



Purchase Order

Order No. P016216 For enquiries please contact: XXXXXXXX Tel: 0870 9000100

A. To Supplier

RAINBOW OFFICE DESIGN LTD
22 PALACE GATES ROAD
ALEXANDRA PALACE
LONDON

N22 7BN

B. From Purchaser

Met Office
Procurement Branch
FitzRoy Road
Exeter
Devon EX1 3PB United Kingdom
Tel:0870 9000100

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

Signed:

Date: 29th April 2015

C.

Item No.	Description of Goods/Services Required	Quantity	Unit Price	Firm Price
		each unless otherwise stated	per each carriage paid £	carriage paid £
1	Stand up and Sit Down desks	XXXXXXXX	XXXXXXXX	XXXXXXXX
		Total Value (Ex VAT)		24814.33
		Standard Rate VAT (If Applicable)		4962.86
		Total Value of Order		29777.19

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.

D. Deliver To:

EXETER HQ

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
Tel: +44 (0)1392 886966

F. Delivery Date

3rd June 2015

Consignee Reference

XXXXXXXX

Contract No

Vendor ID

V001028

