

KC1269

RAINBOW BLINDS AND INTERIORS JOB SHEET

INVOICE NUMBER

41243

RAINBOW JOB NUMBER

RA5393

PURCHASE ORDER NUMBER

LPS 262434 - Tony authorised addition 12/09/19

QS

Tony Lawson 01475 712435

SITE MANAGER

INVOICE ADDRESS

Inverclyde Council

DELIVERY ADDRESS

Newark Primary School  
Bridgend Avenue  
Port Glasgow

To supply and install 2 nr replacement motors.

Scally req =

APPLICATIONS SENT

RAMS

O&M'S

ADDITIONAL INFORMATION

TENDER SUM

£ 710.00

AGREED MCD

0 %

ORDER RECEIVED

## Allison Swankie

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**From:** Allison Swankie  
**Sent:** 12 September 2019 13:35  
**To:** mark.compston@inverclyde.gov.uk  
**Subject:** RE: (Official) works order

Hi Mark

Hope all is well with you

We have been to site to survey this and can confirm the cost to replace the 2 nr motors will be £710.00 plus VAT, this is inclusive of access equipment. If you would like to go ahead please send over the uplifted purchase order and I will get this organised.

Kind Regards  
Allison

**From:** Sales <Sales@rainbow-blinds.com>  
**Sent:** 28 August 2019 13:19  
**To:** Allison Swankie <allison@rainbow-blinds.com>  
**Cc:** Stephen Boyce <stephen@rainbow-blinds.com>  
**Subject:** FW: (Official) works order

Phoned Tony Lawson for uplift  
He assures me this is how they  
work. Its trust orders. if less we  
invoice less if more, phone  
to explain why Tony authorises.

**From:** Mark Compston <[mark.compston@inverclyde.gov.uk](mailto:mark.compston@inverclyde.gov.uk)>  
**Sent:** 28 August 2019 13:15  
**To:** Sales <[Sales@rainbow-blinds.com](mailto:Sales@rainbow-blinds.com)>  
**Subject:** (Official) works order

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Classification: Official

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Hi please find attached works order from inverclyde council, thanks.

Regards  
Mark

Mark Compston  
Clerical Assistant  
Legal and property services  
Greenock Municipal Buildings  
Greenock  
PA15 1LX  
01475 712439

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## Stephen Boyce

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**From:** Stephen Boyce  
**Sent:** 09 September 2019 12:09  
**To:** info@elero.de  
**Cc:** Allison Swankie; Contracts  
**Subject:** Replacement Motors  
**Attachments:** IMG\_5744.JPG; IMG\_5738.JPG; IMG\_5739.JPG

Tracking:	Recipient	Delivery
	info@elero.de	
	Allison Swankie	Delivered: 09/09/2019 12:09
	Contracts	Delivered: 09/09/2019 12:09

Dear Sir/Madam

We are in need of 2 nr replacement motors of the type described on the attached photos, could you please submit your cost to supply and deliver these motors to our UK address listed below.

Best Regards

Stephen Boyce | Contracts Manager

m. 07917 739495

e. [stephen@rainbow-blinds.com](mailto:stephen@rainbow-blinds.com)

dd. 01698 353021

Rainbow Blinds

61 Canyon Road, Excelsior Park,

Wishaw, ML2 0EG

t. 01698 351 888 f. 01698 351 999

w. [www.rainbow-blinds-and-interiors.co.uk](http://www.rainbow-blinds-and-interiors.co.uk)

£180 each.

£250 Scaffy.

£100 barrels.

£710 + VAT.

**Rainbow**  
 **Blinds**



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## Allison Swankie

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**From:** Sales  
**Sent:** 28 August 2019 13:19  
**To:** Allison Swankie  
**Cc:** Stephen Boyce  
**Subject:** FW: (Official) works order  
**Attachments:** SKM\_C224e19082813291.pdf

**From:** Mark Compston <mark.compston@inverclyde.gov.uk>  
**Sent:** 28 August 2019 13:15  
**To:** Sales <Sales@rainbow-blinds.com>  
**Subject:** (Official) works order

---

Classification: Official

---

Hi please find attached works order from inverclyde council, thanks.

Regards  
Mark

*Mark Compston  
Clerical Assistant  
Legal and property services  
Greenock Municipal Buildings  
Greenock  
PA15 1LX  
01475 712439*

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SUPPLIER'S COPY

Purchase Order No: LPS 277655 RAIB001

<p>To:  <b>RAINBOW BLINDS AND INTERIORS</b>                  54 CANYON ROAD                  EXCELSIOR PARK                  WISHAW</p> <p>ML2 0EG</p>	<p>Deliver to:</p> <p><b>Legal and Property Services</b>                  Legal and Property Services                  Municipal Buildings                  Clyde Square                  Greenock                  PA15 1LY</p> <p>Service: LEGAL AND PROPERTY SERVIC</p> <p>Contact Details: <u>Legal and Property Services</u></p>
<p>Invoices must quote the official purchase order number and be sent to the</p> <p style="text-align: center;"><b>Payables Section</b>  <b>Finance Services</b>  <b>Wallace Place</b>  <b>Greenock</b>  <b>PA15 1LX</b></p> <p>Statements should be sent to the same address</p>	<p>Inverclyde Council only accepts liability for orders issued by means of a duly authorised purchase order</p> <p>Requisitioned by: <u>LEGAL AND PROPERTY SERVICES</u></p> <p>Requisition No.: _____</p> <p>Authorised by: <u>LPS ANTHONY LAWSON</u></p> <p>Order Date: <u>28/08/2019</u></p>

Item No. / Supplier No	Description of Goods or Services Ordered	Qty. / Unit	Unit Price	Total Price
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/	k74385	1.00	400.00	400.00
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Total Order Value (Excluding VAT)	400.00
Corporate Purchasing Card Transaction "Yes" indicates that this transaction has been made via the Visa Corporate Purchasing Card system. In such cases a delivery note only is required. No invoice is necessary	

Inverclyde Council's General Conditions of Purchase will apply in respect of this order

1. If this order relates to goods or services supplied under a current contract between the Council and the supplier, the Order is subject to all the terms and conditions of that contract
2. In any other case, this order is subject to the Council's Standard Terms and Conditions of Purchase, a copy of which is available from the Director of Finance (Central Purchasing Section), Municipal Buildings, Wallace Place, Greenock PA15 1LX or can be accessed via the Council's website below

NOT JOB

# Rainbow Blinds and Interiors Customer Satisfaction Sheet

CLIENT: *Inverclyde Council*

PURCHASE ORDER NO: *LPS 262434.*

JOB No:

*Newark P.S.  
Bridgerd Av  
Port Glasgow:*

WORKS CARRIED OUT: *To supply + install: Nursery classroom*

*2 replacement motors*

*Scaffy required*

*Blind 2  
Blind 9  
Fitting Height 4700*

CARRIED OUT BY: *John + Martin*

DATE: *07/02/2020*

I CONFIRM THE ABOVE WORKS HAVE BEEN CARRIED OUT TO MY SATISFACTION

NAME *Angie Gillan* .....

SIGNATURE *P. Gillan* .....

POSITION .....

DATE .....

WORKS OUTSTANDING YES/NO

DETAILS:

KA5573 To be surveyed

SURSEAT  
1 AVENUE  
GLASGOW  
4 SSU

WHEAT CLASSROOM

BLIND 2 (MOTOR BUZZING BUT DOES NOT MOVE)

BLIND 9 (NO NOISE FROM MOTOR, NOT MOVING)

FITTING HERKA 4700

HARD WIRED MOTORS VIA WALL SWITCH.

CONNECTIONS COULD BE ABOVE CEILING TILES

BLIND ISOLATION IN ELECTRICAL CABINET.

# Rainbow Blinds and Interiors

## Customer Satisfaction Sheet

CLIENT: Inverclyde Council

PURCHASE ORDER NO: LPS 262434

JOB No: RA5393

WORKS CARRIED OUT: NEWARK PRIMARY SCHOOL, BRIDGEND AVE, PORT GUSKLOW

Repair 2 Blinds

NEED TOWER

CARRIED OUT BY: James + John

DATE:

I CONFIRM THE ABOVE WORKS HAVE BEEN CARRIED OUT TO MY SATISFACTION

NAME .....

SIGNATURE .....

POSITION .....

DATE .....

WORKS OUTSTANDING YES/NO

DETAILS:

NEW MOTORS NEEDED

61 CANYON ROAD, EXCELSIOR PARK, WISHAW, ML2 0EG  
TEL 01698 351888 FAX 01698 351999

# Rainbow Blinds and Interiors

## Customer Satisfaction Sheet

CLIENT: *Inverclyde Council*

PURCHASE ORDER NO: *LPS 262434*

JOB No: *RA5393*

*Newark PS. Bridgend Avenue, Port Glasgow.*

WORKS CARRIED OUT:

*Replace 2 nr motors.  
Hardwired*

*Blinds No 2 + 9*

*F/H 4700.*

CARRIED OUT BY:

DATE:

I CONFIRM THE ABOVE WORKS HAVE BEEN CARRIED OUT TO MY SATISFACTION

NAME .....

SIGNATURE .....

POSITION .....

DATE .....

WORKS OUTSTANDING YES/NO

DETAILS:

61 CANYON ROAD, EXCELSIOR PARK, WISHAW, ML2 0EG  
TEL 01698 351888 FAX 01698 351999