

**PO'S FOR SUPPLIES
SERVICES, & EQUIPMENT**

Questions regarding these PO's can be directed to:

**New Castle County
Purchasing Section
New Castle County Government Center
87 Reads Way
New Castle, DE 19720
Ph: (302) 395-5250**

Note: Review and approval for the purchase of supplies, services, and equipment are conducted by New Castle County's Purchasing Division in accordance with *New Castle County Code*, Chapter 2, Section 2.05.502.

PO'S FOR CONSTRUCTION

Questions regarding these PO'S can be directed to:

**New Castle County
Special Services, Contract Office
William J. Conner Building
187A Old Churchmans Road
New Castle, DE 19720
Ph: (302) 395-5733**

Note: Review and approval for construction, reconstruction, and alteration, or repair of County buildings, sewers, pumping stations, filtration and sewage plants, etc. falls under the authority of New Castle County's Special Services Department in accordance with the *New Castle County Code*, Chapter 2, Section 2.05.303.

Purchase orders under Section 2.05.303 are approved by Special Services prior to processing.

DOCUMENT TERMS

The purchase order number must appear on all correspondence, invoices, shipping papers and packages. Changes to this purchase order are not authorized without prior approval. F.O.B destination unless otherwise noted.

Invoice in triplicate to:

**New Castle County
Accounts Payable
New Castle County Government Center
87 Reads Way
New Castle, DE 19720
(302) 395-5694**

This order is subject to the following terms and conditions:

1. We reserve the right:
 - a. To reject and return, at your expense, material in excess of quantity ordered or defective material.
 - b. To reject and/or cancel this order or any or all installment deliveries under it upon failure to ship the order or any installment of it within the time or times specified, or to ship the quantity or quality ordered.
 - c. To suspend or cancel deliveries during the existence of strikes, labor disturbances, secondary boycotts, fires, floods or other situations arising from causes not within our practicable control.

You guarantee all goods and articles furnished hereunder to be free from defects in material and workmanship, and to conform to the specifications included or referred to herein.

In the performance of this order, you will comply with the provisions of the Fair Labor Standards Act and of any other applicable Federal or State laws and regulations, and you agree that any provisions required by such laws and regulations to be included herein shall be deemed to be incorporated by reference.

By Acceptance of this purchase order and your shipment/delivery to New Castle County, Vendor agrees to all terms and conditions contained herein without any modification of any kind. In the event Vendor makes a shipment/delivery to New Castle County and any additional term or conditions are provided, Vendor agrees they are null and void and are not enforceable.