JMS Specialist Joinery Ltd

Unit B Bourne End

Kineton Road

Southam

CV47 0NA 3rd February 2021

For the attention of Mr J Gould

Dear Sirs,

# Re: 21 Moorfields, London EC2

We enclose herewith our Order No 23934 for the supply of joinery at the above.

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.

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

P Haugh

T Finnis

D Singh

P Bennett

J Hayhoe

JMS Specialist Joinery Ltd

Unit B Bourne End

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Southam

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Order No. 23934

# Re: 21 Moorfields, London EC2

To supply joinery 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 for joinery works dated 31.10.18 (and the enclosures listed therein).
2. Our emailed invitation to tender for door frames dated 05.11.18 (and the enclosures listed therein).
3. Our emailed doors tender addendum dated 11.11.19 re value engineering options
4. Our emailed doors tender addendum dated 10.02.20 (and the enclosures listed therein)
5. Our emailed joinery tender addendum dated 10.12.19 (and the enclosures listed therein)
6. Your quotation ref 6822.11/AB dated 19.02.20.
7. Your quotation ref 6822.25/AB dated 14.12.20.

Total Order Value, all as the attached pricing schedule, £214,102.57 (nett plus VAT)

**We will issue an Addendum Order for the Fixed Price Adjustment once the sum is agreed.**

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) Deliveries: Our contracts manager will agree a detailed delivery schedule with yourselves.

e) Drawings: Our contracts manager will agree a detailed drawing schedule with yourselves, drawings are to be produced in line with this schedule not the contents of the pricing schedule.

e) Requests for information must be in writing and should be addressed to our Project Manager.

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

g) All samples requested by ourselves are to be provided, where applicable all materials are to be in accordance with approved samples.

h) Our Project Manager will issue, under cover of an Addendum Order a full set of construction information. Joinery is to be manufactured to these details in preference to anything referred to elsewhere within this order

i) You are to provide the following:-

1. O & M Manual data (by return)
2. Chain of custody 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 SRM

Gate 1

Moor Lane

London

EC2Y 9DP

Contracts Manager Mr Paul Haugh

Mobile No. 07970 045912