Elite Architectural Ironmongery Ltd

25-31 Lower Loveday Street

Birmingham

B19 3SE 18th March 2019

Dear Sirs,

# Re: City University of London, Sebastian Street

We enclose herewith our Order No.32356 for the ironmongery supply at the above.

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

T Finnis

D Singh

P Bennett

Elite Architectural Ironmongery Ltd

25-31 Lower Loveday Street

Birmingham

B19 3SE 18th March 2019

# ORDER No. 32356

# Re: City University of London, Sebastian Street

To supply ironmongery in accordance with the documentation listed below (copies of which are attached):-

1. Our e mailed enquiry dated 19.09.18 and the enclosures listed therein
2. Our email 16.11.18 (ST) and the enclosures listed therein
3. Your quotation No 123935 dated 08.01.19

Total order value £53,094.39

Please note the following:-

1. Your price is fixed for the duration of the works
2. Delivery charges are included
3. Terms: Monthly
4. Discount: xx
5. Programme: Our Project Manager will agree a detailed delivery schedule with yourselves
6. Requests for Information must be in writing and should be addressed to our

Project Manager.

1. Should any terms or conditions within your quotation contradict the terms of this order, this order will take precedence
2. You are to provide the following by return:-
3. O & M manual data
4. All relevant fire certificates

Please note that your final payment will not be released until we are in receipt of this.

1. Your quotation includes for the provision of all necessary samples (see below) and priced & unpriced ironmongery schedules.
2. Our Project Manager has forwarded under cover of an Addendum Order a full set of construction information. **Ironmongery is to be supplied to these details in preference to anything referred to elsewhere within this order**
3. Individual items of ironmongery are not to be procured until the corresponding samples have been approved. Once approved all ironmongery is to match the samples. Non approval of individual items of ironmongery is not to delay the procurement of the balance of the approved items.
4. Suiting is included within your rates
5. The Project address is:-

Raphael Contracting Ltd

C/O BAM

University of London, Sebastian Street Law School

17 - 19 Sebastian Street,

167-173 Goswell Road,

Islington,

London, EC1V 0HB

Contracts Manager Mr Dave Sanders

Mobile No. 07967 331912