

University of Surrey

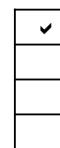
Framework agreement (tick one for all orders)

Supplier used is a framework agreement supplier

This supplier has a significantly better price than framework agreement supplier

Framework agreement supplier could not meet delivery deadline

There is no framework agreement supplier for these goods/services



Sub total
ex VAT

VAT if
chargeable

Grand total
inc VAT

Authorisation

Budget holder signature:

Date

For orders over £5k attach three quotes or tick box below

Supplier used is a framework agreement supplier so quotes not required

Works, goods or services required only available from one source

For standardisation or compatibility it is necessary to purchase from a single source

Unavoidable urgency precluded competitive quotations or tenders being sought.



*COSHH: If any of the goods ordered are Substances Hazardous to Health then attach risk assessment form

Finance office use

OF Purchase requisition number

OF Purchase order number/
Purchasing card reference number