

# PURCHASE ORDER

**Contoso Corporation**

123 Business Park Drive  
Seattle, WA 98101

**PO Number: PO-2025-0091**

Date: November 20, 2025  
Required By: December 31, 2025

**Vendor:**

Initech Consulting  
321 Consultant Row, Suite 500  
Bellevue, WA 98004

**Ship To:**

Contoso Corporation  
Receiving Dock A  
123 Business Park Drive  
Seattle, WA 98101

Line	Description	Qty	Unit Price	Amount
1	Senior IT Consultant - J. Thompson (est. 80 h)	80	\$175.00	\$14,000.00
2	IT Support Specialist - M. Garcia (est. 60 hr)	60	\$125.00	\$7,500.00
3	Network Infrastructure Assessment	1	\$2,500.00	\$2,500.00
<b>PO Total:</b>				<b>\$24,000.00</b>

**Terms & Conditions:**

Payment Terms: Net 30  
Time & Materials - actual hours may vary  
Ref: Support Agreement INI-SA-2025

**Notes:**

Infrastructure Modernization Phase 2  
Project Manager: Robert Chen  
Not to Exceed: \$25,000

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Authorized Signature

Michael Torres, Procurement Manager  
Date: November 20, 2025