

Procurement
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19th April 2011

Delivery Charges

Dear Supplier

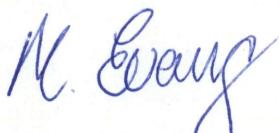
We are writing to advise that with effect from 1st May 2011, Walsall NHS Healthcare will not be accepting any delivery charges; this is to follow up on the correspondence that David Smith (Head of Procurement) sent last April.

The Trust will not accept any invoices that have a delivery charge. Non conforming invoices will be returned without payment being made. Please ensure that all necessary staff within your organization is aware of this process.

You may have separate pricing arrangements/contracts with us based on your individual circumstances. These prices will remain unchanged and delivery charges will not be accepted unless otherwise agreed.

I would thank you for your co-operation in this matter, however please do not hesitate to contact myself should you wish to discuss.

Yours faithfully



Matt Evans MCIPS
Senior Group Buyer (Manager)
For quotation and tender opportunities visit:
<https://in-tendhost.co.uk/walsallhospitalsnhs>

Acknowledgment

I/We acknowledge that we have received and accepted this letter dated 19th April 2011.

Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Tel: _____ **Mobile:** _____

Email: _____

Fax No: _____

Date: _____