



Plymouth Community Homes
Plumer House
Tailyour Road
Crownhill
Plymouth
PL6 5DH

Purchase Order

Web: www.plymouthcommunityhomes.co.uk

Supplier: TOPdesk UK Limited 5 Elstree Gate Elstree Way Borehamwood Hertfordshire WD6 1JD	Purchase Order No: CSIS/800 Order Date: 11/03/2025 Vat Registration Number: 945 7600 05
Delivery Address: Plymouth Community Homes Plumer House Tailyour Road Crownhill Plymouth PL6 5DH	Invoice Address: Plymouth Community Homes Plumer House Tailyour Road Crownhill Plymouth PL6 5DH
Contact Details: Please include the Order Number and contact name below on invoices, otherwise this could result in delayed payment. Invoices to be sent to : PCHAccts.Payable@plymouthcommunityhomes.co.uk Contact Name: Paul Hutchings Contact Telephone Number: 01752 388118	

Our standard short form Terms and Conditions (available at <https://www.plymouthcommunityhomes.co.uk/media/xaydz3yg/pch-terms-and-conditions-for-the-supply-of-goods-and-services-1-8.pdf>) are applicable for this order unless expressly agreed otherwise in writing by Plymouth Community Homes. All of these conditions shall apply to the supply of both Goods and Services except where the application to one or the other is specified. Ensure you familiarise yourselves with these conditions.

Line	Qty	UOM	Product Code	Description	Deliver By	Unit Cost (£)	Total Cost (£)
1	2.00	EA		TopDesk 2 Years 01/05/2025 40 Agents - TopDesk	01/05/2025	35061.48	70122.96

For all services/works orders, please ensure you contact the person who raised the order to advise them that the services/works have been completed and to notify the proposed amount to be invoiced. Invoices should only be submitted once we have agreed these details with you.

Issued By:	Paul Hutchings
Approved By:	Eugene Potter

Goods Total	70122.96
Tax Total	14024.59
Order Total	84147.55