



Janine Gill <viamed.janine.gill@gmail.com>

Viamed order -200201578

3 messages

Janine Gill <janine.gill@viamed.co.uk>
To: james.lavery@esneft.nhs.uk

12 September 2022 at 11:53

Hello James,

Just wondering if you could help.

I have received an order from your procurement department, unfortunately, I can not process this as they have not included carriage.

There is no email address on the PO to contact the person, I have emailed procurement and the email has bounced back.

Could you help or pass on the email to the correct department? See below -

Thank you for your order - 200201578

Please be aware there will be a charge for carriage on this item of £6.00.

If you are happy to proceed please send an email to clarify you are happy to go ahead.

Kind regards

Janine Gill
Office Administrator
Viamed Ltd.

<http://www.viamed.co.uk>
Email: janine.gill@viamed.co.uk
Tel: +44 (0)1535 634 542
Fax: +44 (0)1535 635 582

Twitter: twitter.com/ViamedLtd
Facebook Page: Search for Viamed Ltd

Company registered in England, No. 01291765.

E-mail Disclaimer

GDPR / Privacy Policy available at www.viamed.co.uk/policy

The information in this email is confidential and may be legally privileged.

It is intended solely for the addressee. Access to this email by anyone else is unauthorized.

If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful.

If you feel you have received this email in error or would like to be removed from our mailing list, please reply with delete in the subject line or call +44 (0)1535 634542

Lavery, James <James.Lavery@esneft.nhs.uk>
To: Janine Gill <office@viamed.co.uk>

12 September 2022 at 12:31

Hi Janine

Please process Po200201578 the requisitioners are always forgetting to put the carriage charge on.

The carriage charge price I have on the catalogue is £8

Kind Regards

James A Lavery

Buyer and Catalogue Administrator

Procurement Department

E-mail james.lavery@esneft.nhs.uk

East Suffolk and North Essex NHS Foundation Trust

Based at: Ipswich Hospital, Heath Road, Ipswich, IP4 5PD

Phone: 01473 707343

Mobile : 07707 295982

Ext: 8343

Postbag: N048

Working Hours: 8:30 – 16:30

www.esneft.nhs.uk

Next Annual Leave

[Quoted text hidden]

This e-mail and any files transmitted with it are confidential. If you are not the intended recipient, any reading, printing, storage, disclosure, copying or any other action taken in respect of this e-mail is prohibited and may be unlawful. If you are not the intended recipient, please notify the sender immediately by using the reply function and then permanently delete what you have received. Content of emails received by this Trust will be subject to disclosure under the Freedom of Information Act 2000, subject to the specified exemptions, including The General Data Protection Regulation (EU) 2016/679 and Caldicott Guardian principles. East Suffolk and North Essex NHS Foundation Trust, Turner Road, Essex, CO4 5JL

Janine Gill <janine.gill@viamed.co.uk>
To: "Lavery, James" <James.Lavery@esneft.nhs.uk>

12 September 2022 at 12:34

Hello James,

Thank you for getting back to me.

I will process this order now.

Would it be easier if I put a note on the account to say carriage has been agreed up to £10?

This way we will not have to contact you every time there is an order, if the carriage is above £10 we will contact you before charging.