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Date of Order 30-SEP-2020	Revision Date	

## **UCLH NHS Foundation Trust**

**Enquiries To:** 



Supplier:

Viamed Ltd 15 Station Road

Cross Hills Keighley

BD20 7DT Tel: Fax: Deliver To:

University College Hospital Loading Bay, Beaumont Place Off Tottenham Court Road

London NW1 2BU United Kingdom Invoice To:

UCLH - Accounts Payable Faustina Pusuo
C/O Post Room
C/O Post Room
250 Euston Road
250 Euston Road

London

NW1 2PG London United Kingdom NW1 2PG

Tel:

Email: uclh.invoices@nhs.net Email: f.pusuo1@nhs.net

## Important Information:

- 1. Order Queries. All queries regarding this Purchase Order (PO) should be directed to UCLH P2P Service Desk email: uclh.procure2pay.servicedesk@nhs.net or Tel: 0203 447 7771 Option 3.
- 2. Invoice Queries. All invoice queries should be directed to uclh.financeenquiries@nhs.net or 0203 447 7771 Option 1.
- 3. Delivery Charges. Where delivery charges are applicable but not specified in this PO the Trust will honour the addition of the charge to the invoice.
- 4. 'Delivery By' Date. The 'Deliver By' Date specified in this PO is the latest date please do not slow deliveries if faster delivery is possible or pre-agreed.
- 5. Delivery Location. All consignments received by UCLH must be signed for by an authorised member of staff (CCTV is used with a trust daily security delivery code which must be quoted on Proofs of Delivery (PoD)). Authorised members of staff are only those working in a trust hospital loading bay at the 'Deliver To' address on this PO. Consignments must not be delivered to any other address including Post Rooms, Receptions, Clinical locations or alternative sites.
- 6. Delivery & Invoices. Please ensure all delivery paperwork and invoices clearly show the PO No of this order.
- 7. PEPPOL. This Trust is now PEPPOL enabled to issue orders and receive invoices electronically.
- 8. Terms & Conditions. This Purchase Order is placed with your organisation subject to the application of our terms and conditions as referred to in the Department of Health & Social Care's "Applicable Contract Terms Policy", as per the following link: https://www.gov.uk/government/uploads/system/uploads/attachment\_data/file/350121/Applicable\_Contract\_Terms\_Policy.pdf.

Line No.	Product Code	Description of Goods or Services	Qty	Unit of Measure	Unit Price	Line Total	Deliver by Date	Contract/Quote Reference
1	1114005	eye mask 1114005  Note: UCLH Non Catalogue. UCLH Neonatal Unit Order. Price confirmed with Company. Ref.1114005	4	PK	42.500	170.00	28/09/2020	
2	1114006	Eye Mask 1114006  Note:	4	PK	40.750	163.00	28/09/2020	
3	1114007	Eye Mask1114007  Note:	4	PK	36.750	147.00	28/09/2020	

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Line No.	Product Code	Description	of Goods or Services	s Qty	Unit of Measure	Unit Price	Line Total	Deliver by Date	Contract/Quote Reference
					Wieasure				Reference
4	723000	UPS Courier		1	PK	10.000	10.00	28/09/2020	
		Note:							
						Total GBP:	490.00		