

OFFICIAL PURCHASE ORDER

Order No: **STS1000029353**  
 Order Date: 12/12/23

South Tees Hospitals NHS Foundation Trust operates a "No Purchase Order - No Pay" Policy. Failure to submit your invoice with a valid purchase order number will mean that your invoice won't be paid and will be returned accordingly with the expectation that a purchase order number is added to the invoice before payment is completed.

Enquiries To

South Tees Hospitals NHS Foundation Trust  
 Procurement Department  
 2 Eggleston Court  
 Riverside Park Industrial Estate  
 Middlesbrough  
 TS2 1RU  
 Email Address: [stees.orders@nhs.net](mailto:stees.orders@nhs.net)

South Tees Hospitals   
 NHS Foundation Trust

Supplier:  
 MARSKE FURNISHINGS LTD  
 21 THE WYND  
 MARSKE-BY-THE-SEA  
 REDCAR

TS11 7LD  
 Supplier Tel No.:

Supplier Code:16777  
[marskesales@gmail.com](mailto:marskesales@gmail.com)

Deliver To  
 James Cook University Hospital  
 Logistical Delivery Centre  
 Marton Road  
 Middlesbrough  
 TS4 3BW  
 Delivery Mon-Fri 7:30 to 14:00

IDA CODE: 5E6022

Invoice To

SOUTH TEES HOSPITALS NHS FOUNDATION TRUST  
 C/O ELFS Shared Services  
 PO Box 4418  
 Unit 2, Swindon  
 SN4 4RW  
 Tel: 01254 786003  
 Email: [elfs.328ste@cloud-trade.net](mailto:elfs.328ste@cloud-trade.net)

Line No:	Supplier Product Code	Description	Required Date	Qty	Unit of Issue	Unit Price	Vat Rate	Vat Excl.
1		Supply deliver & install Vertical Blinds as per quote MF026593	14/12/23				20.00	76.00

1. The above Official Purchase Order number to be quoted on all correspondence including, but not limited to, all invoices, advice notes and delivery notes.	<b>Total Excl. VAT</b>	<b>76.00</b>
2. Unless specified goods and services must be provided carriage paid.		
3. No variation to this order without written authority. Any alteration in quantity or price must be agreed in writing by the ordering officer before any goods/services are supplied.	<b>VAT</b>	<b>15.20</b>
4. Unless otherwise specified this order is subject to NHS Terms and Conditions of contract for the Supply of Goods and the Provision of Services.		
5. Palletised deliveries must be made on a vehicle with a tail lift.		
6. If you will not be the supplier invoicing against this PO please reject and return with the comment 'incorrect supplier'.	<b>Total Value</b>	<b>91.20</b>
7. Please submit your invoice via PEPPOL.		