



**UK Research
and Innovation**

Supplier: Civil Service College
25 Queen Anne's Gate
St James's Park
London
SW1H 9BU
United Kingdom

Tel:
Fax:

Order	
Order Date	23-JAN-2024
Revision	0
Revision Date	
Payment Terms	As per terms and conditions

Invoices not quoting the PO number and the ship to details will be returned unpaid.

For all purchase order queries, please contact
P2PAdmin@uksbs.co.uk

For all invoicing queries, please contact finance@uksbs.co.uk

Ship to: UKRI - Polaris House
UK Research and Innovation
Polaris House
North Star Avenue
Swindon
United Kingdom
SN2 1PL

Invoice to: UKRI
C/O UK Shared Business Services Ltd
Polaris House
North Star Avenue
Swindon
United Kingdom
SN2 1UH

NOTES TO SUPPLIER:

Line	Part Number/Description	Delivery Date	Quantity	UOM	Unit Price (GBP)	Tax	Net Amount (GBP)
1	Writing and briefing course ()			Each			14,700.00

Total 2,940.00 14,700.00

Grand Total 17,640.00

The term and conditions relating to this purchase are provided in the Contract, which matches the Contract number cited in the narrative to this Purchase Order and are specific to this Contract. Where the Contract number is not so cited, then our standard terms and conditions will apply which are available at : <https://www.uksbs.co.uk/services/procure/Documents/UKRIPOTCs.pdf>

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