

Central Bedfordshire Council

Priory House, Monks Walk, Chicksands, Shefford

SG17 5TQ

Central
Bedfordshire

Purchase Order

Vendor Address

CONCORDE BLINDS DIRECT LTD
4 SUNBEAM ROAD
BEDFORD
MK42 7BY

Invoice Address

Central Bedfordshire Council
Payments Team
Priory House
Monks Walk
Chicksands
Shefford, SG17 5TQ
payments@centralbedfordshire.gov.uk

Information

PO Number 3200078156
Date of Order 15.01.2025
Vendor No. 147285
Currency GBP
Payment Terms CBC Payment 30 days from recei
Originator's Name Samantha S Murphy
Telephone No.
Email SAMANTHA.MURPHY2@CENTRALBEDFORDSHIRE.GOV.UK

Delivery Address

Central Bedfordshire Council
Priory House, Monks Walk
Chicksands, Shefford
SG17 5TQ

Item	Material/Description	Delivery Date	Quantity & Unit	Unit Price	Total
0010	Install blinds 5 Severn Acres 10646 <i>Concord Blinds Direct Ltd - Installation of blinds to 5 Severn Acres Drive, Westoning, MK45 5FL quote 10646 as per Nick Costin</i>	10.01.2025	1.000 EA	1,644.52	1,644.52
				Total excl. Tax	1,644.52

INSTRUCTIONS TO SUPPLIER:

The Council PO number must be quoted on all invoices. Invoices without a valid PO number may be returned to the sender without payment.

Invoices, in PDF format, should be emailed to payments@centralbedfordshire.gov.uk

Payment Terms are applicable from receipt of a valid undisputed invoice.

You could receive payment sooner using our Supplier Incentive Scheme. See <https://www.oxygen-finance.com/client/central-bedfordshire/>.

Unless otherwise advised in writing, this Purchase Order and any related Purchase Order amendments and connected transactions will be subject exclusively to Central Bedfordshire Council's standard Terms and Conditions of Purchase, which can be found online at

<http://www.centralbedfordshire.gov.uk/business/procurement/suppliers.aspx>. No other terms will be accepted without written approval.

Notify the originator immediately if price or quantity to be shown on your invoice differ from those on this PO.