Marmi Ltd

38 West Station Industrial Estate

Spital Road

Maldon

CM9 6TS

 9th February 2021

Dear Sirs,

# Re: 55 – 93 Knightsbridge, London

We enclose herewith our CONFIRMATION Order No 32756 to supply and fix 6 nr fire hearth and surrounds including screed at the above mentioned project. this order provides formal ratification of Paul Haugh’s purchase order emailed 19.01.2 @ 11:16, **THIS IS NOT AN ORDER FOR A FURTHER 6 NR UNITS.**

Please refer to section k) of this order for your health and safety obligations, in addition please forward all relevant COSHH information, method statements and risk assessments to site, for the attention of Mr Paul Haugh, before you commence work

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

 J Hayhoe

 D Singh

 P Bennett

 G Buck

Marmi Ltd

38 West Station Industrial Estate

Spital Road

Maldon

CM9 6TS

CONFIRMATION ORDER NUMBER 32756 9th February 2021

Dear Sirs,

# Re: 55 – 93 Knightsbridge, London

To supply and install fix 6 nr fire hearth and surrounds including screeds as the documentation detailed below (copies of which are attached):-

1. Our invitation to tender e mail dated 22.12.20 and the enclosures referenced therein.
2. Your emailed quotation No Q6267 Rev00 dateed 23.12.20.

Total Order Value £17,696.58 (plus VAT).

Please note the following:-

a) This order provides formal ratification of Paul Haugh’s purchase order emailed 19.01.2 @ 11:16, **THIS IS NOT AN ORDER FOR A FURTHER 6 NR UNITS.**

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

c) Terms: Monthly

d) Programme: Our Contracts Manager will agree a programme with yourselves.

e) Discount: Nett

f) Retention will be held at 5%. One half will be released at practical completion and the balance at the end of the defects liability period

g) Dayworks will only be used as the basis for valuing variations where agreed rates/sums are not applicable and they cannot be accurately pro-rata’d. In these instances sheets must be offered for signature within 7 days of the works being carried out

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

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

j) All necessary samples are to be provided by yourselves, all materials are to be in accordance with approved samples.

k) Works are to be undertaken fully in accordance with all relevant Health & Safety Regulations including the provision of all necessary PPE for our operatives. **It is a condition of this order that our Health & Safety questionnaire, a copy of which is attached, is completed to the satisfaction of our Director in charge of safety, Martin O’Brien**

l) Attendances are to be as the attached schedule, delivery charges are included.

m) All labour is to be employed fully in accordance with Government employment legislation and with **100% CSCS membership**

n) You are to provide the following:-

1. O & M Manual data (by return)

(ii) Chain of custody documentation (immediately following deliveries)

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

o) The Project address is:-

Raphael Contracting Ltd

 C/O SRM

 1 – 4 William Street

 London

 SW1X 9HL

 Contracts Manager Mr Paul Haugh

 Mobile No. 07970 045912

 Project Manager Mr Gary Buck

 Mobile No. 07968 010386