



# Purchase Order

Order No. P101053 For enquiries please contact: XXXXXXXX Tel: [REDACTED]

### A. To Supplier

SOFTWARE BOX LIMITED  
 EAST MOOR HOUSE  
 GREEN PARK BUSINESS CENTRE  
 GOOSE LANE  
 SUTTON ON THE FOREST, YORK  
 YO61 1ET

### B. From Purchaser

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

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

Signed:

Date: 25th January 2016

### C.

Item No.	Description of Goods/Services Required	Quantity <small>each unless otherwise stated</small>	Unit Price <small>per each carriage paid</small> £	Firm Price <small>carriage paid</small> £
1	As per quote ref 226 1601 102 dated 22nd Jan 2016 Dell Latitude E7270, CTO	XXXXXXXX	XXXXXXXX	XXXXXXXX

For deliveries over 20kg please telephone the Met Office on +44 (0)1392 885994 Mon to Fri 9am to 5pm to arrange a delivery time.

Total Value (Ex VAT)	74159.00
Standard Rate VAT (If Applicable)	14831.80
<b>Total Value of Order</b>	<b>88990.80</b>

### D. Deliver To:

XXXXXXXXX  
 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: +44 (0)1392 886966

<b>F. Delivery Date</b>	<b>Consignee Reference</b>	<b>Contract No</b>	<b>Vendor ID</b>
1st February 2016	XXXXXXXXX	*****	P002670

