



**OXFAM**

# PURCHASE ORDER

This number must appear on all packing slips, shipping documents, packages and invoices.

**PO NUMBER:** PO-ZMLUN-24-0018-ZM0133-0001

**PO DATE:** 29/01/24

**SUPPLIER:**

Blue Berry Travel Limited  
P O Box 30400, Lusaka, Zambia,  
TELEPHONE: 260 211 233 223  
E-MAIL: info@fairtraveltours.com  
CONTACT: Kamal

**BILL TO:**

250 Zambezi Road,  
Roma,  
Lusaka, P O Box 35624, Zambia,  
TELEPHONE: +260 1 291016/85  
E-MAIL:  
CONTACT:  
REFERENCE:

**SHIP TO:**

250 Zambezi Road,  
Roma,  
Lusaka, P O Box 35624, Zambia,  
TELEPHONE: +260 1 291016/85  
EMAIL:  
CONTACT: Emmanuel

This order is subject to Oxfam's General Conditions of Purchase or attached specific contract terms, a copy of which has been supplied to you and/or is available from Oxfam on request. All deliveries must be accompanied by a delivery note quoting our Purchase Order Number, Oxfam product code when shown below, description and quantity of goods. If these conditions are not met the delivery may be refused.

PAYMENT TERMS	DELIVERY TERMS	DELIVERY DATE
Bank Trf - payment within 14 Days of invoice		04/02/24

LN	ITEM CODE	ITEM DESCRIPTION	BUDGET CODE	QTY	UNIT	UNIT PRICE	TOTAL PRICE
		ITEM REMARKS	CTN				
1	00109	Flight, International, Return	GL140-48999-R10996-F01-SACA54-AAA	1.00	EA	1,000.00	1,000.00
		Return Ticket for Daisy from Lusaka to Capetown 4th February to 11th February					
2	00109	Flight, International, Return	GL140-48999-R10996-F01-SACA54-AAA	1.00	EA	1,000.00	1,000.00
		Return Ticket for Mozambique participant from Mozambique to Capetown (airport name to be confirmed soon) 4th February to 10th February					
3	00109	Flight, International, Return	GL140-48999-R10996-F01-SACA54-AAA	1.00	EA	1,000.00	1,000.00
		Return ticket for Maggie from Lusaka to Cape town - 4th February to 10th February					
4	00109	Flight, International, Return	GL140-48999-R10996-F01-SACA54-AAA	1.00	EA	1,000.00	1,000.00
		Return ticket from Harare to Capetown for Veronica (Depart: 4/02, return 11/02)					
					CURRENCY	USD	SUB TOTAL: 4,000.00
<b>DELIVERY REMARKS</b>							DISCOUNT: 0.00
							TAX: 0.00
							TOTAL: 4,000.00

**GENERAL REMARKS**

Consult your Logistics and Finance Policies to ensure correct Procurement Procedure and Authorization.

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PO DATE: 29/01/24

I have read, understood and signed Oxfam's Supplier Code of Conduct

*[Handwritten Signature]*

OXFAM PURCHASE AUTHORITY (SIGN ABOVE)

*[Handwritten Signature]*

Print Name Above

Date: 30/01/24

Oxfam work with others to find lasting solutions to poverty and suffering.



SUPPLIER'S ACKNOWLEDGEMENT (SIGN & STAMP ABOVE)

*[Handwritten Signature]*

Print Name Above

Date: 01/02/24

