

# PURCHASE ORDER

## GLOBAL PROCUREMENT SYSTEMS INC.

1234 Business Avenue, Suite 500  
New York, NY 10001  
Phone: (555) 123-4567 | Email: procurement@gps.com

PO Number:	PO-2024-01012	PO Date:	2025-10-13
Vendor:	Premier Office Equipment	Vendor ID:	V-1003
Buyer:	Mary Rhodes	Department:	Procurement
Delivery Date:	2025-10-31	Currency:	USD

## Delivery Address:

6758 Gary Parkway Apt. 578, West Karenview, NE 70576

## ORDER DETAILS

Item Code	Description	Qty	Unit Price	Total
IT-002	HP Desktop Workstation	3	\$1239.21	\$3717.63
IN-003	Safety Harness Kit	13	\$218.05	\$2834.65
IT-001	Dell Laptop XPS 15	10	\$1238.12	\$12381.20
IN-005	Air Compressor 50L	7	\$578.77	\$4051.39

Subtotal: \$22984.87  
Tax: \$2298.49  

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TOTAL: \$25283.36

This is a legally binding purchase order. Please confirm receipt and expected delivery date.