



Unique Group

Invoice Billing Address

Unique System FZE
Plot No - 1D/07E
Hamriyah Free Zone
P. O. Box 42213
Sharjah, UAE

Tel: +9716 5130333
Email: purchaseinvoices@uniquegroup.com
VAT TRN: 100067513000003

Supplier VANDAGRAPH Ltd.

15 Station Road
Cross Hills
Keighley
West Yorkshire
BD20 7DT
United Kingdom
United Kingdom

Attn

Phone +44 (0)7803 907117

Fax

Email ryan.swaine@vandagraph.co.uk

Purchase order

PO Number

PO_86345-1

Vendor Ref

Previous Price (Ref- PO_86142)

Date

10-Apr-2025

Currency

GBP

Job Ref

SOD27684

S.no	Item number	Description	Delivery Date	Qty	Unit	Unit price	Disc	Disc %	Sub Total
1	UMG06949	IN001429_SA/OOM-111 Fuel Cell - Oxygen for Hydra O2 Analysers DIVESAFE/MKII	21-Apr-2025	5.00	ea	63.00			315.00
						Total (GBP)			315.00
Amount(in words) : GBP Three Hundred Fifteen						Grand Total			315.00

GENERAL INSTRUCTIONS:

a) General Data Protection Regulation (GDPR) Terms

By acknowledging this Purchase Order, the Vendor shall be responsible to ensure compliance to applicable General Data Protection Regulation (GDPR) obligations, for information shared by Unique System FZE to the Vendor or any third-party nominated by the Vendor.

Unique System FZE reserves the right to update the Purchase terms and conditions, and any other documentation referred, and these information may change from time to time as necessary

b) Procedure to submit Vendor Invoice

The Vendor shall be responsible to ensure Unique Group's PO number and correct billing address is specified on the Tax Invoice and the vendor must submit the same with supporting delivery documents to our accounts team via the online D365 Vendor Collaboration Portal OR via email id purchaseinvoices@uniquegroup.com to our accounts team without fail , for all transactions / PO's.

All communications related to vendor payments for Unique Group POs', must be relayed directly to finance / accounts team through the email ids purchaseinvoices@uniquegroup.com and payables@uniquegroup.com

Vendor Invoices without Unique Group's PO references shall not be acceptable by Unique Group Finance and is classified as null or void for payments.

c) Important Notes on Shipping / Logistics

c.1. Do not ship the consignment until in receipt of definite shipping instructions from Unique Group's Logistics team

c.2. Export Control Regulations

If the goods listed on this purchase order are subject to export control, the Supplier / Vendor is responsible for informing Unique Group (UG) the timelines and necessary documents well in advance along with the order acknowledgement / confirmation and the supplier / vendor shall be responsible for obtaining the necessary export licenses to ship the goods.



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In the event of a delay, the Supplier / Vendor must notify UG in writing [number of days] in advance, specifying the reason for the delay and providing an updated estimated delivery date

If the supplier / vendor fails to deliver the goods on time without a valid reason, the UG reserves the right to impose a penalty for each [unit of time] of delay, such as [percentage]% of the total order value per day delayed, or a fixed amount, at the UG's discretion

c.3. Pre-requisites / Documents needed prior to shipping from Vendor

For Local or International Courier / Road Shipment

- Commercial invoice with HS code, Country of Origin against each item(s)
- Packing list with Weight & Dimensions of item(s) and Collection Address
- MSDS copy (for hazardous items like battery, chemicals etc.)
- Test certificate (if applicable)
- ISPM 15 marks certificate for wooden packages (if applicable)

For Air & Sea Shipment

- Original invoice duly signed and stamped
- Packing list duly signed and stamped
- Certificate of origin attested by chamber of commerce
- Collection address
- MSDS copy (for hazardous items like battery, chemicals etc.)
- Test Certificate
- ISPM 15 marks certificate for wooden packages

Note – Draft Shipping documents specially for Sea shipments , must be shared in advance by a month to Unique Logistics team to plan the shipping

d) HSE Department Requirements - Pre- requisites for Subcontractors / Service providers visiting Unique Facility

Mandatory documents required by Unique's HSE review prior to visiting our facility:

- Emirates ID copy of the visiting team
- Worker compensation insurance of visiting team
- HSE Emergency Preparation form (online submission)

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Delivery Date 21-Apr-2025

Delivery terms Ex-works, collection to be arranged by Unique Grp Logistics

Payment Terms Payment in Advance against Profoma invoice with bank details

Shipping notes By Air, Details to be advised by Unique System Logistics

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Delivery address

Unique System FZE
Plot 1D/07A, Near Roundabout 3
Hamriyah Free Zone

Sharjah
United Arab Emirates

Prepared By

Shilpa Kadam
Supply Chain Executive
shilpa.kadam@uniquegroup.com