

KL1293

RAINBOW BLINDS AND INTERIORS JOB SHEET

INVOICE NUMBER 40610

RAINBOW JOB NUMBER RA5895

PURCHASE ORDER NUMBER M/20N006/00032

QS Rebecca Cooper email invoice to:
SITE MANAGER Alison Call attached

INVOICE ADDRESS
Morgan Sundall PLC

DELIVERY ADDRESS
Ullapool Primary School
Riverside Terrace
Ullapool
IV26 2UE

To supply only 22 nr roller blinds.
sent via TNT.

APPLICATIONS SENT _____

RAMS _____

O&M'S 16/10/19

ADDITIONAL INFORMATION
Waiting on Roddy
confirming sizes.

TENDER SUM £1815.75

AGREED MCD 2.5 %

ORDER RECEIVED _____

Material / Plant Order

Order: **M/20W006/00032** Chg No:

Page: 1 of 4

Order number must be quoted in full on all invoices

Seller: Rainbow Blinds and Interiors
61 Canyon Road
Excelsior Park
Wishaw
North Lanarkshire
ML2 0EG
Tel No: 01698 351 888 **Fax No:** 01698 351 999
Email: sales@rainbowblindsandinteriors.com
Contact: Stephen Boyce

Invoice to: Morgan Sindall Construction & Infrastructure Ltd
Corporation Street
Rugby
Warwickshire
CV21 2DW
Tel No: 01788 534500
Fax No: 01788 534579


Line	Description	Quantity	Unit	Price	Per	Disc	Value
1	<p>Please supply and deliver the following</p> <p>Roller Blind Package (System 32 with Side Control Chain Operation with the controls fitted to control guards to comply with Current Blind Safety Regulations</p> <p>Provisional Delivery to site Friday 11 October 2019 (Date to be Confirmed)</p> <p>Please contact Roddy Morrison on 07773 616 486 to confirm delivery and any access restrictions.</p> <p>Confirmation Order with Stephen Boyce</p> <p>Contact Details for Rainbow Blinds and Interiors are as Follows</p> <p>Stephen Boyce on 01698 351 888 E : contracts@rainbow-blinds.com</p> <p>Alternative Please contact Sales@rainbow-blinds.com</p> <p>REF ONLY Schedule of Rates Dated 18 September 2019</p> <p>Please supply the above to current British Standards & / or European as appropriate and in accordance with the following:-</p>	1,815.75	SUM	1.00	SUM	2.50	1,770.36

Morgan Sindall are only able to receive and process electronic invoices as with effect of the 1st April 2013 they operate a sustainable procurement policy promoting a paperless purchase ledger environment. This is a condition of purchase and should you be unable to comply with this instruction or require further clarification you should immediately contact the buyer to seek assistance prior to supply.

ORDER VALUE NOT TO EXCEED STATED VALUE WITHOUT AUTHORISATION FROM THE BUYER **Terms:**

This Order is subject to the Morgan Sindall Construction & Infrastructure Conditions of [Purchase Order / Hire Order] which can be found at:- **As Standard Terms**

<http://construction.morgansindall.com/how-we-do-it/supply-chain>

<p>DELIVERY DATE: 11/10/19 Provisional Date (To Be Confirmed)</p> <p>DELIVERY / SITE ADDRESS: Ullapool Primary School Morgan Sindall Site Office at Riverside Terrace Ullapool IV26 2UE</p> <p>Proj. Manager: Tel: Site Telephone: Site Fax:</p>	<p>SIGNED:</p>  <p>For Morgan Sindall Construction & Infrastructure Ltd Date: 01/10/19</p> <hr/> <p>Name: Alison Callaghan Email: Telephone: 0845 600 2840</p>
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COPIES: Supplier, Site, QS, Buyer

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Material / Plant Order

Order: **M/20W006/00032** Chg No:

Page: **2 of 4**

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Line	Description	Quantity	Unit	Price	Per	Disc	Value
1.0	<p>The following named personnel are authorised to call off / sign for materials</p> <p>*****</p> <p>As Above or Morgan Sindall Site Nominee *****</p> <p>Instructions are not to be taken from any other person. Failure to comply with requirement may result in non or delayed payment</p> <p>1.1 Agreed delivery times must be adhered to or vehicles may be turned back at no cost to Morgan Sindall. The supplier will deliver to site accordance with the Project requirements, including mechanical offloading at locations instructed by the Project Manager. Any matter which may affect the progress of the site must be notified to the Project Manager as soon as it becomes apparent in order that appropriate action may be taken</p> <p>1.2 Goods will be inspected at time of installation and any defects/shortfalls will be notified to you within 48 hours. Any replacement necessary will be provided within 2 days</p> <p>1.3 Materials Handling Clause - It is the responsibility of the supplier to ensure that all goods are delivered to site in packages that do not exceed 20kg in weight in compliance with manual handling guidelines. Packages that cannot be delivered in less than this weight are to be clearly identified on the package to enable the appropriate lifting arrangements to be made on site, both at time of offloading and at time of distribution around the site. Where the goods exceed 20 kg in their assembled form, this is to be notified to the buyer prior to manufacture to enable instructions to be issued as to the most appropriate form of construction or assembly.</p> <p>1.4 Any variations to the order are to be notified and prices agreed prior to delivery to site. No payment will be made without a variation order being issued.</p> <p>1.5.0 Invoices received without a valid order number will not be processed. All such invoices will be returned to the supplier with a request for the invoice to be re-submitted with the correct information. 1.5.1 Invoices are to be submitted in an identical fashion to the order and as agreed with the Buyer. Morgan Sindall reserve the right to return invoices that do not match the line items as stated on the order without exception</p> <p>1.5.2 Any credit note issued should clearly identify the project to which it relates, what the credit note has been issued for to include a detailed breakdown of the total refund f.a.o the Buyer who has issued the order. Failure to provide this information may effect payment of outstanding monies due, as it is not possible to issue part payment.</p> <p>1.5.3 Notwithstanding Clause 7.4 on reverse of this order all payments will be made 45 days from the end of the month in which the invoice is received i.e. May invoices paid 15th July</p> <p>1.6 As agreed the prices detailed are fixed for the duration of this Contract and are not subject to fluctuations</p> <p>1.6.1 Acknowledgement of order will have no contractual effect</p> <p>1.7 O&M Information - It is a condition of this order that FULL TECHNICAL & MAINTENANCE INFORMATION is to be provided for insertion into the O&M Manuals. This information is to be submitted within FIVE WORKING DAYS of request</p> <p>2.0 Health, Safety & Environment</p> <p>2.1 It is the responsibility of the suppliers to ensure that all construction plant and or transport delivering to our sites must comply with the requirements of the Department of Transport Code of Practice and have evidence of all relevant testing and certificates of training to include CSCS registration and to ensure goods are stacked correctly and moved in an appropriate manner in order to present no danger to site operatives or the</p>						

Material / Plant Order

Order: **M/20W006/00032** Chg No:

Page: **3 of 4**

Order number must be quoted in full on all invoices

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	<p>public.</p> <p>2.2 All vehicles must report to the main site office to receive clear instructions on location for the safe off loading under appropriate supervision</p> <p>2.3 It is a condition of this order that all drivers delivering to our sites must have received training on safe working at heights and prevention of falls, as outlined in Working at Height regulations & FTA & HSE Guidelines. Drivers must be made aware that they have full responsibility for the safety of the load until fully off loaded and once loaded or the load landed on to their vehicle. Where deliveries are made on flat bed wagons, it is a requirement of any delivery that a method statement is prepared & handed to the Project Manager prior to any unloading taking place.</p> <p>2.4 All delivery drivers to site must comply with the Morgan Sindall minimum PPE requirements applicable to the project/premises. Unless stated otherwise,</p> <p>the wearing of safety helmet, high visibility vest/jacket/coat, safety footwear with steel toecaps and midsoles is the minimum requirement on all sites at all times.</p> <p>2.5 Morgan Sindall has a PPE policy that now includes the additional requirements for mandatory hand and Light Eye Protection (LEP).</p> <p>2.6 Shorts are not permitted on Morgan Sindall projects unless a project specific risk assessment clearly demonstrates that the risk is negligible.</p> <p>2.7 It is the responsibility of the supplier to ensure that any Agency driver delivering to our sites adheres to all site rules, restrictions & instructions as if they were directly employed by the supplier.</p> <p>2.8 All drivers are advised that the reversing of vehicles is prohibited unless a trained banksman is present</p> <p>2.9 COSHH information MUST be provided at time of delivery</p> <p>2.10 Packaging - All products should be correctly packaged in accordance with the manufacturers instructions & supplied to Morgan Sindall duly protected & fit for purpose</p> <p>2.11 Environmental - All goods supplied against this order should be compliant with relevant legislation and should be produced via best practice environmental methods</p> <p>3.0 Competition Law</p> <p>Morgan Sindall comply with competition law under the Morgan Sindall plc Ethical Policy (copy available on request)</p> <p>Competition law develops and evolves over time but the most important sources of law at present are the Competition Act 1998, which prohibits anti-competitive agreements and the abuse of a dominant position, and the Enterprise Act 2002, which introduced criminal sanctions for cartels (e.g. price-fixing and bid-rigging).</p> <p>The seller shall at all times observe, perform and comply with all statutory and other obligations of all current Acts and shall indemnify and keep indemnified the Buyer from and against all or any breach or non compliance of any such obligations</p> <p>4.0 Substance misuse (alcohol and drugs etc)</p> <p>Any personnel delivering to or visiting site shall comply with Morgan Sindall's and any client imposed Substance Misuse/abuse Policy. Morgan Sindall's Substance Misuse Policy sets minimum standards in respect of substance misuse rules and procedures. Appropriate information on the substance misuse policy and work rules can be provided for any Morgan Sindall premises.</p> <p>The supplier shall ensure that personnel under his control submit themselves for random, post accident/incident or #for cause# testing for alcohol and/or drugs if requested by Morgan Sindall site management.</p> <p>Morgan Sindall reserve the right to refuse entry or remove from site if any of its visitors or suppliers who appear unfit through substance misuse. Illegal drugs or alcohol shall not be brought within the site boundary.</p> <p>ALL TIMBER SUPPLY MUST COMPLY WITH EUTR REGULATIONS</p>						

Material / Plant Order

**MORGAN
SINDALL**
CONSTRUCTION

**MORGAN
SINDALL**
INFRASTRUCTURE

Order: **M/20W006/00032** Chg No:

Page: **4 of 4**

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	<p>*****</p> <p>Site Clause / Restrictions for Ullapool Primary School</p> <p>*****</p> <p>Please liaise with the Site Manager prior to Delivery</p> <p>No deliveries between 08.00am and 09.15am</p> <p>No deliveries between 15.15pm & 16.15pm</p> <p>Site Contacts are as follows</p> <p>Senior Site Manager is Roderick Morrison on 07773 616 486</p> <p>QS is Rebecca Cooper on D 01463 572380 M 07966 334 558</p> <p>Procurement Manager is Alex Browning on D 01698 738692 M 07807 192214</p> <p>*****</p>						
Req. No: Reqn 079106 Dated 27/09/19				Req'd By: Rebecca Cooper		Total Order Value:	1,770.36