



# Purchase Order

Order No. P102832 For enquiries please contact: XXXXXXXX Tel: [REDACTED]

### A. To Supplier

RISUAL LIMITED  
 RISUAL HOUSE  
 PARKER COURT  
 STAFFORDSHIRE TECHNOLOGY COURT  
 STAFFORD  
 ST18 0WP

### B. From Purchaser

Met Office  
 Procurement Branch  
 FitzRoy Road  
 Exeter  
 Devon EX1 3PB United Kingdom  
 Tel: [REDACTED]

Please proceed with this order in accordance with the Terms and Conditions overleaf.

Signed:

Date: 22nd December 2016

### C.

Item No.	Description of Goods/Services Required	Quantity		Unit Price	Firm Price
		each	unless otherwise stated	per each carriage paid	carriage paid
				£	£
	Terms and conditions for this order are as per contract reference RM1557-8/5				
1	Planning and design [REDACTED]		XXXXXXXX	XXXXXXXX	XXXXXXXX
2	[REDACTED] design work		XXXXXXXX	XXXXXXXX	XXXXXXXX
				<b>Total Value (Ex VAT)</b>	26600.00
				<b>Standard Rate VAT (If Applicable)</b>	5320.00
				<b>Total Value of Order</b>	31920.00

For deliveries over 20kg please telephone the Met Office on [REDACTED] Mon to Fri 9am to 5pm to arrange a delivery time.

### D. Deliver To:

XXXXXXXX  
 MET OFFICE EXETER  
 FITZROY ROAD  
 EXETER  
 DEVON  
 EX1 3PB

### E. Invoice To: (Invoices must quote Order Number)

**Please email invoices to:**  
**accounts payable@metoffice.gov.uk**  
 Met Office  
 Accounts Payable  
 FitzRoy Road  
 Exeter  
 Devon EX1 3PB United Kingdom  
 Tel: [REDACTED]

F. Delivery Date	Consignee Reference	Contract No	Vendor ID
1st January 2017	XXXXXXXX	RM1557-8/5	V012269

