



Intellectual
Property
Office

Purchase Order

Purchase Order Number:	PO-3003786
Order Revision Number:	0
Date:	31/08/2018

Supplier
Bytes Software Services Ltd Bytes House Randalls Way Leatherhead Surrey KT22 7TW

Delivery Address
IPO IT Dept. Intellectual Property Office Accommodation Dept Concept House Newport South Wales NP10 8QQ

Invoice Address
IPO Accounts Payable Intellectual Property Office Concept House Newport South Wales NP10 8QQ

Contact Details
Contact for Enquiries: [REDACTED]
Contact Telephone:
Contact Email: [REDACTED]

Line No.	Quantity Ordered	Item Number and Description	Unit Price £	Line Value £
1		Hardware Maintenance for Polycom [REDACTED] Support and maintenance for Polycom kit	[REDACTED]	[REDACTED]

Please quote the Purchase Order number above (including the prefix) on your invoice.

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Total Order Value £ (exc VAT)

13,172.48

For payment by BACS please state on your invoice your bank name, sort code, account number and account name

Intellectual Property Office Terms and Conditions indicated below will apply to this procurement and are attached / available upon request from the contact number as above.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/318950/termconditionsservices.pdf

Please be advised that this purchase order and any contractual documentation related to it may be published and made available to the public. The IPO's policy in relation to this subject can be seen at:

<http://www.ipso.gov.uk/about/supply/supply-transparency.htm>