

# Official Purchase Order



| Purchase Order  | Page        |
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| This Purchase Order Number must be quoted in all correspondence |             |

Guildford, Surrey GU2 7XH UK

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VAT Reg No: GB 688 9530 65

HPC Gears Limited  
Unit 14 Foxwood Industrial Park  
CHESTERFIELD  
Derbyshire  
S41 9RN

## Delivery Address

ES00 Faculty of Eng & Physical Science  
Goods In c/o Central Distribution  
University of Surrey  
Open from 08:00-12:45 and 13:45-16:15  
GUILDFORD  
Surrey  
GU2 7XH

## Contact Details

MRS WOOLDRIDGE, N A 01483 686296  
n.wooldridge@surrey.ac.uk  
Alternate contact Nadia A Wooldridge

## Invoice Address

Accounts Payable Department  
University of Surrey, Stag Hill  
Guildford  
Surrey, GU2 7XH

T: 01483 689355 E: accounts-payable@surrey.ac.uk

## Please Note :

The University will close for Christmas at 4.00pm on Tuesday 23rd December 2008, reopening 8.00am on Monday 5th January 2009.

|               |                           |
|---------------|---------------------------|
| Order Date    | 18-Dec-08                 |
| Currency      | GBP                       |
| Payment Terms | 30 days from invoice date |
| Internal Ref  | Requisition 64175975      |

This order is subject to the University of Surrey standard conditions of purchase, copies available at <http://portal.surrey.ac.uk/procurement/tender/tandc/>

| Line | Description                                       | Qty  | UoM  | Delivery Date | Unit Price | VAT Rate | Tax Code | Line Total |
|------|---|------|------|---------------|------------|----------|----------|------------|
| 1    | AS8-50 50 Teeth Sprocket 8mm pitch                | 1.00 | Each | 18/12/2008    | 16.490     | 15.00    | P2       | 18.96      |
| 2    | SBR-8 Steel chain 8mm pitch per lnk               | 2.00 | Each | 18/12/2008    | 3.500      | 15.00    | P2       | 8.05       |
| 3    | Carriage  | 1.00 | Each | 18/12/2008    | 7.980      | 15.00    | P2       | 9.18       |
| 4    | SBR-8 Steel chain 8mm pitch cost per 300mm length | 2.00 | Each | 18/12/2008    | 8.730      | 15.00    | P2       | 20.08      |
| 5    | S8-15 15 teeth sprocket 8mm pitch with Boss       | 1.00 | Each | 18/12/2008    | 5.980      | 15.00    | P2       | 6.88       |

|          |  |
|----------|--|
| Comments |  |
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|                       |       |
|-----------------------|-------|
| Sub Total (excl VAT)  | 54.91 |
| VAT                   | 8.24  |
| Grand Total (inc VAT) | 63.15 |