



Friday 16/1

**Enquiries**

**From:** Commercial  
**Sent:** 13 January 2026 15:33  
**To:** Enquiries  
**Subject:** FW: 26A Studdon Walk

Hi, could someone please arrange this appointment, thanks

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**From:** Daniels, Theresa <theresa.daniels@newcastle.gov.uk>  
**Sent:** 09 January 2026 16:16  
**To:** Commercial <commercial@baileys-blinds.co.uk>  
**Subject:** 26A Studdon Walk

Hi Allison – Happy New Year 😊

Could you please arrange for someone to measure up for blinds to be fitted at 26A Studdon Walk, Newcastle, NE3 3YR

Key Safe Code: 4689 located on the wall at the entrance to communal door.

Blinds are only to be fitted to the living room and three bedrooms only.

Could you please send the quote to [activeinclusion@newcastle.gov.uk](mailto:activeinclusion@newcastle.gov.uk) so we can provide you with a PO number.

**All TDA staff contact details if needed due to annual leave etc.**

- Chris Birks - [Christopher.Birks@newcastle.gov.uk](mailto:Christopher.Birks@newcastle.gov.uk) – 07909 686 682
- Mark Gardiner - [Mark.Gardiner@newcastle.gov.uk](mailto:Mark.Gardiner@newcastle.gov.uk) – 07971 050 342
- Anna Talbot – [Anna.Talbot@newcastle.gov.uk](mailto:Anna.Talbot@newcastle.gov.uk) – 07971 046265
- Olinda Kimpolo - [Olinda.Kimpolo@newcastle.gov.uk](mailto:Olinda.Kimpolo@newcastle.gov.uk) – 07929 825 959

Thanks, Theresa

Theresa Daniels  
Active Inclusion Assistant

Housing Advice Centre  
Newcastle City Council  
Level 4, City Library  
33 New Bridge Street West  
Newcastle upon Tyne  
NE1 8AX

Telephone: 0191 277 1038  
Email: [theresa.daniels@newcastle.gov.uk](mailto:theresa.daniels@newcastle.gov.uk)  
Website address: [www.newcastle.gov.uk](http://www.newcastle.gov.uk)

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# Purchase Order

Purchase Order No: **MBCH 2489516**

**Supplier**

BAILEYS BLINDS  
T/A BAILEYS BLINDS  
34 HIGH STREET  
SPENNYMOOR  
COUNTY DURHAM

DL16 6DB

**Please address and submit invoices to:**

Accounts Payable  
Newcastle City Council  
Civic Centre  
Barras Bridge  
Newcastle Upon Tyne  
NE1 8QH  
accountspayable@newcastle.gov.uk

**Delivery Address for this Order**

Active Inclusion Unit  
Newcastle City Council  
Housing Advice Centre  
Level 4  
City Library  
33 New Bridge Street  
Newcastle Upon Tyne  
NE1 8AX

**Purchase Order Date:** 21/01/2026  
**Delivery Date:** 26/01/2026  
**Contact Name for Enquiries:** Theresa Daniels  
**Telephone Number / Extn:** 0191 2771038/21038  
**Order Revision Number:** 0  
**Page:** 1 of 2

Line No.	Quantity	Description	Unit Price	Line Value
0001	1.0000	Blinds for 26A Studdon Walk OUR REF:GAC0001 YOUR REF:	772.87000	772.87

Sub Total	✓ 772.87
V.A.T.	154.57
<b>Total</b>	<b>927.44</b>

**Note:**  
Clearly quote the Purchase Order Number shown above on your invoice as we have a No Purchase Order, No Pay policy. Payment Terms are 30 days from receipt of a valid invoice unless any alternative payment terms have been agreed. If you would like more information on receiving payment earlier please email sip@newcastle.gov.uk for more information on our Supplier Incentive Programme.

Newcastle City Council  
Level 4 City Library  
33 New Bridge Street West  
NE1 8AX

20/01/2026

FAO Purchasing

Ref: 26a Studdon Walk - Requested by Theresa Daniels

Dear Sirs

Further to our recent visit to the above property we have pleasure in submitting our cost for the supply and installation of the blinds package.

5 nr roller blinds manufactured in the system 32 with side control chain control operation with the controls fitted to comply with current blind safety regulations. The blind covers shall be manufactured in the Dark Grey blackout FR material.

<b>Lounge</b>	<b>2 rollers</b>	<b>£302.95</b>
<b>Front Bed</b>	<b>1 roller</b>	<b>£166.97</b>
<b>Back Bed R</b>	<b>1 roller</b>	<b>£120.49</b>
<b>Back Bed L</b>	<b>1 roller</b>	<b>£182.46</b>

**Total Cost £772.87 plus VAT**

Should we be able to assist with anything else please contact us on the details above.

Kind Regards

Allison

YHN - 26A Studdon Walk

Lounge L 182.46  
R 120.49

F Bed 166.97

B Bed R 120.49

L 182.46

£772.87