  
BS1 6ED

Bulk Delivery addresses TBC

Description	Quantity	Unit Price	VAT	Amount GBP
Total VAT 20%				707.20
TOTAL GBP				4,243.20

By accepting this order you agreed to our current standard terms and conditions for supply of goods and services, available on request.