



Purchase Order

Order No. P103534 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: [REDACTED]

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

Signed:

Date: 6th June 2017

C.

Item No.	Description of Goods/Services Required	Quantity	Unit Price	Firm Price
		each unless otherwise stated	per each carriage paid £	carriage paid £
	As per quotes 463 1706 103 and 463 1706 104 dated 1st June 2017 Terms and conditions for this order are as per contract reference RM3733-2			
1	Acrobat Pro [REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
2	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
3	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
4	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
5	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
6	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
7	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
12	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
13	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX
10	[REDACTED]	XXXXXXXX	XXXXXXXX	XXXXXXXX

For deliveries over 20kg please telephone the Met Office on [REDACTED] Mon to Fri 9am to 5pm to arrange a delivery time.

Total Value (Ex VAT)
 Standard Rate VAT (If Applicable)
 Total Value of Order
Continued

D. Deliver To:

XXXXXXXXXX
 MET OFFICE EXETER
 FITZROY ROAD
 EXETER
 DEVON
 EX1 3PB

E. Invoice To: (Invoices must quote Order Number)

Please email invoices to:
 [REDACTED]
 Met Office
 Accounts Payable
 FitzRoy Road
 Exeter
 Devon EX1 3PB United Kingdom
 Tel: [REDACTED]

F. Delivery Date	Consignee Reference	Contract No	Vendor ID
2nd June 2017	XXXXXXXXXX	RM3733-2	P002670



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Item No.	Description of Goods/Services Required	Quantity		Unit Price	Firm Price
		each	unless otherwise stated	per each carriage paid	carriage paid
				£	£
11	[REDACTED]		XXXXXXXX	XXXXXXXX	XXXXXXXX
15	[REDACTED]		XXXXXXXX	XXXXXXXX	XXXXXXXX

For deliveries over 20kg please telephone the Met Office on [REDACTED] Mon to Fri 9am to 5pm to arrange a delivery time.

Total Value (Ex VAT)	24308.39
Standard Rate VAT (If Applicable)	4861.64
Total Value of Order	29170.03

D. Deliver To:

XXXXXXXX
 MET OFFICE EXETER
 FITZROY ROAD
 EXETER
 DEVON
 EX1 3PB

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Please email invoices to:
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 Met Office
 Accounts Payable
 FitzRoy Road
 Exeter
 Devon EX1 3PB United Kingdom
 Tel: [REDACTED]

F. Delivery Date	Consignee Reference	Contract No	Vendor ID
2nd June 2017	XXXXXXXX	RM3733-2	P002670

