

The Shrewsbury and Telford NHS Trust						Buyer Name	
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Notes

- 1.This Purchase Order is placed with your organisation subject to the application of our terms and conditions as referred to in the Department of Healths Applicable Contract Terms Policy.
<https://www.gov.uk/government/publications/nhs-standard-terms-and-conditions-of-contract-for-the-purchase-of-goods-and-supply-of-services>
2. A delivery note must accompany each delivery of goods. All goods to be delivered between 08:30 and 16:00 Monday to Friday unless otherwise stated.
3. The above order number must be quoted on all delivery notes, invoices and correspondence. Failure to do this may result in a delay in payment.
4. Each invoice submitted must refer to one order number only. Failure to address invoices correctly as stated on this order will result in a delay in payment.
5. No changes to this order will be accepted unless specifically agreed by the Procurement department. No price alterations will be agreed if they have previously been accepted against a tender or quotation.