

Supplier AddressBagco Ltd
Unit 3
Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom**Delivery Address**Monique Shondé
Moorfields Eye Hospital NHS
Trust
Kemp House
152-160 City Road
London
EC1V 2NX
United Kingdom**Purchase Order**

Purchase Order No	Order Date	Your Reference	Order Placed By	Delivery Deadline
16599-30132	12/01/2026		Jen Lester	26/01/2026

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B8891 - Sandgate 7oz	Quality Cotton Tote Bag Product colour: Royal Blue Branding requirements: Printed 2 Colour	50	4.39	219.50
				Subtotal 219.50
				VAT 20% 43.90
				Total 263.40

Reference

Please note our PO number: "16599-30132", and quote it on your invoices.

Delivery

Please note the delivery deadline. If this isnt possible confirm your earliest delivery date.

Invoice

Invoices for completed work must be received within the same calendar month as the delivery to ensure payment by the due date. Any invoices received the following month will need to be dated by month of receipt.