

Cus **NHS - WOODEND**  
Add **MORNINGFIELD WARD**  
PR  
NE  
Tel. 1  
Tel. 2  
mobile ~~07394666354~~  
email

DATE MEASURED/ORDERED  
**30th Jan 12**

CURTAINS	✓	6-9
PLEATED		
ROLLERS		
ROMANS	✓	"
SHUTTERS		
VENETIAN		
VERTICALS	✓	"
VISION		
WOODEN		

AM PM (MEASURING TIME)		P/CUST
MON	✓ 9-12	
TUE		NET
WED		PRESS
THU		RADIO
FRI		MAG.
AM PM (FITTING TIME)		VAN
MON		RECC.
TUE		SHOP
WED		TV
THU		YELL P
FRI		OTHER

**ALL BLINDS TO BE PAID FOR AT TIME OF FITTING**

Room	Width	Drop	Slat Size	Colour	Control LH or RH	Fitting Height	Any other Instructions	Price
DANCON	1110	1595	89	White	LH	2400	Order 4 As 6 Bars Bena Roll	
↓	1115	1595			LH			
↓	1115	1585			RH			
↓	1110	1595			RH			
SINGLE 1	1330	M/Rac ONLY						
SINGLE 4	1113	1595			LH			
WOODS RM	2 SEATS	1595						
BAY 3	1 SEAT	1600						
BAY 4	1120	1600			LH			
SENIOR	1115	1597			LH			

alum	anthracite	black	brown	champ-gold	chrome	silver	white	recess size	motorised	wood fix	stone fix	brackets top	brackets face
							✓	✓		✓		✓	

measured by	fitted by	date	CASH	CHEQUE	SPREE
<i>[Signature]</i>			INVOICE	CARD	

ALL BLINDS MANUFACTURED AFTER 1<sup>ST</sup> APRIL 2014 MUST COMPLY WITH NEW CHILD SAFETY LAWS. SAFETY DEVICES SUPPLIED WITH GOODS MUST BE FITTED BY US AT THE TIME OF INSTALLATION. REFUSAL TO ALLOW A SAFETY DEVICE TO BE FITTED WILL RESULT IN THE BLINDS NOT BEING INSTALLED. UNDER THE TERMS OF THIS CONTRACT YOU WILL BE LIABLE TO ACCEPT DELIVERY AND PAY THE FULL AMOUNT. I have ordered the above goods and agree to pay 50% deposit and the remaining balance on the day of fitting. If payment is not made in full at that time Aberdeen Blinds has the right to remove the goods until full settlement is made. Title of the goods does not pass to the customer until payment has been made in full. Declaring that there shall be no liability for normal damage occasioned by such removal.

TOTAL PRICE	£	To Be Confirmed	Special Instructions
DEPOSIT	£	PRICE ACCEPTANCE	
BALANCE	£ 869 + VAT	Customer's Signature	
			<i>PO NRE12511887</i>

POC W 1172



# Project Budget Cost Request Form



ALL SECTIONS MUST BE COMPLETED BEFORE REQUEST WILL BE CONSIDERED

1110 x 1595 W 2400  
1115 x 1595 W  
1115 x 1585 W  
1110 x 1595 W

SWAN 1  
1330 W 2100  
16

SWAN 4  
1113 x 1595 W 14

DOCTORS Rm  
29th 1595 rec 3

BAY 3

106 1600

BM 4

~~1120 x 1600 W~~

SENIOR CLERK  
1115 x 1597 W

Site: WOODEND	Building:
Ward / Department: Newfield House	Contact Name: ANNE LOGAN
Contact Number: 56228	Contact E-Mail Address: Anne.logan@nhs.scot
Brief Description of Request: New Blinds	

Request Submitted By: ANNE LOGAN	Name:
Signature: <i>(Signature)</i>	Job Title: Ward RECEPTIONIST
	Date: 19.01.23

Request Supported By (e.g. Service or Business Manager): 119	Name:
Signature:	Job Title:
	Date:
Management Accountant Approval: 119	Name:
Signature:	Job Title:
	Date:

Date Received:	Date Returned:
Project Manager:	Project Number:
Budget Cost Amount for Approval: (to be provided by Estates)	£

## PURCHASE ORDER: NFE12511887

<b>Buyer</b> NHS GRAMPIAN SUMMERFIELD HOUSE EDAY ROAD ABERDEEN, GRAMPIAN AB15 6RE	<b>Order Date</b> 30 Jan 2023	<b>Invoice To</b> NHS GRAMPIAN FINANCE DEPARTMENT, WESTHOLME, WOODEND QUEENS ROAD ABERDEEN, AB15 6LS
<b>Supplier</b> Aberdeen Blind Company 32 Esslemont Avenue Aberdeen, 75450	<b>Order Contact</b> Name: Shona Battensby Phone: 07876258954 <a href="mailto:shona.battensby@nhs.scot">shona.battensby@nhs.scot</a>	<b>Delivery</b> Shona Battensby NAGDENGINEERING MILE END WORKSHOP ESTATES C/O CENTRAL STORES Foresterhill ABERDEEN, GRAMPIAN AB25 2ZD

### Delivery Information

<b>Order Type:</b>	Direct Ship
<b>Carrier:</b>	Best Way -Normal Delivery
<b>FOB - Delivery Terms:</b>	Delivered -Allowed

### Payment Information

<b>Customer Number:</b>	Not Known
<b>Payment Terms:</b>	Net 30

Line	Item Type	Item No	Manufacturer No	UOM	Pack Size	Qty	Unit Price	VAT Type	Extended Amt
	Description (Line Comments)								
1	Non-Catalogue	unknown		Each		1	£869.00	SI	£869.00
	Remove any existing and supply and fit vertical NHSG standard blinds as per request for Morningfield Ward, Woodend Hospital Aberdeen (Call off against NHS Grampian Measured Term Contract Framework and agreed rates therein)								
<b>Total Extended Amount:</b>									£869.00

### VAT Types

Key	Description
SI	SI - STD IRRECOVERABLE

### Terms & Conditions of Purchase:

1. This Purchase Order is subject to NHS Scotland Standard Conditions of Contract for the Purchase of Goods or Services.
2. The prices detailed in this Purchase Order are fixed and firm for the duration of this order and not subject to any escalation.  
If the Supplier finds any discrepancies, ambiguities, or contradictions between various parts of this Purchase Order, or any errors or omissions, the
3. Purchaser shall be immediately informed in writing. Any work performed after such discovery, until authorised in writing by Purchaser, will be at the Supplier's risk and expense.
4. Payment shall be effected within 30 days from receipt of a satisfactorily rendered full and correct invoicing documentation and fulfilment of supplier's obligations under this Purchase Order, unless agreed otherwise between Purchaser and Supplier.  
Packages containing fragile articles must be packed with special precaution against risk of breakage and marked "fragile - handle with care". Supplier is responsible for suitable inner packing and wrapping of items. Supplier is responsible for the identification of any hazardous materials, which may be included
5. with delivery of goods. Delivery must be made in strict accordance with the Health and Safety at Work Act 1974 and all sub ordinate legislation such as Control of Substances Hazardous to Health Regulations (COSHH) and Manual Handling Regulations latest revisions.
6. Goods must be received between 0900 and 1530 hours Monday to Thursday; and 0800 and 1500 hours Friday. The Purchaser shall not be responsible for any costs for re-delivery of goods as a result of delivery being made out with these receiving hours.  
The correct delivery address for delivery and invoicing shall be stated on this Purchase Order. Any changes to delivery/ invoice requirements shall be
7. covered by way of revision to this Purchase. The Purchaser will not accept any responsibility for goods or invoices delivered to any point other than stated on this Purchase Order, unless covered by the issue of a revision to this Purchase Order.
8. Supplier must comply with the units of supply stated on this Purchase Order. Any changes must be covered by way of a revision to this Purchase Order.