
From: George Reaper <GReaper@aberdeencity.gov.uk>
Sent: 30 July 2024 10:32
To: Deidre Stark; Neil Walker
Cc: Robert Kerr; Sales; Brian Findlay
Subject: RE: JOB NO 15120155 / 1052184 - WESTPARK SCHOOL - ABERDEEN BLINDS

Hi Deidre

Please go ahead with repair

Regards George

From: Deidre Stark <DStark@aberdeencity.gov.uk>
Sent: Tuesday, July 30, 2024 10:10 AM
To: Neil Walker <NeiWalker@aberdeencity.gov.uk>; George Reaper <GReaper@aberdeencity.gov.uk>
Cc: Robert Kerr <RKerr@aberdeencity.gov.uk>; Sales <sales@aberdeen-blinds.co.uk>; Brian Findlay <BFindlay@aberdeencity.gov.uk>
Subject: RE: JOB NO 15120155 / 1052184 - WESTPARK SCHOOL - ABERDEEN BLINDS

Good morning

Please find attached quote for approval. No need for a new order to be raised should this one be approved. We can use the same job no for approval of work.

Thanks

From: Sales <sales@aberdeen-blinds.co.uk>
Sent: Tuesday, July 30, 2024 6:58 AM
To: NonHousingWorkResponse <NonHousingWorkResponse@aberdeencity.gov.uk>; Brian Findlay <BFindlay@aberdeencity.gov.uk>
Cc: Robert Kerr <RKerr@aberdeencity.gov.uk>; Neil Walker <NeiWalker@aberdeencity.gov.uk>
Subject: RE: JOB NO 15120155 / 1052184 - WESTPARK SCHOOL - ABERDEEN BLINDS

Morning,

Ref: Room 3, Westpark Primary School – Blinds

Further to our recent visit, please find below our quotation to supply & install the following,

1no 89mm Vertical Blind Headrail complete with cords/chains secured to the wall.

Cost: £116.00 + vat

If you have any further questions or wish to proceed, please contact myself where I am happy to assist.

Kind Regards

Aberdeen Blind Company

32 Esslemont Avenue
 Aberdeen, AB25 1SP
 t. 01224 637609 f. 01224 631172
 e. sales@aberdeen-blinds.co.uk
 w. www.aberdeen-blinds.co.uk

From: NonHousingWorkResponse <NonHousingWorkResponse@aberdeencity.gov.uk>
Sent: Wednesday, July 24, 2024 9:51 AM
To: Brian Findlay <BFindlay@aberdeencity.gov.uk>
Cc: Robert Kerr <RKerr@aberdeencity.gov.uk>; Sales <sales@aberdeen-blinds.co.uk>; Neil Walker <NeiWalker@aberdeencity.gov.uk>
Subject: JOB NO 15120155 / 1052184 - WESTPARK SCHOOL - ABERDEEN BLINDS

Hi

Please could you raise a purchase order for the above contractor as follows:

Job Ref	Client Ref	Priority	Short Description	Received Date	Response Date	Address
15120155	1052184	PYUR - 48 WORKING HOURS RESPONSE	Tenant Deidre Aberdeen Blinds - Room 3 - vertical blind broken . dmaclean@aberdeencity.gov.uk , mob - 07960654161 (Enquiry 860288) Room 3 - vertical blind broken .	23/07/2024 10:52:00	25/07/2024 10:52:00	WESTPARK SCHOOL (FORMERLY WESTERTON ABERDEEN, AB16 7JD

On completion of jobs, all invoices to be sent to Kittysis@aberdeencity.gov.uk

Thanks

Deidre Stark



Deidre Stark | Work planner
 Aberdeen City Council | Non-Housing | Families and Communities| Corporate Landlord
 Building Services | Kittybrewster Depot | 38 Powis Terrace| Aberdeen | AB25 3RF

Direct Dial: 01224 045952
www.aberdeencity.gov.uk | Twitter: @AberdeenCC | Facebook.com/AberdeenCC

From: NonHousingWorkResponse <NonHousingWorkResponse@aberdeencity.gov.uk>
Sent: 24 July 2024 09:51
To: Brian Findlay
Cc: Robert Kerr; Sales; Neil Walker
Subject: JOB NO 15120155 / 1052184 - WESTPARK SCHOOL - ABERDEEN BLINDS

Hi

Please could you raise a purchase order for the above contractor as follows:

Job Ref	Client Ref	Priority	Short Description	Received Date	Response Date	Address
15120155	1052184	PYUR - 48 WORKING HOURS RESPONSE	Tenant Deidre Aberdeen Blinds - Room 3 - vertical blind broken . dmaclea@aberdeencity.gov.uk , mob - 07960654161 (Enquiry 860288) Room 3 - vertical blind broken .	23/07/2024 10:52:00	25/07/2024 10:52:00	WESTPARK SCHOOL (FORMERLY WESTERTON), ABERDEEN, AB16 7JD

On completion of jobs, all invoices to be sent to **Kittysis@aberdeencity.gov.uk**

Thanks

AB16 7JD
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Deidre Stark



Deidre Stark | Work planner
 Aberdeen City Council | Non-Housing | Families and Communities | Corporate Landlord
 Building Services | Kittybrewster Depot | 38 Powis Terrace | Aberdeen | AB25 3RF

Direct Dial: 01224 045952
www.aberdeencity.gov.uk | Twitter: @AberdeenCC | Facebook.com/AberdeenCC

116 r/h

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ABERDEEN
CITY COUNCIL

PURCHASE ORDER

ABERDEEN CITY COUNCIL

OFFICIAL ORDER NUMBER: QS 310619

Order Date: 24/07/2024 Delivery Date: 24/07/2024 Raised By: BRIAN FINDLAY Authorised Officer: GRAHAM WILLIAMSOI

SUPPLIER:

ABERDEEN BLIND COMPANY LIMITED
32 ESLEMONT AVENUE
ABERDEEN

Tel: 01224 637609

Fax: 01224 631172

AB25 2SP E-mail:

DELIVER TO:

DELIVER TO SITE

The Order Number must be quoted on all invoices and correspondence.

A Delivery Note must accompany each consignment of goods.

Product / Description	PAGE : 1 of 1	Quantity	Units	Price	Totals
JOB : WESTPARK PRIMARY CONTACT : DAVID 07960654161					
15120155/	REPAIR VERTICAL BLINDS IN ROOM 3	1.00		1.00	1.00

Total Order Value (incl VAT)
1.20

INVOICE ADDRESS:

ABERDEEN CITY COUNCIL
KITTYBREWSTER CREDITORS
BUSINESS HUB 7, 1ST FLR WEST
MARISCHAL COLLEGE
BROAD STREET
ABERDEEN AB10 1AB
kittysis@aberdeencity.gov.uk

AUTHORISED BY

NEIL BEEDIE

FOR ENQUIRIES CONTACT

BRIAN FINDLAY - 01224 489280

NOTE: THE COUNCIL'S FINANCIAL REGULATIONS APPLY TO THIS ORDER.

ALL INVOICES SHOULD BE SENT TO THE ADDRESS SHOWN ABOVE LEFT.