Purchase Requisition

Redcar & Cleveland Borough Council
Facilities Management
Fairway House
Limerick Road
Dormanstown
Redcar, TS10 5JU

Requisition No.

RCPS No. 28087

Request No.	Date
653294	12/10/20

Project No. (Primary Asset)	Task No.	Project Name
70082		MARSKE LIBRARY.

Objective	Subjective	Type of Works (Please circle applicable)
10405	L2810	**Reactive - Planned - Capital - Devolved - Cyclical/PAT Cleaning - Architectural sys - External - Other**

Supplier/Subcontractor

MARSKE FURNISHINGS.

Quantity	Code	Description	Price	Total
		Supply + fit window		
		blinds to main Rm		
		Offices		
		Kitchen.		£738.

TOTAL excluding VAT £738

Note to Finance

Post Out ☐

Confirmation Only ☐

Delivery Address

Requestor .....

1st Approver .....

2nd Approver .....

Office Use Only

SSP Req. No.	PO No.	Batch No.	Receipted

white copy = finance green copy = finance yellow copy = requestor