



**From:** Berry, Christopher C. <chris.b@abdn.ac.uk>  
**Sent:** 01 September 2023 06:44  
**To:** Sales  
**Subject:** RE: roller blind

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi,

Happy for this to proceed at your earliest convenience.

I will get this processed and provide a PO number.

Can we be advised when they will be fitted as I will have to advise residents the day before.

Regards,

Chris

Chris Berry  
Operations Manager  
Hillhead Student Village and Kings Hall/Elphinstone Complex  
Estates and Facilities Management  
University of Aberdeen  
AB24 1WU

01224 273616  
07736642876  
chris.b@abdn.ac.uk



**From:** Sales <sales@aberdeen-blinds.co.uk>  
**Sent:** 31 August 2023 15:21  
**To:** Berry, Christopher C. <chris.b@abdn.ac.uk>  
**Subject:** RE: roller blind

**CAUTION: External email.** Ensure this message is from a trusted source and exercise caution before clicking links/opening attachments.

Good Afternoon

Thank you for the opportunity to quote for supply and installation of blinds, please find quote below.

# ABERDEEN BLIND COMPANY

ESTABLISHED 1952

UoA - Christopher Berry  
 BLOCK 3  
 Elphinstone Road Flats  
~~ABZ454T~~ (ON LHS)  
 07736642876

01224 273616

ROOM	WIDTH <i>REAR</i>	DROP	MATERIAL	CONTROLS	TYPE	FITTING HEIGHT	BRACKETS
<del>3</del> <del>3</del>	780	1080	PALETTE MARINA w/CLUME	RH	ROLL STD	2200	FACE WOOD AS B4 BRN BRACKETS B/SIDEWAY
1	78	1090	CLUME	"	"	"	"
<hr/>							
FLAT	RECESS						
# 1	780	1090	PALETTE MARINA w/CLUME B/AWAY.	RH	Roll Sid	2200	FACE WOOD BRN BRACKETS (AS B4)
# 3	"	"	"	"	"	"	"

48.60  
+  
VAT.

48.60  
+  
VAT.

**SPECIAL INSTRUCTIONS**

QUOTE FOR FLAT #3.



**UNIVERSITY  
OF ABERDEEN**

University of Aberdeen (VAT Number 267 3290 44)

The University of Aberdeen is a charity registered in Scotland, No. SC013683

**Aberdeen Blind Co Ltd**

Transmitted By email to sales@aberdeen-blinds.co.uk

**Order No** 2278301  
**Order Date** 01/09/2023 2:39PM  
**Requested** Karen Ross  
 01224 272000 (Phone)

**Roller Blind - Palette Marina**

**Please supply the following goods or services**

No	Item Code / Job	Product / Service Description	Unit Price	Qty	VAT	Total
1	FG	Roller Blind - Palette Marina	£48.60 / Each	2.00	£19.44	<b>£97.20</b>
					<b>Total (excl.VAT)</b>	<b>£97.20</b>
					<b>VAT</b>	<b>£19.44</b>
					<b>Total (incl.VAT)</b>	<b>£116.64</b>

**Delivery Address: \*\*\*LIVE\*\*\* University of Aberdeen / Chris Berry**

**Ship to:**

Hillhead Halls  
 Don Street AB24 1WU  
 Aberdeen

**Mark For:**

**Name** Chris Berry  
**Delivery Date** 01/09/2023  
**Tel No** 01224 272000  
**Email** karen.ross@abdn.ac.uk  
**Ship To Code** 61

**Payment Method: To Be Invoiced - \*\*\*LIVE\*\*\* University of Aberdeen**

Accounts Payable  
 King's College  
 Aberdeen  
 AB24 3FX

**Payment Type** To Be Invoiced  
**Name on Invoice** \*\*\*LIVE\*\*\* University of Aberdeen  
**Cheque with Order** No

**Terms and Conditions:**

This purchase order is issued subject to acceptance of the University of Aberdeen General Conditions of Purchase. A copy of these may be downloaded from <https://www.abdn.ac.uk/staffnet/documents/Procurement-Terms-and-Conditions-of-Purchase.pdf>. These conditions may not be superseded or modified by any acknowledgement or counter-offer issued by the Supplier without the specific written approval of an authorised representative of the University of Aberdeen. All delivery notes and invoices relating to this order are to be clearly marked with the order number.