

PURCHASE ORDER



Innovation1st, Westminster House, Kew Road, Richmond, TW9 2ND, England

Tel: 00 44 (0) 208 332 6642

EORI: GB978301692000

Delivery Address:

Collection
31st October 2017
From Premier Screenprinting
United Kingdom

Tel:**Bill to:**

Innovation 1st Ltd.
Innovation 1st Limited
Westminster House
Kew Road
Richmond upon Thames
TW9 2ND
United Kingdom

Purchase Order Number: 133268

Purchase Order Date: 25 Oct 2017

Delivery Date: 31 Oct 2017

Supplier: Bagco Ltd

Supplier Contact: Jenni Lester

ORDER DETAILS

SKU	Supplier Code	Item name	Barcode	Qty	Item price
6632 - NB	B5881	AWS Drawstring Bag item: Black Deco: 2 colour print Unit: 0.4800 Deco per unit: 0.3400 Origination: 50.0000 Orange PMS: Coated 1375 C Uncoated 137 U		4300	£0.8302
6634 - NB	B5011R	AWS Eynsford Drawstring Bag item: Black Deco: 2 colour print Orange PMS: Coated 1375 C Uncoated 137 U Unit: 0.60 Deco per unit : 0.34		700	£0.9400
		Sample: Innovation1st, First Floor, Westminster House, Kew Road, Richmond, TW9 2ND		1.0000	£0.0000
Subtotal					£4,227.86
VAT @ 20%					£844.54
Total					£5,072.40

Terms and Conditions:

- Please ensure an electronic copy of the invoice is emailed to **accounts@innovation1st.com**.
- Please ensure all communications in relation to artworks and order status are sent to your Innovation 1st contact as well as copying the e-mail address **PurchaseOrders@innovation1st.com**.
- Suppliers should use plain boxes without any of their own branding.

- SKU's must be boxed in their own cartons, we will not accept mixed SKU cartons.
- Boxes should be labelled with the following information in order to be accepted into our warehouse:
 - Innovation 1st SKU codes for the product being ordered
 - The quantity of items included in each box
 - Each carton must be barcoded with the barcode provided, it must be placed on each outer carton or if each outer carton has mixed SKUs then every inner carton. It is not necessary to barcode each individual product. There are two ways to create the barcode:
 - It can be copied straight from the PO provided
 - The SKU provided can be entered into a barcode software using the code 128 format, this will produce the barcode.
 - **ALL** orders that have not been barcoded as specified will result in the deliveries being rejected and returned to the sender.
- The following must be communicated to Innovation 1st as soon as possible:
 - Unders / overs must be communicated to Innovation 1st
 - Innovation 1st must be notified when orders are despatched.
 - The supplier should inform Innovation 1st about packaging details for the order, such as the number of boxes being delivered, dimensions, and weights, as soon as these are known by the supplier.
 - If there is any change to the agreed delivery date, the supplier should immediately raise this to their Innovation 1st contact.
- Deliveries should only be made to the stated delivery address on a business day, and between the hours of 9am - 5pm.
- If wooden pallets are used for delivery of goods, all pallets must be certified and stamped - legibly - with International Plant Protection Certification (IPPC) logo.