



Sophie Lines <viamed.sophie.lines@gmail.com>

Fwd: Quote for 2 of R-17MED, part number 0110017

1 message

Main Account <office@viamed.co.uk>

Tue, Jul 26, 2022 at 1:37 PM

To: Sophie Lines <sophie.lines@vmsecure.me.uk>

----- Forwarded message -----

From: **Katy Brooke** <katy.brooke@york.ac.uk>

Date: Tue, 26 Jul 2022 at 13:32

Subject: Re: Quote for 2 of R-17MED, part number 0110017

To: <kate.griffiths@viamed.co.uk>

Cc: Richard Gammons <richard.gammons@york.ac.uk>

Hi Kate

Sorry I have missed your calls about paying this.

Please would it be possible to pay for this on Monday 1st August instead? We are coming up to financial year end this week and have been advised to hold off making any purchases unless it is urgent.

Many thanks

Katy

On Mon, 25 Jul 2022 at 16:52, Richard Gammons <richard.gammons@york.ac.uk> wrote:

Thanks for updating the address Kate,

We need to pay for these items with a credit card, how do we do that?

Many thanks,

Richard

Dr R Gammons MChem PGCE PhD RSciTech AMRSC

Green Chemistry Research Technician

Department of Chemistry

University of York

YO10 5DD

Telephone: 01904 324549

[Email disclaimer](#)

On Mon, 25 Jul 2022 at 16:45, Kate Griffiths <office@viamed.co.uk> wrote:

Good afternoon Richard,

Thank you for your reply. Please see attached updated proforma invoice. The payment details can be found at the bottom left hand side of the proforma invoice.

Many thanks.

Kind regards

Kate Griffiths

Viamed is now enacting a coronavirus contingency plan to allow sales and admin staff to work from home, and I am now working remotely. Telephone calls to the main office will be answered remotely, but please continue to use email where possible.

<http://www.viamed.co.uk>

Email kate.griffiths@viamed.co.uk

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On Mon, 25 Jul 2022 at 15:28, Richard Gammons <richard.gammons@york.ac.uk> wrote:

Oh and they have also asked for a *payment link*?

Dr R Gammons MChem PGCE PhD RSciTech AMRSC
Green Chemistry Research Technician
Department of Chemistry
University of York
YO10 5DD
Telephone: 01904 324549

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On Mon, 25 Jul 2022 at 15:26, Richard Gammons <richard.gammons@york.ac.uk> wrote:

Thanks Kate,

I have passed this onto our admin team to create purchase order,

The only thing I would change is the delivery address is "Department of Chemistry **Stores**" as thats where all of our chemicals/consumables get delivered too,

Cheers

Richard

Dr R Gammons MChem PGCE PhD RSciTech AMRSC
Green Chemistry Research Technician
Department of Chemistry
University of York
YO10 5DD
Telephone: 01904 324549

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On Mon, 25 Jul 2022 at 15:01, Kate Griffiths <office@viamed.co.uk> wrote:
Good afternoon Richard,

Thank you for your email.

Please see attached proforma invoice - I have used this format instead of a quotation as your account is a proforma account, but I can easily change it to a quotation if you prefer.

Please let me know if you require any changes to be made - eg addresses.

Many thanks.

Kind regards

Kate Griffiths

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On Mon, 25 Jul 2022 at 14:20, Richard Gammons <richard.gammons@york.ac.uk> wrote:
Hi Kate,

Is it possible to have a quote for 2 of the following "R-17MED, part number 0110017"

Cheers

Richard

Dr R Gammons MChem PGCE PhD RSciTech AMRSC
Green Chemistry Research Technician
Department of Chemistry
University of York
YO10 5DD
Telephone: 01904 324549

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Katy Brooke

Green Chemistry Administrator

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