JMS Specialist Joinery Ltd

Unit B Bourne End

Kineton Road

Southam

CV47 0NA 10th February 2020

For the attention of Mr J Gould

Dear Sirs,

# Re: Hilton Hotel, Woking

We enclose herewith our Order No 32696 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

M Robinson

J Wray

T Finnis

D Singh

P Bennett

J Hayhoe

JMS Specialist Joinery Ltd

Unit B Bourne End

Kineton Road

Southam

CV47 0NA 10th February 2020

Order No. 32696

# Re: Hilton Hotel, Woking

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 dated 28.03.19 (and the enclosures listed therein).
2. Our emailed invitation to tender addendum Nr 1 dated 29.03.19 (and the enclosures listed therein)
3. Our emailed invitation to tender addendum Nr 2 dated 29.03.19 (and the enclosures listed therein)
4. Our emailed invitation to tender addendum Nr 3 dated 29.03.19 (and the enclosures listed therein)
5. Our emailed invitation to tender addendum Nr 4 dated 02.04.19 (and the enclosures listed therein)
6. Your quotation ref 6849/AB dated 08.03.19.
7. Your quotation ref 6849.1/AB dated 03.05.19.

Total Order Value, all as the attached pricing schedule, £286,922.05 (nett plus VAT) **including a lump sum of £5,625.95 as a fixed price adjustment.**

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. **The drawings for the 1st floor BoH desks are to be in line with your internally VE’d solution not the architects details**.

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

Victoria Square,

Victoria Way,

Woking,

GU21 6DG

Contracts Manager Mr Mark Robinson

Mobile No. 07968 010377

Project Manager Mr Jason Wray

Mobile No. 07968 010377