



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

RE: Purchase Order Notification - QEF0005418639

1 message

JIMENEZ, Jose (GATESHEAD HEALTH NHS FOUNDATION TRUST)

<jose.jimenez1@nhs.net>

Tue, Aug 9, 2022 at 2:18 PM

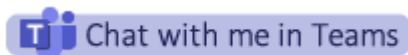
To: "sophie.lines@viamed.co.uk" <sophie.lines@viamed.co.uk>

Dear Sophie,

Yes, £6 carriage charge accepted for this order. Thanks.

I will have to authorise the carriage charge up on ordering/quoting. Therefore you can continue requesting confirmation if the PO doesn't include the carriage line.

Thanks again and best regards,

Jose Jimenez, **Procurement and Logistics Officer****QE Facilities** | Queen Elizabeth Hospital Queen Elizabeth Avenue | Sheriff Hill | Gateshead | NE9 6SX| Extension: 8582 | Teams & Email: jose.jimenez1@nhs.net**From:** Main Account <viamedinbox@gmail.com> **On Behalf Of** Sophie Lines**Sent:** 09 August 2022 09:56**To:** JIMENEZ, Jose (GATESHEAD HEALTH NHS FOUNDATION TRUST) <jose.jimenez1@nhs.net>**Subject:** Re: Purchase Order Notification - QEF0005418639You don't often get email from office@viamed.co.uk. [Learn why this is important](#)

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Dear Jose,

Thank you for the order - I can confirm this has been processed.

As mentioned in my earlier email to you last week, there would be a carriage charge of £6.00 applicable on this order - please can you confirm whether this is accepted? If the trust automatically accepts carriage on invoices please let me know - as I can make a memo on your account which confirms carriage up to £10.00 is automatically accepted - this would avoid delays with future orders.

Kind regards

Sophie Lines

Please note: My working days are Monday, Tuesday and Friday

Viamed is now enacting hybrid working to allow sales and admin staff to work remotely and in the office. Telephone calls to the main office will be answered, but please continue to use email where possible.

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

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On Tue, Aug 9, 2022 at 9:07 AM Main Account <office@viamed.co.uk> wrote:

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

From: **Cardea eProcurement Mailer** <no-reply@wax-live.com>

Date: Tue, 9 Aug 2022 at 08:48

Subject: Purchase Order Notification - QEF0005418639

To: <cddft.cardealive@nhs.net>, <enquiries@viamed.co.uk>

Please find attached an official purchase order from QE FACILITIES LTD.

Please ensure that you resolve all queries relating to this order with the Trust's Buyer prior to despatching the goods. The Buyer's contact details can be found on the attached PDF.

Please be advised that not resolving the query with the Buyer early in the procurement process will result in a significant delay in receiving payment.

Regards

The Procurement department
QE FACILITIES LTD

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