

\* STEPS REQ'D (SMALL) \* GO AHEAD



34 HIGH STREET,  
SPENNYMOOR,  
DURHAM DL16 6DB  
TEL: 01388 813267 or 0191 258 5956  
sales@baileys-blinds.co.uk  
www.baileys-blinds.co.uk

Customer's Name H.M.P LOW NEWTON

Address BRASSIDE  
DURHAM

Post Code DH1 5YA

Tel. home	
Tel. work	<u>0191 3764 221</u>
mobile	<u>ZOE GILBERT</u>
email	

DATE MEASURED/ORDERED  
09/02/22

Measured By:

SHAUN HANLEY

CURTAINS		
PLEATED		
ROLLERS		
ROMANS		
SHUTTERS		
VENETIAN	X	10
VERTICALS	X	9
VISION		
WOODEN		

SPECIAL INSTRUCTIONS

EMATE RWR  
C Stoddart  
novus.ac.uk  
Quote ref  
10201380 \*  
ON EMAIL  
PRICES inc VAT

P/CUST	
NET	
PRESS	
RADIO	
MAG.	
VAN	
RECC.	
SHOP	
TV	
YELL P	
OTHER	

Fitted By DATE DAY AM PM

alum	anthracite	black	brown	champ-gold	chrome	silver	white	recess size	motorised	wood fix	stone fix	brackets top	brackets face
								<u>1/R</u>					

Room	Width	Drop	Slat Size	Colour	Control LH or RH	Fitting Height	Price
<u>EDUCATION</u>				<u>VENETIAN</u>			
<u>ADMIN</u>	<u>1478</u>	<u>1480</u>	<u>25</u>	<u>0698 (D)</u>	<u>LL</u>	<u>2500</u>	<u>224.80</u>
<u>MANAGER</u>	<u>1190</u>	<u>1448</u>			<u>LL</u>		<u>185.25</u>
<u>LTO</u>	<u>577</u>	<u>1452</u>			<u>LL</u>		<u>125.25</u>
<u>R</u>	<u>1197</u>	<u>1452</u>			<u>LL</u>		<u>185.25</u>
	<u>1192</u>	<u>1450</u>			<u>RR</u>		<u>185.25</u>
<u>HUB</u>	<u>1475</u>	<u>1475</u>			<u>RR</u>		<u>224.80</u>
<u>ROOM17</u>	<u>1195</u>	<u>1450</u>			<u>LL</u>		<u>185.25</u>
<u>LTO R</u>	<u>1195</u>	<u>1454</u>			<u>RR</u>		<u>185.25</u>
	<u>580</u>	<u>1448</u>			<u>RR</u>		<u>125.25</u>
	<u>1195</u>	<u>1450</u>			<u>RR</u>		<u>185.25</u>
<u>Room7</u>	<u>1520</u>	<u>1222</u>	<u>3/2</u>	<u>GUARDIAN SILVER</u>	<u>RS</u>	<u>2350</u>	<u>125.60</u>
	<u>1520</u>	<u>1220</u>			<u>RS</u>		<u>125.60</u>
	<u>1515</u>	<u>1222</u>			<u>LS</u>		<u>125.60</u>
<u>ENGLISH</u>	<u>1510</u>	<u>1218</u>			<u>LS</u>		<u>125.60</u>
<u>MATHS</u>	<u>1520</u>	<u>1221</u>			<u>LS</u>		<u>125.60</u>
<u>AdE</u>	<u>1518</u>	<u>1219</u>			<u>LS</u>		<u>125.60</u>
<u>ICT</u>	<u>1520</u>	<u>1218</u>			<u>LS</u>		<u>125.60</u>
<u>HOSPITALITY</u>	<u>1520</u>	<u>1219</u>			<u>RS</u>		<u>125.60</u>
<u>CAFE</u>	<u>1520</u>	<u>1222</u>			<u>RS</u>		<u>125.60</u>

SAFETY DEVICES SUPPLIED WITH GOODS MUST BE FITTED BY US AT THE TIME OF INSTALLATION. IF YOU REFUSE TO ALLOW A SAFETY DEVICE TO BE FITTED, THEN THE GOODS WILL NOT BE INSTALLED, AND UNDER THESE CIRCUMSTANCES YOU WILL STILL BE LIABLE TO PAY THE FULL PRICE UNDER YOUR CONTRACT. YOU ARE STILL BOUND TO ACCEPT DELIVERY OF THE GOODS AND TO PAY FOR BOTH THE FITTING AND INSTALLATION EVEN ALTHOUGH INSTALLATION HAS NOT BEEN CARRIED OUT.

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 Baileys 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 £ 3242.40  
DEPOSIT £ —  
BALANCE £ 3242.40

PRICE ACCEPTANCE Customer's Signature

ALL BLINDS TO BE PAID FOR AT TIME OF FITTING

CASH	CHEQUE	CARD
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I have detailed the bid process below to help you to complete what is required as quickly as possible.

### PROCESS

- 1 Find a supplier who has the resources/products you need in stock. PLEASE NOTE - if they are not used by the prison you need to check that they are happy to invoice the prison and be paid by cheque.
- 2 Request a quote from them, which states:

HMP/YOI Low Newton

Brasside

Durham

DH1 5YA

This must include ALL COSTS, e.g. VAT, delivery, fitting (if applicable) charges etc.

If using Amazon costs can be emailed over via a screenshot.

- 3 Write your bid (please find attached the bids which Avtar has already approved for us which you can use as an example to help you construct your bid).

- 4 Email over your bid to Kathryn, Zoe and Christine.

- 5 Email over internet links for the products you would like to order to Kathryn, Zoe and Christine.

- 6 The bid is then sent over to Avtar for approval.

- 7 Approval gained (hopefully).

- 8 If approved the products/resources will be ordered by the Business Hub (Rachel Tones).

- 9 HAPPY DAYS WHEN ALL NEW RESOURCES/PRODUCTS ARRIVE!!

**ALL RESOURCES/PRODUCTS MUST BE ORDERED AND PAID FOR BY 31 MARCH 2022.**

10201380

↑ MUST BE ON THE QUOTE

---

**CHRISTINE STODDART**  
Local Education Manager  
Women's Estate North

E [CStoddart@novus.ac.uk](mailto:CStoddart@novus.ac.uk)

HMP & YOI Low Newton,  
Brasside, Durham,  
DH1 5YA

T 0191 376 4119

[www.novus.ac.uk](http://www.novus.ac.uk)

**CHRISTINE STODDART**  
Local Education Manager  
Women's Estate North

E [CStoddart@novus.ac.uk](mailto:CStoddart@novus.ac.uk)

HMP & YOI Low Newton,  
Brasside, Durham,  
DH1 5YA

I 0191 576 4119  
[www.novus.ac.uk](http://www.novus.ac.uk)

Novus is part of LTE Group



# HM Prison & Probation Service

To :  
 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 1 REV 0

Deliver To :  
 See below for delivery details

Invoice To :  
 NEWPORT SACL - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 9FZ

Contact : Miss Alma Dolphin  
 Tel : \_\_\_\_\_  
 Email : alma.dolphin@justice.gov.uk

Tel : 0845 010 3502  
 Or email your PDF invoice to  
 Apinvoiced-NMS-0@gov.sacl.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
1	Café Venetian - Guardian Silver - RS Required By: 31-MAR-2022  DELIVERY ADDRESS DURHAM HMYOI LOW NEWTON Brasside Durham DH1 5YA  Please Note Special Delivery Instructions: MAX H/W/L: 3.81m/13.72m: Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles  Deliver To: Miss Alma Dolphin Hospitality Venetian - Guardian Silver - RS Required By: 31-MAR-2022  DELIVERY ADDRESS DURHAM HMYOI LOW NEWTON	1.00 Each	125.6	125.60
2	Ordered on behalf of the Secretary of State for Justice: Office:PHOENIX HOUSE NEWPORT Buyer:Miss Sarah Palmer Tel: Fax: Email:sarah.palmer@gov.sacl.com	1.00 Each	125.6	125.60

NEWPORT PHOENIX HOUSE, CELTIC SPRINGS BUSINESS PARK, COEDPRENEN, NEWPORT, NP10 9FZ ORDER TOTAL GBP 3,242.40	TOTAL (Excluding VAT) 2,702.00 TOTAL VAT 540.40
Authorised By: MISS Sarah Palmer Signed: _____ Date: _____	

IMPORTANT: This order is subject to your acceptance of the Department's terms and conditions, where contract or framework specific terms and conditions of contract have not previously been agreed. General terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website: <https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>



# HM Prison & Probation Service

To :  
 BATELVS BINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TRINE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 2 REV 0

Deliver To :  
 See below for delivery details

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

Invoice To :  
 NEWPORT SSC1 - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 8PZ  
 Tel : 0845 010 3502  
 Or email your PDF invoice to  
 AFinvoices-NMS-Divgov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
3	Brasside Durham DHI SYA Please Note Special Delivery Instructions: MAX H/W/L: 3.81m//13.72m, Del Time: Mon-Fri 9.00-11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles Deliver To: Miss Alma Dolphin ICT Venetian - Guardian Silver - IS Required By: 31-MAR-2022 DELIVERY ADDRESS DURHAM HWYOI LOW NEWTON Brasside Durham DHI SYA Please Note Special Delivery Instructions: MAX H/W/L: 3.81m//13.72m, Del Time: Mon-Fri 9.00-11.45 & 14.00-15.45;	1.00 Each	125.6	125.60

Ordered on behalf of the Secretary of State for Justice: Office: PHOENIX HOUSE NEWPORT Buyer: MISS Sarah Palmer Tel : Fax : Email: sarah.palmer@gov.ssc1.com	NEWPORT PHOENIX HOUSE, GELTIC SPRINGS BUSINESS PARK, CODDRENEW, NEWPORT, NP10 8PZ	TOTAL (Excluding VAT) TOTAL VAT ORDER TOTAL GBP	2,702.00 540.40 3,242.40
IMPORTANT: This order is subject to your acceptance of the Department's terms and conditions. Where contract or framework specific terms and conditions of contract have not previously been agreed, general terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website. <a href="https://www.gov.uk/government/organisations/ministry-of-justice/about-procurement">https://www.gov.uk/government/organisations/ministry-of-justice/about-procurement</a>	Authorised By: MISS Sarah Palmer Signed: _____ Date: _____		



# HM Prison & Probation Service

To :  
 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022

PAGE 3 REV 0

Deliver To :  
 See below for delivery details

Invoice To :  
 NEWPORT SSCL - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 8FZ

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

Tel : 0845 010 3502  
 Or email your PDF invoice to  
 Apinvoicel-NMS-U@gov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
4	<p>Note: Low Bridge restricts access for high vehicles</p> <p>Deliver To:            Miss Alma Dolphin</p> <p>A &amp; E Vanetian - Guardian Silver - LS            Required By: 31-MAR-2022</p> <p>DELIVERY ADDRESS            DURHAM BRYOI LOW NEWTON            Brasside            Durham            DH1 5YA</p> <p>Please Note Special Delivery Instructions:            MxY H/W/L: 3.81m/13.72m; Del Time: Mon-Fri 9.00 -11.45 &amp; 14.00-15.45;            Note: Low Bridge restricts access for high vehicles</p> <p>Deliver To:            Miss Alma Dolphin</p>	1.00 Each	125.60	125.60
<p>Ordered on behalf of the Secretary of State for Justice:            OFFICE:PHOENIX HOUSE NEWPORT            Buyer:MISS Sarah Palmer</p> <p>NEWPORT PHOENIX HOUSE, CENTIC SPRINGS            BUSINESS PARK, COEDRENEW, NEWPORT, NP10 8FZ</p> <p>Tel: Fax: Email:sarah.palmer@gov.ssc1.com</p>				<p>TOTAL (Excluding VAT) 2,702.00            TOTAL VAT 540.40            ORDER TOTAL GBP 3,242.40</p>
<p>IMPORTANT: This order is subject to your acceptance of the Department's terms and conditions, where contract or framework specific terms and conditions of contract have not previously been agreed. General terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website: <a href="https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement">https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement</a></p>				<p>Authorised By: MISS Sarah Palmer            Signed: _____            Date: _____</p>



# HM Prison & Probation Service

To :  
BAILEYS BLINDS LTD  
UNIT 8 JUPITER COURT  
ORION BUSINESS PARK  
TYNE TUNNEL TRADING ESTATE  
NORTH SHIELDS  
NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
ORDER DATE 14-FEB-2022

PAGE 4 REV 0

Deliver To :  
See below for delivery details

Invoice To :  
NEWPORT SCL - HM PRISON & PROBATION  
SERVICE  
PO BOX 741  
NEWPORT  
NP10 8PZ

Contact : Miss Alma Dolphin  
Tel :  
Email : [alma.dolphin@justice.gov.uk](mailto:alma.dolphin@justice.gov.uk)

Tel : 0845 010 3502  
Or email your PDF invoice to  
[APainvoices-NMS-UK@gov.ssc1.com](mailto:APainvoices-NMS-UK@gov.ssc1.com)

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
5	Maths Venetian - Guardian Silver - LS Required By: 31-MAR-2022	1.00 Each	125.6	125.60
	DELIVERY ADDRESS DURHAM HMKOI LOW NEWTON Brasside Durham DH1 5YA			
	Please Note Special Delivery Instructions: MAX H/W/L: 3.8m//13.72m; Del Time: Mon-Fri 9.00 - 11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles			
	Deliver To: Miss Alma Dolphin			
6	English Venetian - Guardian Silver - LS Required By: 31-MAR-2022	1.00 Each	125.6	125.60
	DELIVERY ADDRESS			

Ordered on behalf of the Secretary of State for Justice:  
Office:PHOENIX HOUSE NEWPORT  
Buyer:MISS Sarah Palmer  
Tel : Fax: Email:[sarah.palmer@gov.ssc1.com](mailto:sarah.palmer@gov.ssc1.com)

NEWPORT PHOENIX HOUSE, CELTIC SPRINGS  
BUSINESS PARK, COEDKERNEW, NEWPORT, NP10  
8PZ

TOTAL (Excluding VAT) 2,702.00  
TOTAL VAT 540.40  
ORDER TOTAL GBP 3,242.40

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Authorised By: MISS Sarah Palmer  
Signed: \_\_\_\_\_  
Date: \_\_\_\_\_



# HM Prison & Probation Service

To :  
 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579369  
 ORDER DATE 14-FEB-2022  
 PAGE 5 REV 0

Deliver To :  
 See below for delivery details

Invoice To :  
 NEWPORT SSCCL - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 6PZ

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

Tel : 0845 010 3502  
 Or email your PDF invoice to  
 APInvoices-NMS-U@gov.ssccl.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
7	DURHAM HMYOI LOW NEWTON Brasside Durham DH1 5YA  Please Note Special Delivery Instructions: MAX H/W/L: 3.81m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles  Deliver To: Miss Alma Dolphin Room 7 Venetian - Guardian Silver - IS Required By: 31-MAR-2022  DELIVERY ADDRESS DURHAM HMYOI LOW NEWTON Brasside Durham DH1 5YA	1.00 Each	125.6	125.60

Ordered on behalf of the Secretary of State for Justice: Office:PHOENIX HOUSE NEWPORT Buyer:MISS Sarah Palmer Tel: Fax: Email:sarah.palmer@gov.ssccl.com	NEWPORT PHOENIX HOUSE, CELTIC SPRINGS BUSINESS PARK, COEDKERNW, NEWPORT, NP10 6PZ  TOTAL (Excluding VAT) 2,702.00 TOTAL VAT 540.40 ORDER TOTAL GBP 3,242.40
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Authorised By: MISS Sarah Palmer  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# HM Prison & Probation Service

To :  
 BAILEY'S BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 6 REV 0

Deliver To :  
 See below for delivery details

Contact : Miss Alma Dolphin  
 Tel :  
 Email : [alma.dolphin@justice.gov.uk](mailto:alma.dolphin@justice.gov.uk)

Invoice To :  
 NEWPORT SSCL - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 8FZ

Tel : 0845 010 3502  
 Or email your PDF invoice to  
[APInvoices-NMS-Engov.sscl.com](mailto:APInvoices-NMS-Engov.sscl.com)

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
8	Please Note Special Delivery Instructions: MAX H/W/L: 3.8m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles Deliver To: Miss Alma Dolphin Room 7 Venetian - Guardian Silver - RS Required By: 31-MAR-2022 DELIVERY ADDRESS DURHAM HWY01 LOW NEWTON Brasside Durham DH1 5YA Please Note Special Delivery Instructions: MAX H/W/L: 3.8m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles Deliver To:	1.00 Each	125.6	125.60

Ordered on behalf of the Secretary of State for Justice: Office:PHOENIX HOUSE NEWPORT Buyer:MISS Sarah Palmer Tel : Fax: Email: <a href="mailto:sarah.palmer@gov.sscl.com">sarah.palmer@gov.sscl.com</a>	NEWPORT PHOENIX HOUSE, CELTIC SPRINGS BUSINESS PARK, COEDKERRIN, NEWPORT, NP10 8FZ	TOTAL (Excluding VAT) 2,703.00 TOTAL VAT 540.40 ORDER TOTAL GBP 3,242.40
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# HM Prison & Probation Service

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 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 7 REV 0

Deliver To :  
 See below for delivery details

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

Invoice To :  
 NEWPORT SSC1 - HM PRISON & PROBATION  
 SERVICE  
 PO BOX 741  
 NEWPORT  
 NP10 8PZ  
 Tel : 0845 010 3502  
 Or email your PDF invoice to  
 APInvoices-NMS-UoGov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
9	Miss Alma Dolphin Room 7 Venetian - Guardian Silver - RS Required By: 31-MAR-2022  DELIVERY ADDRESS DURHAM HWY01 LOW NEWTON Brasside Durham DH1 5YA  Please Note Special Delivery Instructions: MAX H/W/L: 3.61m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restrictions access for high vehicles  Deliver To: Miss Alma Dolphin	1.00 Sach	125.6	125.60
10	Room 17 L to R Venetian - 0698 (D) - RR Required By: 31-MAR-2022	3.00 Each	125.25	375.75

Ordered on behalf of the Secretary of State for Justice: Office: PHOENIX HOUSE NEWPORT Buyer: MISS Sarah Palmer Tel: Fax: Email: sarah.palmer@gov.ssc1.com	NEWPORT PHOENIX HOUSE, CELTIC SPRINGS BUSINESS PARK, COEDRENEW, NEWPORT, NP10 9PZ	TOTAL (Excluding VAT) TOTAL VAT	2,702.00 540.40
ORDER TOTAL GBP		3,242.40	

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Authorised By: MISS Sarah Palmer  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# HM Prison & Probation Service

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 9 REV 0

To :  
 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Deliver to :  
 See below for delivery details

Invoice to :  
 NEWPORT SSC1 - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 8PZ

Tel : 01912585956

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

Tel : 0845 010 3502  
 Or email your PDF invoice to  
 APInvoices-NMS-U@gov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
11	DELIVERY ADDRESS DURHAM HMYOI LOW NEWTON Brasside Durham DH1 5JA  Please Note Special Delivery Instructions: MAX H/W/L: 3.61m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles  Deliver To: Miss Alma Dolphin Miss Alma Dolphin Miss Alma Dolphin  Room 17 L to R Venetian - 0699 (D) - 1L Required By: 31-MAR-2022  DELIVERY ADDRESS DURHAM HMYOI LOW NEWTON	1.00 Each	185.25	185.25

Ordered on behalf of the Secretary of State for Justice: OFFICE:PHOENIX HOUSE NEWPORT Buyer:MISS Sarah Palmer Tel: Fax: Email:sarah.palmer@gov.ssc1.com	NEWPORT PHOENIX HOUSE, COTTIC SPRINGS BUSINESS PARK, COEDKERRIV, NEWPORT, NP10 8PZ	TOTAL (Excluding VAT) 2,702.00 TOTAL VAT 540.40 ORDER TOTAL GBP 3,242.40
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# HM Prison & Probation Service

To :  
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 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

## PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 9 REV 0

Delivery To :  
 See below for delivery details

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

Invoice To :  
 NEWPORT SCTL - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 8PZ  
 Tel : 0845 010 3502  
 Or email your PDF invoice to  
 APInvoices-IMS-07@gov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
12	Brasside Durham DHI SYA Please Note Special Delivery Instructions: MAX H/W/L: 3.81m/1.3 72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles Deliver To: Miss Alma Dolphin Hub Venetian - 0698 (D) - RR Required By: 31-MAR-2022 DELIVERY ADDRESS DURHAM HMYOI LOW NEWTON Brasside Durham DHI SYA Please Note Special Delivery Instructions:	1.00 Each	224.80	224.80

Ordered on behalf of the Secretary of State for Justice: Office: PHOENIX HOUSE NEWPORT Buyer: MISS Sarah Palmer Tel: Fax: Email: sarah.palmer@gov.ssc1.com	NEWPORT PHOENIX HOUSE, CETTI SPRINGS BUSINESS PARK, COEDKREWM, NEWPORT, NP10 8PZ	TOTAL (Excluding VAT) 2,703.00 TOTAL VAT 540.40
IMPRINT: This order is subject to your acceptance of the Department's terms and conditions. Where contract or framework specific terms and conditions of contract have not previously been agreed, general terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website, https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement	Authorised By: MISS Sarah Palmer Signed: _____ Date: _____	ORDER TOTAL GBP 3,242.40



# HM Prison & Probation Service

To :  
 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 01912585956

Deliver To :  
 See below for delivery details

Contact : Miss Alma Dolphin  
 Tel :  
 Email : alma.dolphin@justice.gov.uk

PURCHASE ORDER

ORDER NUMBER 21070579368  
 ORDER DATE 14-FEB-2022  
 PAGE 10 REV 0

Invoice To :  
 NEWPORT SSCL - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 9FZ

Tel : 0845 010 3502  
 Or email your PDF invoice to  
 ApInvoices-NMS-U@gov.sscl.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
13	MAX H/W/L: 3.81m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles Deliver To: Miss Alma Dolphin Manager L to R - Venetian - 0598 (D) - RR Required By: 31-MAR-2022 DELIVERY ADDRESS DURHAM HWY01 LOW NEWTON Brasside Durham DH1 5YA Please Note Special Delivery Instructions: Max H/W/L: 3.81m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles Deliver To: Miss Alma Dolphin	1.00 Each	185.25	185.25

Ordered on behalf of the Secretary of State for Justice: Office:PHOENIX HOUSE NEWPORT Buyer:MISS Sarah Palmer Tel: Fax: Email:sarah.palmer@gov.sscl.com	NEWPORT PHOENIX HOUSE, CELTIC SPRINGS BUSINESS PARK, COEDKREWEW, NEWPORT, NP10 9FZ	TOTAL (Excluding VAT) TOTAL VAT ORDER TOTAL GBP	3,702.00 540.40 3,242.40
IMPORTANT: This order is subject to your acceptance of the Department's terms and conditions. Where contract or framework specific terms and conditions of contract have not previously been agreed, the general terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website: <a href="https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement">https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement</a>		Authorised By: MISS Sarah Palmer Signed: _____ Date: _____	



# HM Prison & Probation Service

To :  
 BAILEYS BLINDS LTD  
 UNIT 8 JUPITER COURT  
 ORION BUSINESS PARK  
 TYNE TUNNEL TRADING ESTATE  
 NORTH SHIELDS  
 NE29 7SE

Tel : 019125855956

Deliver To :  
 See below for delivery details

Invoice To :  
 NEWPORT SSCI - HM PRISON & PROBATION  
 SERVICE  
 PO Box 741  
 NEWPORT  
 NP10 8PZ

## PURCHASE ORDER

ORDER NUMBER 21070579389  
 ORDER DATE 14-FEB-2022  
 PAGE 11 REV 0

Tel : 0845 010 3502  
 Or email your PDF Invoice to  
 APInvoices-NNS-0@gov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
14	Manager L to R - Venetian - 0698 (D) - LL Required By: 31-MAR-2022  DELIVERY ADDRESS DURHAM HWY/OI LOW NEWTON Brasside Durham DH1 5YA  Please Note Special Delivery Instructions: MAX H/W/L: 3.8m/13.72m; Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45; Note: Low Bridge restricts access for high vehicles  Deliver To: Miss Alma Dolphin Miss Alma Dolphin Miss Alma Dolphin Education Admin - Venetian - 0698 (D) - LL Required By: 31-MAR-2022	3.00 Each	125.25	375.75
15	Education Admin - Venetian - 0698 (D) - LL Required By: 31-MAR-2022	1.00 Each	224.8	224.80

Ordered on behalf of the Secretary of State for Justice: Office:PHOENIX HOUSE NEWPORT Buyer:Miss Sarah Palmer Tel: Fax: Email:sarah.palmer@gov.ssc1.com	NEWPORT PHOENIX HOUSE, CELTIC SPRINGS BUSINESS PARK, COEDKERRAN, NEWPORT, NP10 8PZ	TOTAL (Excluding VAT) TOTAL VAT ORDER TOTAL GBP	2,702.00 540.40 3,242.40
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IMPORTANT: This order is subject to your acceptance of the Department's terms and conditions. Where contract of framework specific terms and conditions of contract have not previously been agreed, general terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website. <http://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>

Authorised By: Miss Sarah Palmer  
 Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# HM Prison & Probation Service

## PURCHASE ORDER

ORDER NUMBER 21070579388  
ORDER DATE 14-FEB-2022

PAGE 12 REV 0

To :  
BAILEYS BLINDS LTD  
UNIT 8 JUPITER COURT  
ORION BUSINESS PARK  
TYNE TUNNEL TRADING ESTATE  
NORTH SHIELDS  
NE29 7SE

Deliver To :  
See below for delivery details

Invoice To :  
NEWPORT SSCl - HM PRISON & PROBATION  
SERVICE  
PO Box 741  
NEWPORT  
NP10 8FZ

Tel : 01912585956

Contact : Miss Alma Dolphin  
Tel :  
Email : alma.dolphin@justice.gov.uk

Tel : 0845 010 3502  
Or email your DDP invoice to  
APInvoices-NMS-U@gov.ssc1.com

Line	DESCRIPTION - ORDER DETAIL	QUANTITY	UNIT PRICE	TOTAL
	DELIVERY ADDRESS DURHAM HENYOI LOW NEWTON Brasside Durham DH1 5XA  Please Note Special Delivery Instructions: MAX H/W/L: 3.81m/1.3 72m: Del Time: Mon-Fri 9.00 -11.45 & 14.00-15.45: Note: Low Bridge restricts access for high vehicles  Deliver To: Miss Alma Dolphin			

Ordered on behalf of the Secretary of State for Justice: Office: PHOENIX HOUSE NEWPORT Buyer: MISS Sarah Palmer Tel: Fax: Email: sarah.palmer@gov.ssc1.com	NEWPORT PHOENIX HOUSE - CEMTIC SPRINGS BUSINESS PARK, COEDKEMENW, NEWPORT, NP10 8FZ	TOTAL (Excluding VAT) 2,702.00 TOTAL VAT 540.40
ORDER TOTAL GBP 3,242.40		Authorised By: MISS Sarah Palmer Signed: _____ Date: _____

IMPORTANT: This order is subject to your acceptance of the Department's terms and conditions, where contract or framework specific terms and conditions of contract have not previously been agreed. General terms and conditions apply. A copy of the general terms and conditions can be found on the Department's website: <https://www.gov.uk/government/organisations/ministry-of-justice/about/procurement>

**BAILEYS BLINDS**

**QUOTATION**

CUSTOMER NAME: H.M.P Low Newton

ADDRESS: Brasside Durham, DH1 SYA

QUOTE NO:- 351912

DATE:- 10/02/2022

Item	Loc	Width	Drop	Description		Controls	Unit Price	Quantity Required	Total Price	
				Type	Material					
1	Education Admin			Venetian	0698 (D)	LL	224.80	1	224.80	
2	Manager L to R			Venetian	0698 (D)	LL	185.25	1	185.25	
3	Manager L to R			Venetian	0698 (D)	LL	125.25	1	125.25	
4	Manager L to R			Venetian	0698 (D)	LL	185.25	1	185.25	
5	Manager L to R			Venetian	0698 (D)	RR	185.25	1	185.25	
6	Hub			Venetian	0698 (D)	RR	224.80	1	224.80	
7	Room 17 L to R			Venetian	0698 (D)	LL	185.25	1	185.25	
8	Room 17 L to R			Venetian	0698 (D)	RR	185.25	1	185.25	
9	Room 17 L to R			Venetian	0698 (D)	RR	125.25	1	125.25	
10	Room 17 L to R			Venetian	0698 (D)	RR	185.25	1	185.25	
11	Room 7			Venetian	Guardian Silver	RS	125.60	1	125.60	
12	Room 7			Venetian	Guardian Silver	RS	125.60	1	125.60	
13	Room 7			Venetian	Guardian Silver	LS	125.60	1	125.60	
14	English			Venetian	Guardian Silver	LS	125.60	1	125.60	
15	Maths			Venetian	Guardian Silver	LS	125.60	1	125.60	
16	A & E			Venetian	Guardian Silver	LS	125.60	1	125.60	
17	ICT			Venetian	Guardian Silver	LS	125.60	1	125.60	
18	Hospitality			Venetian	Guardian Silver	RS	125.60	1	125.60	
19	Café			Venetian	Guardian Silver	RS	125.60	1	125.60	
20								1	-	
21								1	-	
22								1	-	
23								1	-	
24								1	-	
25								1	-	
26								1	-	
<b>TOTAL (inc VAT)</b>										<b>2,942.00</b>

## Baileys Blinds

---

**From:** Nicole McMillan <nicole@rainbow-blinds.com>  
**Sent:** 16 February 2022 17:45  
**To:** SHAUN HANLEY  
**Cc:** Baileys Blinds  
**Subject:** S 351912 HMP LOW NEWTON  
**Attachments:** file name.pdf

Hi Shaun,

Please can you add this go ahead to your next diary.

The Purchase Order doesn't match the quote as the Prison has put the wrong figures in.

We are contact them regarding this

Kind regards,

Nicole McMillan

Rainbow Blinds  
61 Canyon Road, Excelsior Park,  
Wishaw, ML2 0EG  
t. 01698 351 888 f. 01698 351 999  
e. Enquiries@rainbow-blinds.com  
w. www.rainbow-blinds-and-interiors.co.uk

, please visit <http://www.concept-group.co.uk>

# VENETIAN BLINDS

## Rainbow Blinds

## Order Form

Special Instructions

Page 1 of 2

Telephones:

Email:

Signature:

Purchase Reference No: 351912 HMP LOW NEWTON

Date: 18-02-22

Retailer: BAILEYS

Address: 5 Moor

Date Required:

T.

Rainbow Blinds & Interiors  
61 Canyon Road  
Excelsior Park  
Wishaw

ML2 OEG

01698 351 888  
F. 01698 351 999  
sales@rainbow-blinds.com

Window	Slat Width				Width (mm)	Drop (mm)	Recess or Exact	Child Safety Installation Height (mm)	Length of Control (mm)	Slat Range and Colour	CONTROLS				ORDER		
	Operation										Price (£)	Qty	TOTAL COST (£)				
	16mm (v)	25mm (v)	35mm (v)	50mm (v)										STD (v)	REV (v)	RHS (v)	LHS (v)
1 ADMIN	/	/	/	/	1478	1480	1/R	2500		0698 (2)							
2 MANAGER	/	/	/	/	1190	1448	/	/		/							
3 LSC	/	/	/	/	577	1452	/	/		/							
4 R	/	/	/	/	1197	1452	/	/		/							
5	/	/	/	/	1192	1450	/	/		/							
6 HUB	/	/	/	/	1475	1475	/	/		/							
7 Room	/	/	/	/	1195	1450	/	/		/							
8 1750v	/	/	/	/	1195	1454	/	/		/							

NOTE: UNLESS OTHERWISE STATED ALL MEASUREMENTS WILL BE TAKEN AS RECESS

All blinds supplied by Rainbow Blinds & Interiors are fitted with an approved Child Safety Device

Customer has been advised on (a):

The Child Safety Regulations EN13240 and the use of child safety devices

Minimum distances applying to operating cords

Issue June 2016

Rainbow Blinds - 61 Canyon Road, Excelsior Park, Wishaw, ML2 0EG T: 01698 351 888 - F: 01698 351 999 - E: sales@rainbow-blinds.com

## Order Form

## Rainbow Blinds

**Rainbow Blinds & Interiors**  
 61 Canyon Road  
 Excelsior Park  
 Wfshaw

ML2 OEG  
 01698 351 888  
 F. 01698 351 999  
 sales@rainbow-blinds.com

Date: 18-02-22

Telephone: \_\_\_\_\_

Retailer: BAILEYS

Email: \_\_\_\_\_

Address: S' MOOR

Signature: \_\_\_\_\_

Date Required: \_\_\_\_\_

Purchase Reference No: 351912 HMP LOW NEWTON

Special Instructions: Pgr 202

Window	SLAT WIDTH				BLIND SIZE				CONTROLS				ORDER			
	Slat Width				Drop (mm)	Recess or Exact	Child Safety Installation Height (mm)	Length of Control (mm)	Operation				Price (£)	Qty	TOTAL COST (£)	
	16mm (v)	25mm (v)	35mm (v)	50mm (v)					STD (v)	REV (v)	RHS (v)	LHS (v)				
1 Room	/	/			1448	1/R	2500					R			1	
2 17	/	/			1450	1/R						R			1	
3 Room																
4																
5																
6																
7																
8																

**NOTE:** UNLESS OTHERWISE STATED ALL MEASUREMENTS WILL BE TAKEN AS RECESS

All blinds supplied by Rainbow Blinds & Interiors are fitted with an approved Child Safety Device

Customer has been advised on (e):  The Child Safety Regulations EN13030 and the use of child safety devices

Minimum distances applying to operating cords

# VERTICAL BLINDS

## Rainbow Blinds

## Order Form

Telephone: \_\_\_\_\_  
 Details: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Purchase Reference No: 351912 MIP LON NEWTON  
 Page 1 of 2

Date: 18-02-22  
 Reason: BAILEYS BLINDS  
 Address: SPENNYMOOR  
 Items Required: \_\_\_\_\_

Window	Width (mm)	Drop (mm)	Process at Head	Total Blind Height (mm)	Length of Control Cord (mm)	Fabric Range	Fabric Colour	CONTROLS			OPTIONS			ORDER		
								mm (W)	mm (D)	mm (C)	mm (W)	mm (D)	mm (C)	mm (W)	mm (D)	mm (C)
1 Room	1520	1222	1/R	2350		GUARDIAN	SILVER	S	R		WHITE	TOP	89	NO	NO	NO
2 7	1520	1220						S	R							
3	1515	1222						S	L							
4 ENG	1510	1218						S	L							
5 MATHS	1520	1221						S	L							
6 PAE	1518	1219						S	L							
7 ICT	1520	1218						S	L							
8 Hosp	1520	1219						S	R							

NOTE: UNLESS OTHERWISE SPECIFIED ALL MEASUREMENTS WILL BE TAKEN AS SHOWN

Blinds supplied by Rainbow Blinds R. Information Sheet with an approved Child Safety Device

Customer has been advised of (✓)  The Child Safety Device is required to prevent the blind from falling from the window frame.

The blind is to be supplied with an approved Child Safety Device.

Supplier: Blinds - 25 Canyon Road, Bradford, York, Yorkshire, YO10 2BB. Tel: 0113 275 275. Email: info@rainbowblinds.co.uk

Form JMS 2018

