

**THE UNIVERSITY OF WISCONSIN - MADISON, BUSINESS SERVICES**

PLEASE NOTE: THIS ORDER SHOWS SPECIFIC ADDRESSES FOR ORDER INQUIRY AND BILLING

**BILLING ADDRESS**

THE UNIVERSITY OF WISCONSIN-MADISON  
ACCOUNTS PAYABLE  
21 NORTH PARK, SUITE 5301  
MADISON, WISCONSIN 53715-1218

**ORDER INQUIRY ADDRESS**

**TELEPHONE: (608) 262-1526 - FAX: (608) 262-4467**  
THE UNIVERSITY OF WISCONSIN-MADISON  
PURCHASING SERVICES  
21 NORTH PARK, SUITE 6101  
MADISON, WISCONSIN 53715-1218

**PURCHASE ORDER NUMBER**

X684353 069592

SHOW THIS NUMBER ON ALL  
SHIPMENTS AND CORRESPONDENCE.  
INVOICES SUBMITTED WITHOUT  
PURCHASE ORDER NUMBERS  
WILL BE RETURNED

**SEE OTHER SIDE FOR INVOICING INFORMATION**

# PURCHASE ORDER

DATE 11 18 2020

W7J MOS

**VENDOR**

QMC INSTRUMENTS LTD  
SCHOOL OF PHYSICS & ASTRONOMY  
CARDIFF UNIVERSITY, THE PARADE  
CARDIFF, CF24 3AA  
UNITED KINGDOM

**DELIVERY ADDRESS**

UNIVERSITY OF WISCONSIN-MADISON

**SHIP  
TO**

**UW-MADISON CHEMISTRY**  
**1101 UNIVERSITY AVE**  
**MADISON, WI 53706**  
**USA**

CONTACT: MEYERS/ SUSANNA WIDICUS WEAVER 608-  
262-4225

F.O.B	TERMS	DELIVERY	ORDER TYPE	REFERENCE	STATE CONTRACT
E	N30		PC	21 0028	

ITEM	QUANTITY	UNIT	ITEM DESCRIPTION	COMMODITY CODE	UNIT PRICE	TOTAL
01	1	EACH	Host-Electron Bolometer QFIXBI/PTC - QFI/XBI Single Detector System	49092000000	87250.00	87,250.00
02	1	EACH	Air cooled compressor	49092000000	3500.00	3,500.00
TOTAL						90,750.00

VENDOR NOTE: PAYMENT WILL BE MADE UPON  
ACCEPTANCE OF THE MATERIAL/SERVICE BY THE  
ORDERING DEPARTMENT.

REFERENCE QUOTATION REF: EMORY/DEC19/02

QUOTATION IS REFERENCED FOR PRICE AND  
DESCRIPTION/DELIVERABLES ONLY. TERMS AND  
CONDITIONS OF CONTRACT #21-0028 APPLY FOR  
THIS ORDER.  
TC#

VENDOR NOTE: VALIDITY OF THIS PURCHASE ORDER  
AND CONTRACT IS DEPENDENT UPON YOUR MEETING  
THE INSURANCE REQUIREMENTS STATED ON THE  
REVERSE SIDE OF THIS PURCHASE ORDER.

**If any item(s) on this order is a hazardous chemical, as defined under 29CFR 1910.1200, provide one (1) copy of a  
Material Safety Data Sheet for each item with the shipped container and one (1) copy with the invoice.**

To the extent required by law ,  
the Anti-kickback Act (41 USC 51 et seq) applies to this procurement.

**TAX EXEMPTIONS**

We are a State of Wisconsin agency, and as such, exempt from  
all federal, state and local taxes, Wis. DOR ES 40706

Federal Registration No **39-73-1021-K** on file with  
Internal Revenue Service, Milwaukee

**ORDER  
APPROVED**



LORI VOSS  
DIRECTOR OF PURCHASING SERVICES

ORIGINAL

VENDOR - SEE OTHER SIDE FOR INSURANCE AND INVOICE INFORMATION

**ENTIRE AGREEMENT:** The UW-Madison Standard Terms and Conditions as found at (<http://www.bussvc.wisc.edu/purch/stdterms1.html>), or contact Purchasing Services at (608) 262-1526 to obtain a copy, are incorporated and made part of this agreement and shall apply to this Purchase Order except where special requirements are stated elsewhere; in such cases, the special requirements shall apply. Further, the Purchase Order with referenced parts and attachments shall constitute the entire agreement and no other terms and conditions in any document, acceptance, or acknowledgment shall be effective or binding unless expressly agreed to in writing by the UW-Madison.

**DELIVERIES:** Deliver to the **DELIVERY ADDRESS** shown on the front of the Purchase Order. Unless special arrangements are made, please deliver between 8:00 a.m. and 3:00 p.m. - No Saturday, Sunday or Holiday deliveries. Accompany each delivery with a packing list or memo showing Purchase Order Number and material furnished. UW-Madison prohibits deliveries by trucks over 30 ft. in length on several designated streets on the campus. The exceptions are trucks necessary for the delivery or pick up of perishable commodities, private construction vehicles, vehicles carrying radioactive materials, and campus service vehicles. If the items on this purchase order require delivery or pick up in a truck over 30 ft., please call the department contact person identified in the delivery address on this purchase order for further instructions, or contact Purchasing Services at (608)262-1526.

**APPLICABLE LAW:** This Agreement shall be construed under the laws of the State of Wisconsin. Jurisdiction and venue for any disputes under this Agreement shall be in Dane County, Wisconsin. The contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct. Wisconsin Statute 16.765(1) requires that in connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

**INSURANCE:** Any vendor providing services to the University of Wisconsin-Madison is required to maintain Worker's Compensation Insurance as required by Wisconsin Statute for all employees engaged in the work, Commercial General Liability (CGL), including product liability and completed operations, and Automobile liability when applicable for all owned, non-owned and hired vehicles that are used in carrying out the contract. Minimum coverages for CGL are Each Occurrence/General Aggregate - \$1,000,000. Automobile Liability minimum is: Combined Single Limit = \$1,000,000. Insurance must be provided by an insurance company licensed to do business in the State of Wisconsin, with a minimum AM Best rating of A-, and signed by an authorized agent. The state reserves the right to require higher or lower limits where warranted. **Validity of this purchase order is dependent upon your meeting the insurance requirements stated above.**

**FOB TERMS:** Please review the following website for full explanations of FOB Terms: <http://www.bussvc.wisc.edu/purch/stdterms.html>

- |  |   |
|--|---|
| <b>C</b> - F.O.B. Destination, Freight Collect   | <b>A</b> - F.O.B. Shipping Point, Freight Collect   |
| <b>E</b> - F.O.B. Destination, Freight Prepaid and Added   | <b>S</b> - F.O.B. Shipping Point, Freight Prepaid and Added   |
| <b>D</b> - F.O.B. Destination Freight Prepaid and Allowed (Vendor responsible for Freight Costs) | <b>P</b> - F.O.B. Shipping Point, Freight Prepaid and Allowed, (Vendor responsible for freight costs) |
| <b>I</b> - F.O.B. Installed  | <b>X</b> - F.O.B. Shipping Point, Pick-Up by UW Department  |
| <b>H</b> - F.O.B. Installed, Freight Paid by the Purchaser (UW)                                  | <b>T</b> - See order text for F.O.B. terms  |
| Other Codes:   |   |
| <b>O</b> - Training/Consultant Services  | <b>V</b> - Service/Maintenance  |

1. **Send invoices directly to the Accounts Payable address** stated on the front of this Purchase Order. **DO NOT** send invoices to the SHIP TO address.
2. **Invoice each Purchase Order separately**, referencing the Purchase Order number on the invoice. Invoices submitted without a valid Purchase Order number will be returned without processing.
3. **Invoice only for items shipped** - - **DO NOT** invoice for back orders.
4. Include your **complete remit-to name and address** on all invoices.
5. If your contract with the University requires a firm discount, your invoice must identify the discount or state that prices reflect the discount.
6. **Please submit only a single copy of the invoice.**
7. On all invoices, **state the payment terms** specified on our Purchase Order.
8. State statute requires the University to **pay or dispute all invoices within 30 days** of receipt or pay interest at the rate of 12% per annum from the 31st day. In cases where a payment is questioned, the 30 day period begins with the date of problem resolution. **Invoices offering cash discounts greater than \$20 are paid in approximately 15 days.** You may wish to consolidate billing for a given Purchase Order to enable you to offer a cash discount over \$20. We encourage monthly billings.
9. Provide the following level of **itemization** on all invoices:

- |   |   |
|---|---|
| Invoice for Item  | 1) Unit price<br>2) Number of units purchased/shipped<br>3) Description of items (model, size, color etc.)                                      |
| Invoice for Service provided at an hourly rate            | 1) Number of hours used to perform the service<br>2) Hourly rate charged<br>3) Complete description of service provided                         |
| Invoice for Service provided for a fee (non-hourly basis) | 1) Timeframe service was performed (e.g. for period of September 1 - 15, etc.)<br>2) Fee charged<br>3) Complete description of service provided |

**10. Questions regarding payments, past-due amounts, or billing problems should be directed to Vendor Relations. For accounts beginning with the letters A-F call (608)262-8729, and letters G-Z call (608)262-1527.**

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PURCHASE ORDER NUMBER

**BILLING ADDRESS**  
 THE UNIVERSITY OF WISCONSIN-MADISON  
 ACCOUNTS PAYABLE  
 21 NORTH PARK, SUITE 5301  
 MADISON, WISCONSIN 53715-1218

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 PURCHASING SERVICES  
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**ADDITIONAL  
ITEMS LIST**

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ITEM	QUANTITY	UNIT	ITEM DESCRIPTION	COMMODITY CODE	UNIT PRICE	TOTAL
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VENDOR NOTE: INSTRUCTIONS TO SHIPPER:  
 ORGANIZATIONS SHIPPING TO THE UNIVERSITY  
 OF WISCONSIN-MADISON FROM A FOREIGN  
 COUNTRY SHOULD FOLLOW THESE INSTRUCTIONS.

ALL SHIPMENTS MUST BE ROUTED THROUGH  
 CHICAGO FOR CUSTOMS CLEARANCE.

AIRWAY BILL/BILL OF LOADING INFORMATION:  
 PORT OF DESTINATION: CHICAGO (ORD/O HARE)  
 DELIVERY DESTINATION: MADISON, WI  
 CONSIGNEE:  
 UNIVERSITY OF WISCONSIN MADISON  
 PO #- X684353  
 CONTACT AT UNIVERSITY-MEYERS / SUSANNA  
 WIDICUS WEAVER  
 CONTACT PHONE #-608-262-4225  
 DEPARTMENT(S)- CHEMISTRY  
 STREET ADDRESS- 1101 UNIVERSITY AVE  
 MADISON, WI 53706

NOTIFY PARTY/BROKER:  
 SCARBROUGH INTERNATIONAL LTD  
 612 SUPREME DRIVE  
 BENSENVILLE IL 60106  
 (630)787-4535 PHONE  
 (630)568-6225 FAX  
 EMAIL: KGOLABEK@SCARBROUGH-INTL.COM

OTHER PROVISIONS:  
 DOCUMENTS: PLEASE FAX DOCUMENTS TO  
 SCARBROUGH INTERNATIONAL LTD.  
 PRIOR TO SHIPMENT DEPARTURE.  
 INCOTERM/TERMS OF SALE: PLEASE SHOW  
 INCOTERM/TERMS OF SALE FOR  
 SHIPMENT COST.

SPECIAL INSTRUCTIONS: PLEASE STATE ON THE  
 AIRWAY BILL FOR AIR SHIPMENTS IF THE MERCH-  
 ANDISE IS PERISHABLE AND/OR TIME SENSITIVE.  
 I.E.-PACKED IN DRY ICE, LIVE ANIMALS, ETC.

IF THERE ARE ANY QUESTIONS OF CONCERNS,  
 PLEASE CONTACT OR HAVE YOUR FREIGHT FORWARDER  
 CONTACT OUR FORWARDER/BROKER IN CHICAGO:  
 SCARBROUGH INTERNATIONAL LTD  
 (630)787-4502 PHONE  
 (630)595-3430 FAX

TERMS: NET 30 DAYS

VENDOR NOTE: TECHNICAL QUESTIONS REGARDING THIS PURCHASE ORDER WILL BE  
 ANSWERED BY THE CONTACT PERSON LISTED UNDER THE DELIVERY  
 ADDRESS. HOWEVER, NO CHANGES TO THIS ORDER CAN BE MADE WITHOUT  
 AUTHORIZATION FROM THE PURCHASING SERVICES DEPARTMENT.



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ADDITIONAL  
ITEMS LIST

Page 3

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FOR UNIVERSITY USE ONLY:  
1 4602 150 A481500 4 AAI2496

