



Purchase Order

Order No. P101864 For enquiries please contact: XXXXXXXX Tel: [REDACTED]

A. To Supplier

HUMAN CAPITAL INDEX LTD
LABYRINTH COACHING AND CONSULTING
14 PONDTAIL PARK
HORSHAM
WEST SUSSEX
RH12 5LD

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: 21st June 2016

C.

Item No.	Description of Goods/Services Required	Quantity		Unit Price	Firm Price
		each unless otherwise stated	per each carriage paid	per each carriage paid	carriage paid
				£	£
1	[REDACTED] development sessions	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)	13500.00
Standard Rate VAT (If Applicable)	2700.00
Total Value of Order	16200.00

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:
accountspayable@metoffice.gov.uk
Met Office
Accounts Payable
FitzRoy Road
Exeter
Devon EX1 3PB United Kingdom

F. Delivery Date	Consignee Reference	Contract No	Vendor ID
31st December 2016	XXXXXXXXX	*****	V011884

