



## Allison Swankie

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**From:** Allison Swankie  
**Sent:** 30 May 2019 11:00  
**To:** 'Mark Newton'  
**Subject:** RE: Quote for blinds  
**Attachments:** Unix\_Palette\_XL 2016 pdf.pdf

Hi Mark

Sorry for the delay getting back to you.

The cost to supply and deliver the 4 nr vertical blinds will be **£758.20 plus VAT**. I have attached the fabric card so you have the specification for this.

Just let me know if you would like to go ahead?

Many Thanks  
Allison

**From:** Mark Newton <mark.newton@atalianworld.com>  
**Sent:** 29 May 2019 11:59  
**To:** Allison Swankie <allison@rainbow-blinds.com>  
**Subject:** Quote for blinds

Hi Allison

I am looking for a quote in order to get an order number to order these vertical blinds.

The sizes are...

3 blinds @ 3.2m length x 2.2m drop and 2.7m from the top of the blinds to the floor.

1 blind @ 3.2m length x 630mm drop and 2.7m from the top of the blind to the floor.

All blinds in a cream/off white colour if possible.

Many thanks

Mark Newton

Get [Outlook for Android](#)

**Mark Newton**  
FM Engineer (Fabric)

 07825422627



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# PURCHASE ORDER



TO: Rainbow Blinds & Interiors (AMK)

61 Canyon Road  
Excelsior Park  
Wishaw  
Lanarkshire

Deliver To:

Cumbria County Council L6 - Grange-Over-Sands Library Grange Fell Road LA11 6BQ

TEL NO 01698 351 888

EMAIL

ACCOUNT NO:RAI001

ORD DATE	DEL DATE	JOB NO	ORDER NO	PAGE
30/05/2019	30/05/2019	CCC002:5283	AMK:107083	1

LINE	TYPE	DESCRIPTION	QUANTITY	PRICE	PER	DISC.	COST
1		1 blinds - vertical	4	£189.55		0.00%	£758.20
ORDER VALUE:							£758.20
VAT:							£151.64
ORDER VALUE (inc VAT)							£909.84

\*\*\*\*\* TERMS & CONDITIONS \*\*\*\*\*

This order is placed in accordance with the Servest Terms and Conditions.

The value stated on this PO should not be exceeded without prior approval from the approver, where costs will exceed the stated PO amount an uplift must be requested. Where costs exceed the PO amount and no uplift is approved in advance SAMK reserve the right not to pay any additional costs above the PO Value.

### Invoicing Instructions for Goods

All invoices must be submitted to Accounts Payable [ap.gb.servest@atalianworld.com](mailto:ap.gb.servest@atalianworld.com) within 28 Days from completion of the task and comply with the following:

- 1 Servest Arthur McKay reserve the right to audit invoices to ensure that, best value is provided and that the costs are submitted in accordance with the agreed pricing schedule. Where there is any deviation to the contractual rates Servest Arthur McKay reserves the right to query and reject the invoice accordingly.
- 2 Where the cost of the Goods exceeds the PO value detailed, the subcontractor is required to obtain prior approval from the approver. Where invoices are submitted for works above the purchase order value or where the invoice does not match the agreed value on the purchase order Servest Arthur McKay reserves the right to query and reject the invoice accordingly.

Servest Arthur McKay Ltd.  
42 Dryden Road, Bilson Industrial Estate,  
Loanhead,  
Midlothian,  
EH20 9LZ  
Tel: 0131 440 6000  
VAT reg.Number: 823844618  
Company No: Reg in Scotland SCO33489

Approver Name  
Approver Email

Michael Reilly  
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