Acoustic Products Ltd
70C High Street
Whitstable
CT5 1BB 9th October 2019

For the attention of Mr P Shepherd

Dear Sirs,

# Re: Plumstead Library, London SE18 1JL

We enclose herewith our Order No 32623 for the supply of panelling at the above.

All timber based products for this project are to be accredited as either FSC 100% or FSC 70% mix with documentary evidence.

We trust this is self-explanatory but, should you have any queries, please contact the undersigned.

Yours faithfully,

Simon Thorpe

cc R C Hayhoe

 M O’Brien

 D Sanders

 J Hayhoe

 D Singh

 P Bennett

Acoustic Products Ltd
70C High Street
Whitstable
CT5 1BB 9th October 2019

Order No. 32623

# Re: Plumstead Library, London SE18 1JL

To supply perforated acoustic wall panelling at the above, all as the documentation detailed below and the enclosures listed therein (copies of which are attached):-

1. Our emailed invitation to tender dated 08.05.18 (and the enclosures listed therein).
2. Your quotation ref 7784 Rev 1 dated 29.05.19. We will require 42 Nr square cut raw mdf panels, size 3640 mm x 660 mm, a total of 101 m2.

Total Order Value 101 m2 @ £206.25 = £20,831.25 (nett plus VAT).

Please note the following:-

a) Your price is fixed for the duration of the works.

b) All timber based products for this project are to be accredited as either FSC 100% or FSC 70% mix and are to have full chain of custody.

c) Terms: Nett, Monthly

d) Delivery: W/E 22.11.19

f) Should any terms and conditions within your quotation contradict the terms of this order, this order will take precedence.

i) You are to provide the following:-

1. O & M Manual data (by return)
2. FSC documentation (immediately following deliveries)
3. Fire and acoustic certificates (where applicable)

Please note that your final payment may not be released until we are in receipt of these

j) The Project address is:-

Raphael Contracting Ltd

C/O Osborne

1 Abery St

Plumstead

London

SE18 1DB

 Contracts Manager Mr Dave Sanders

 Mobile No. 07967 331912