



Intellectual  
Property  
Office

# Purchase Order

Purchase Order Number: PO 3011106

Order Revision Number: 0

Date: 27/08/2024

## Supplier

Melissa Data Ltd  
Floor 37, 1 Canada Square  
Canary Wharf,  
London  
E14 5AA

## Delivery Address

IPO Purchasing Dept.  
Intellectual Property Office  
Purchasing Dept  
Concept House  
Newport  
South Wales  
NP10 8QQ

## Address

payables@ipo.gov.uk

Payments Payable  
Property Office  
House

## Contact Details for Purchase Order queries

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

## Invoice Address

Email: payables@ipo.gov.uk  
IPO Accounts Payable  
Intellectual Property Office  
Concept House  
Newport  
South Wales  
NP10 8QQ

## Item Number and Description

Unit Price  
£

Line Value  
£

Global Auto Address Renewal  
Subscription:  
01/09/24 to 30/08/25  
Volume 400,000

Line No. Quantity  
Ordered

Global  
Subscription  
01/09/24 to 30/08/25  
Volume 400,000

clearly

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Total Order Value £ 7,600.00  
(exc VAT)

ing rejected and cause a delay to payment

voice your bank name, sort code, account number and account name.

ns indicated below will apply  
upon request from the

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.ipo.gov.uk/about/supply/supply-transparency.htm>

Intellectual Property Office Terms and Conditions  
to this procurement and are attached / available  
contact number as above.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/318950/termconditionsservices.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/318950/termconditionsservices.pdf)

Please forward your invoice, which must  
quote the Purchase Order number above  
(Including the prefix) to payables@ipo.gov.uk

Failure to do so will result in your invoice being  
For payment by BACS please state on your invoice