

# CREDITOR PAYMENT FORM

Payment to :-

XMA Limited,

Wilford Industrial Estate, Ruddington Lane,

WILFORD, Nottingham NG11 7EP

Transaction Number

46249011

Creditor No:-

20010534

Purchase Order Number

116487

General Ledger Text (Narrative to be input onto Agresso)

Account Code

Cost Centre

Amount (excluding VAT)

Supply of Toner Cartridges to Oxford City Council - Oct 2011

D	3	3	0	1	K	T	1	4			2	9	1	3	5	8
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Supply of Toner Cartridges to Oxford City Council - Oct 2011

D	3	3	0	1	E	K	0	9					4	2	4	1
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Supply of Toner Cartridges to Oxford City Council - Oct 2011

D	3	3	0	1	E	K	1	5			1	5	7	5	6	
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Supply of Toner Cartridges to Oxford City Council - Oct 2011

D	3	3	0	1	Q	A	0	1			7	7	9	8	7	
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Total Net of Vat

5	1	2	9	3	1
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VAT

1	0	2	5	8	6
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Total Amount Payable

6	1	5	5	1	7
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For Creditor Control

CREDITOR CONTROL

12 DEC 2011

RECEIVED

Collection Instructions (if applicable)

Initiated by:

Prices checked by:

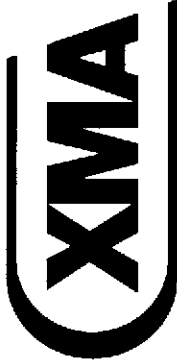
Work/Mats Satisfactory

Certified for Payment by : (Authorised Signatory) Please print name & sign

IF DISPUTING INVOICE AGAINST OUR 30 DAY PAYMENT GUARANTEE, PLEASE STATE WHY



- 1 DEC 2011



**XMA LIMITED**

WILFORD INDUSTRIAL ESTATE, RUDDINGTON LANE,  
WILFORD, NOTTINGHAM NG11 7EP.

Telephone: (0115) 846 4666

Fax: (0115) 982 2200

**SALES INVOICE**

INVOICE/CREDIT NOTE No. CP/ P691579  
INVOICE DATE 31/10/2011  
(TAX POINT)

ACCOUNT No. 15590953

DELIVERY ADDRESS: 15590953

Oxford City Council  
Procurement, Town Hall  
St Aldates  
Oxford  
OX1 1BX

OUR ORDER No. Various  
YOUR ORDER REFERENCE Consolidated October

Various ~ Please see attached breakdown

DATE ORDER RECEIVED	DATE DESPATCHED	ORDER ANALYSIS DATA
01/10/11-31/10/11		DIR

PRODUCT CODE	DESCRIPTION/SERIAL Nos.	QUANTITY	NET PRICE	NET VALUE	V/C
	Consolidated invoice for October 2011 - Please see attached for breakdown	1	5129.31	£5,129.31	

V/C	VAT RATE	GOODS AMOUNT	VAT AMOUNT
	20.0%	£5,129.31	£1,025.86
		<b>£5,129.31</b>	<b>£1,025.86</b>
		<b>TOTAL</b>	<b>£6,155.17</b>

STANDARD TERMS-STRICTLY NET CASH 30DAYS FROM INVOICE DATE

COMPANY REG. No. 2051703  
VAT REG. No. GB 115 0919 37

THE TERMS OF BUSINESS OF XMA LIMITED (THE COMPANY) ARE PRINTED OVERLEAF.



**XMA LIMITED**

WILFORD INDUSTRIAL ESTATE, RUDDINGTON LANE,  
WILFORD, NOTTINGHAM, NG11 7EP.

Telephone: (0115) 846 4666  
VAT Number

GB 115 0919 37

Fax: (0115) 882 2200

Invoice number:  
Invoice date:

CP/ P691579  
31/10/2011

FAO Sarah Phillips  
Oxford City Council  
Procurement  
Town Hall  
St Aldates  
Oxford  
OX1 1BX

Cost Code	Customer Name	Order date	Delivery date	QTY	Product code	Description	Unit selling price	Total	Vat 20%	Total
AB03	AB03, LEISURE&CULTURAL	10/10/2011	10/10/2011	1	CC530A-DTP	DTP DPCCP2025BE CP2025 LJ BLACK CART	40.58	40.58	8.12	48.70
AB03	AB03, LEISURE&CULTURAL	10/10/2011	10/10/2011	1	CC531A-DTP	DTP DPCCP2025CE CP2025 LJ CYAN CART	40.58	40.58	8.12	48.70
AB03	AB03, LEISURE&CULTURAL	10/10/2011	10/10/2011	1	CC532A-DTP	DTP DPCCP2025YE HP LJ CP2025 YLW	40.58	40.58	8.12	48.70
AB03	AB03, LEISURE&CULTURAL	10/10/2011	10/10/2011	2	CC533A-DTP	DTP DPCCP2025ME CP2025 LJ MGTA CART	40.58	202.90	16.23	243.48
CA01	CA01 BUSINESS IMPROVEMENT	24/10/2011	24/10/2011	1	003R99722	XEROX HP 5500 CYAN	89.77	89.77	17.95	107.72
CA01	CA01 BUSINESS IMPROVEMENT	24/10/2011	24/10/2011	1	003R99723	XEROX HP 5500 YELLOW	89.77	89.77	17.95	107.72
CA01 TOTAL							179.54	179.54	35.91	215.45
CD11	VICKY MCCLELLAN CD11	10/10/2011	10/10/2011	2	CC364A	CC364A BLK PRINT CART 10000 PAGES	79.99	159.98	32.00	191.98
CD11 Total							159.98	159.98	32.00	191.98
CD41	CD41 OXFORD CITY COUNCIL	10/10/2011	10/10/2011	1	C4900A	HP 940 BLK YELLOW PRINthead	30.71	30.71	6.14	36.85
CD41	CD41 OXFORD CITY COUNCIL	10/10/2011	10/10/2011	1	C4901A	HP 940 CYAN MAGENTA PRINthead	30.71	30.71	6.14	36.85
CD41	CD41 ST. ALDATES CHAMBERS	05/10/2011	05/10/2011	2	Q5942X	HP LASERJET 4250 4350 TONER 20KPAGES	121.56	243.12	48.62	291.74
CD41 TOTAL							304.94	304.94	60.91	365.45
CD43	CD43 HOUSING BENEFIT 3RD FLOOR	28/10/2011	28/10/2011	1	CC364A-LON	LONGBOW CC364A BLACK TONER 10K	61.45	61.45	12.29	73.74
CD43	CD43 HOUSING BENEFIT 3RD FLOOR	28/10/2011	28/10/2011	1	Q5942A	HP LASERJET 4250 4350 TONER 10KPAGES	75.61	75.61	15.12	90.73
CD43 TOTAL							137.06	137.06	27.41	164.47
DP03	DP03 HUMAN RESOURCES,OX1	17/10/2011	17/10/2011	1	CC530AD	HP COLOR LJ CC530A DUAL PACK	110.22	110.22	22.04	132.26
DP03	DP03 HUMAN RESOURCES,OX1	17/10/2011	17/10/2011	1	CC531A	CG531A LJ CYAN PRINT CART	58.19	58.19	11.64	69.83
DP03	DP03 HUMAN RESOURCES,OX1	17/10/2011	17/10/2011	1	CC533A	CC533A LJ MAGENTA PRINT CART	58.19	58.19	11.64	69.83
DP03 TOTAL							226.60	226.60	45.32	271.92
ED23	ENVIRONMENTAL HEALTH	25/10/2011	25/10/2011	2	C4129X	HP LASERJET 5000 TONER ULTRA PRECISE	71.02	142.04	28.41	170.45
ED23	ENVIRONMENTAL HEALTH	25/10/2011	25/10/2011	1	C9730A	HP LASERJET 5500 PRINT CART BLACK	122.49	122.49	24.50	146.99
ED23	ENVIRONMENTAL HEALTH	25/10/2011	25/10/2011	1	C9731A	HP LASERJET 5500 PRINT CART CYAN	171.95	171.95	34.39	206.34
ED23	ENVIRONMENTAL HEALTH	25/10/2011	25/10/2011	1	C9732A	HP LASERJET 5500 PRINT CART YELLOW	172.76	172.76	34.55	207.31
ED23	ENVIRONMENTAL HEALTH	25/10/2011	25/10/2011	1	C9733A	HP LASERJET 5500 PRINT CART MAGENTA	172.76	172.76	34.55	207.31
ED23	ENVIRONMENTAL HEALTH	25/10/2011	25/10/2011	1	Q1338A	HP LASERJET 4200 TONER	77.39	77.39	15.48	92.87
ED23 total							859.39	859.39	171.88	1,031.27
EK09	HOUSING MANAGEMENT	27/10/2011	27/10/2011	1	Q7553A	HP LJ P2015 TONER 3K	42.41	42.41	8.48	50.89
EK09 TOTAL							42.41	42.41	8.48	50.89

Cost Code	Customer Name	Order date	Delivery date	QTY	Product code	Description	Unit selling price	Total	Vat 20%	Total
EK15	EK15 OXFORD CITY COUNCIL	05/10/2011	05/10/2011	1	06470A	HP CLJ3600 3600 BLACK TONER 6K	71.14	71.14	14.23	85.37
EK15	EK15 OXFORD CITY COUNCIL	05/10/2011	05/10/2011	1	Q7583A	HP CLJ 3600 MAGENTA TONER 6K	86.42	86.42	17.28	103.70
<b>EK15 TOTAL</b>							<b>157.56</b>	<b>157.56</b>	<b>31.51</b>	<b>189.07</b>
HJ11	HJ11 10 ST EBBS STREET	10/10/2011	10/10/2011	1	Q5942A	HP LASERJET 4250 4350 TONER 10K/PAGES	75.61	75.61	15.12	90.73
<b>HJ11 TOTAL</b>							<b>75.61</b>	<b>75.61</b>	<b>15.12</b>	<b>90.73</b>
HK11	PLANNING DEVELOP CONTROL	14/10/2011	14/10/2011	1	Q5942A	HP LASERJET 4250 4350 TONER 10K/PAGES	75.61	75.61	15.12	90.73
HK11	PLANNING DEVELOP CONTROL	14/10/2011	14/10/2011	1	Q5950A	HP CLJ 4700 BLACK TONER 11K	93.58	93.58	18.72	112.30
HK11	PLANNING DEVELOP CONTROL	14/10/2011	14/10/2011	1	Q5951A	HP CLJ 4700 CYAN TONER 10K	132.77	132.77	26.55	159.32
HK11	PLANNING DEVELOP CONTROL	14/10/2011	14/10/2011	1	Q5952A	HP CLJ 4700 YELLOW TONER 10K	128.09	128.09	25.62	153.71
<b>HK11 Total</b>							<b>430.05</b>	<b>430.05</b>	<b>86.01</b>	<b>516.06</b>
KB11	ELECTIONS (KB11)	12/10/2011	12/10/2011	1	Q5942A	HP LASERJET 4250 4350 TONER 10K/PAGES	75.61	75.61	15.12	90.73
KB11	ELECTIONS (KB11)	17/10/2011	17/10/2011	1	Q5942A	HP LASERJET 4250 4350 TONER 10K/PAGES	72.74	72.74	14.55	87.29
<b>KB11 Total</b>							<b>148.35</b>	<b>148.35</b>	<b>29.67</b>	<b>178.02</b>
KP01	(KP01), POLICY	31/10/2011	31/10/2011	1	Q1336A	HP LASERJET 4200 TONER	77.39	77.39	15.48	92.87
<b>KP01 Total</b>							<b>77.39</b>	<b>77.39</b>	<b>15.48</b>	<b>92.87</b>
KT14	KT14 PROCUREMENT	24/10/2011	24/10/2011	1	003R99724	XEROX HP 5500 MAGENTA	89.77	89.77	17.95	107.72
<b>KT14 Total</b>							<b>89.77</b>	<b>89.77</b>	<b>17.95</b>	<b>107.72</b>
MM41	MM41 RENT TEAM 3RD FLOOR	31/10/2011	31/10/2011	1	003R99726	BRO HL-2030/2040 BLACK TONER DWP	22.4	22.40	4.48	26.88
<b>MM41 Total</b>							<b>22.4</b>	<b>22.40</b>	<b>4.48</b>	<b>26.88</b>
QA01	SOLUTIONS QA01, HORSPATH	18/10/2011	18/10/2011	1	C4127A	HP LJA000 TONER ULTRA PRECISE	45.31	45.31	9.06	54.37
QA01	SOLUTIONS QA01, HORSPATH	18/10/2011	18/10/2011	1	C9731A	HP LASERJET 5500 PRINT CART CYAN	171.93	171.93	34.39	206.32
QA01	SOLUTIONS QA01, HORSPATH	18/10/2011	18/10/2011	1	C9732A	HP LASERJET 5500 PRINT CART YELLOW	172.76	172.76	34.55	207.31
QA01	SOLUTIONS QA01, HORSPATH	18/10/2011	18/10/2011	2	Q6472A	HP CLR LIET 3600 4K YELLOW TONER	68.03	136.06	27.21	163.27
QA01	SOLUTIONS QA01, HORSPATH	27/10/2011	27/10/2011	1	C972DA	HP COLOR LASERJET 4600 BLACK	81.05	81.05	16.21	97.26
<b>QA01 Total</b>							<b>779.87</b>	<b>779.87</b>	<b>155.87</b>	<b>935.84</b>
TA01	DIRECT SERVICES RECEPTION	18/10/2011	18/10/2011	2	Q6511X	HP 2410 2420 2430 SERIES TONER 12K	101.14	202.28	40.46	242.74
TA01	DIRECT SERVICES RECEPTION	18/10/2011	18/10/2011	1	C4127X	HP TONER HIGH CAP ULTRA PRECISE 4000	57.05	57.05	11.41	68.46
TA01	DIRECT SERVICES RECEPTION	18/10/2011	18/10/2011	2	Q6470A	HP CLJ3600 3600 BLACK TONER 6K	68.44	136.88	27.38	164.26
TA01	DIRECT SERVICES RECEPTION	18/10/2011	18/10/2011	2	Q6471A	HP CLR LIET 3600 4K CYAN TONER	68.03	136.06	27.21	163.27
TA01	DIRECT SERVICES RECEPTION	18/10/2011	18/10/2011	1	Q6472A	HP CLR LIET 3600 4K YELLOW TONER	68.03	68.03	13.61	81.64
TA01	DIRECT SERVICES RECEPTION	18/10/2011	18/10/2011	1	Q6473A	HP CLR LIET 3600 4K MAGENTA TONER	68.03	68.03	13.61	81.64
TA01	DIRECT SERVICES RECEPTION	26/10/2011	26/10/2011	1	Q5942X	HP LASERJET 4250 4350 TONER 20K/PAGES	121.56	121.56	24.31	145.87
TA01	DIRECT SERVICES RECEPTION	26/10/2011	26/10/2011	2	Q7551X	HP LJ P3005 M3035MFP M3027MFP TONER	116.92	233.84	46.77	280.61
<b>TA01 Total</b>							<b>1,023.73</b>	<b>1,023.73</b>	<b>204.75</b>	<b>1,228.48</b>
ZG10	ZG10 OCC, BURY KNOWLE HOUSE	18/10/2011	18/10/2011	1	Q6471A	HP CLR LIET 3600 4K CYAN TONER	70.72	70.72	14.14	84.86
ZG10	ZG10 OCC, BURY KNOWLE HOUSE	18/10/2011	18/10/2011	1	Q6472A	HP CLR LIET 3600 4K YELLOW TONER	70.72	70.72	14.14	84.86
ZG10	ZG10 OCC, BURY KNOWLE HOUSE	18/10/2011	18/10/2011	1	Q6473A	HP CLR LIET 3600 4K MAGENTA TONER	70.72	70.72	14.14	84.86
<b>ZG10 Total</b>							<b>212.16</b>	<b>212.16</b>	<b>42.43</b>	<b>254.59</b>
<b>TOTAL</b>							<b>5,128.31</b>	<b>5,128.31</b>	<b>1,025.86</b>	<b>6,154.17</b>