

## SCHEDULE OF ATTENDANCES

**SUBCONTRACTOR : MGD Specialist Interior Finishes**

**CONTRACT : NATIONAL GALLERY, LONDON**

✓ = Attendance Provided by

No	ITEM	M/C	RCL	S/C
1	<b>Facilities</b>			
	1.1 Statutory Health & Welfare Facilities	✓		
	1.2 Office / Storage			
	(i) Space for	✓		
	(ii) Provision of, including power			✓
2	<b>Services</b>			
	2.1 Water			
	(i) Supply of water / standpipes	✓		
	(ii) Supply of hoses / barrels etc	✓		
	2.2 Lighting & Power			
	(i) Power Supply	✓		
	(ii) Leads from distribution boxes			✓
	(iii) General / safety lighting	✓		
	(iv) Task lighting			✓
3	<b>Setting out</b>			
	(i) Main grid lines & datum's on each floor	✓		
	(ii) Detailed setting out			✓
	(iii) Site Dimensions			✓
4	<b>Unloading and Distribution</b>			
	(i) Tower crane including driver	N/A		
	(ii) Hoist including operator	✓		
	(iii) Forklift including driver			✓
	(iv) Banksman / Loader			✓
	(v) Labour for unloading			✓
	(vi) Labour for distribution			✓
5	<b>Scaffolding</b>			
	(i) Main standing scaffold	✓		
	(ii) Task scaffolding			✓
6	<b>Sub face /protection /handover</b>			
	(i) Checking & acceptance of sub-face			✓
	(ii) Handing over of areas upon completion			✓
	(iii) Adequately protecting after handover			✓
	(iv) Removing protection	✓		
7	<b>Rubbish</b>			
	(i) Clearing to skip			✓
	(ii) Provision of skip	✓		
M/C = Main Contractor, RCL = Raphael Contracting, S/C = Subcontractor				



# RAPHAEL

## CONTRACTING LTD

CARPENTRY | JOINERY | FIT OUTS



MG Duff International Ltd  
Unit 1 Timberlaine Estate,  
Gravel Lane Quarry Lane,  
Chichester,  
West Sussex,  
PO19 8PP


30th October 2023

Dear Sirs,

Re: The National Gallery, London

With reference to this enquiry for the above mentioned project, please list below any divergencies and sign & return this letter to confirm the statement below

We confirm that with the exception of the divergences listed below, we are fully compliant with the drawings and specification included within this enquiry

1		
2		
3		
4		
5		
6		
Signed and Dated:  30/10/2023		



CERTIFICATE NUMBER 8349  
ISO 9001, ISO 14001, OHSAS 18001



Raphael Contracting Ltd.  
Raphael House, 123 Roebuck Road  
Chessington, Surrey KT9 1EU  
Tel: 020 8391 9100 Fax: 020 8391 2220  
admin@raphael.co.uk www.raphaelcontracting.com  
Chain of Custody Registration Numbers:  
FSC: TT-COC-004654 • PEFC: BMT-PEFC-1262  
Forest Products: BMT-COC-0147





1 Timberlaine Estate, Gravel Lane, Quarry Lane, Chichester,  
West Sussex. PO19 8PP

Tel: 01243 770723  
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# MGD

specialist interior finishes

Date: Monday, 30 October, 2023

QUOTATION NO: QHY33536

To: RAPHAEL CONTRACTING LIMITED

ATTENTION: Jason Wray

EMAIL: jason@raphaeltd.co.uk

TELEPHONE NUMBER: 0 20 8391 9100

FROM: Gavin Seabrook

ENQUIRY REF:

ENQUIRY DATE: Monday, 30 October 2023

PROJECT: National Gallery - London

We thank you for your enquiry and have pleasure in submitting our quotation which is subject to our standard conditions of sale and to the terms set out below:-

SCOPE OF SUPPLY: - Hygienic PVC Wall Cladding System

HYGIENIC WALL CLADDING SYSTEM:  
FIXING:

2.5MM EXTRUDED PVC SHEET.  
PANELS ARE FIXED WITH THE APPROPRIATE PANEL ADHESIVE SYSTEM  
IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS. ANGLES INTO OR ROUND CORNERS AND  
REVEALS WILL BE THERMOFORMED ON SITE. UNLESS SPECIFIED ALL PROFILES, TRIMS AND  
SILICONES WILL BE SUPPLIED TO MATCH THE SHEET STYLE.

PRICE: TO SUPPLY AND FIT ALTRO WHITEROCK WALL CLADDING - 'WHITE' IN ACCORDANCE WITH THE MANUFACTURER'S  
INSTRUCTIONS UTILISING A JOINT STRIP OR WELDED JOINTS AND A TRANSITION STRIP AT THE WALL FLOOR JOINT.  
SUBSTRATE - SOUND PLASTER  
WHITEROCK ADHESIVE: TWO PART POLYURETHANE ADHESIVE

Room F864. Total length of walls 18.80m. Height 2.765m. 52 m2

Room F850. Total length of walls 19.83m. Height 3.350m. 65 m2

Room F843. Total length of walls 34.40m. Height 2.765m. 95 m2

Option 1 using PVC Joint Trim – 212m2 @ £63.80 per m2 - £13,525.60

Option 2 using Welded Joint – 212m2 @ £66.50 per m2 - £14,098.00

DISCOUNT: 2.5% MCD

TERMS OF

PAYMENT: Credit Payment terms and Credit limits will subject to a successful credit insurance application from HCCI

Uninsured business will be on a cash with order basis

~~Retentions will not be allowed unless agreed by us in writing prior to contract.~~

NOTES: ~~When quoting for specified areas in a bill of quantities our prices are based upon fitting~~  
~~cladding sheets at full sheet height (2500mm or 3000mm) to flat vertical walls assuming minimal~~  
~~wastage and should be used for comparison only. Additional charges will be made for cladding~~  
~~to columns, door and window reveals, plinths bulkheads and any other recessed or projecting~~  
~~structures.~~

~~Contracts will be accepted on an agreed fixed price and will not be subject to a final measure unless agreed in writing. Areas will be calculated and charged on the number of whole sheets required to complete the contract works.~~

This quotation is based upon the installation of each product being completed in one period of consecutive working days, the programme for which will be agreed prior to start.

In the event that the programme is subsequently changed or additional days are incurred we may make an additional charge.

In the event that we are unable to carry out installation work because the site is not ready for our operatives, we will make a charge for each man per day at the rates specified below. Down time due to lack of services may be charged at a proportional rate.

A minimum of two working days' notice is required of changes to the program and we reserve the right to make a charge for changes without notice.

In the event that the main contractor / client is unable to provide the facilities and conditions detailed in the attached "SITE REQUIREMENTS FOR WALL, FLOOR & CEILING FINISHES" a full re-quote will be required.

**OPTIONAL EXTRAS:**

- ~~✓ To fit W123 304 food grade Stainless Steel Sheet where the temperatures will exceed 80°C - £200.00/m<sup>2</sup>~~
- ~~✓ To clad internal doors with Hygienic Wall Cladding - £240.00 per side~~
- ~~✓ To supply and fit full height (75 x 75 x 2500mm max) stainless steel corner protectors - £110.00 Each~~
- ~~✓ To supply and fit half height (75 x 75 x 1200mm max) stainless steel corner protectors - £65.00 Each~~

**LABOUR RATES:** Day rate for installers - £400.00 per man per day  
Out of Hours day rate for installers - £600.00 per man per day

**PROGRAM:** Subject to survey and assuming all site requirements are met  
we anticipate that the installation will be completed within: TBA  
See "SITE REQUIREMENTS FOR WALL, FLOOR & CEILING FINISHES" attached

**VAT:** At the prevailing rate.

**AVAILABILITY:** Four Weeks

**VALIDITY:** ~~90 Days~~

**OTHER:** There is no element of design within these works.

Please note:

PVC Sheet has a maximum service temperature of 60°C.

Stainless Steel sheets should be used were the service temperature exceeds 60°C

Certification

All materials used covered by C.O.S.H.H. regulations have appropriate certificates. This data is usually made available upon receipt of your order, but if you wish to have sight prior to ordering this can be arranged.

Full Health & Safety; Risk Assessments; Method Statements; O&M and commercial Documentation will be issued upon receipt of a firm order.

For and on behalf of MGD Specialist Interior Finishes Limited



**SITE REQUIREMENTS FOR WALL, FLOOR & CEILING FINISHES**  
(Failure to comply with the following requirements may result in program delays and extra charges)

Page 1 of 2

MGD specialist interior finishes undertakes to supply and install Wall, Floor and Ceiling products to a suitably prepared substrate. All associated preparation works and final cleaning will be carried out by others.

**Floor and Ceiling Datum Levels**

Datum levels indicating the ceiling height and height of the floor coving should be established by the main contractor. Floor tile up stands must be fitted prior the installation of wall cladding.

**SURFACE PREPARATIONS**

All surfaces should be de-greased and all edges, abutments etc, sealed with an approved food grade sealant (to BS5889 Type B). Dusty or friable surfaces including new plasters should be primed with a PVA Solution diluted 1:10 with water. All surface substrates are to be suitably prepared and must be even, smooth, clean, sound and laitence free. All wall surfaces must be straight to within 3mm over a 2m straight edge.

All Substrates must be dry i.e. less than 16% WME (Wood Moisture Equivalent) on "Protimeter 'Surveymaster' Equipment or equivalent.

**Walls**

<b>Substrate</b>	
<b>Existing tiled surfaces</b>	Ensure that all tiles are securely bonded and any void spaces are filled to give an overall smooth and level surface.
<b>Plasterboard &amp; Shuttering</b>	Joints should be flush and taped and fastenings hidden. DO NOT PAINT
<b>Block work walls</b>	Block work must be fair faced, even and free of snots and cavities
<b>Plaster</b>	Suitable skim and hard wall types must conform to BS5492,1990 Code of Practice for internal plastering. DO NOT PAINT. <b>Pink Lightweight plasters are not recommended.</b>
<b>Render finishes</b>	Sand and Cement Rendering 1-3 to a steel trowel finish
<b>Painted surfaces</b>	Any loose and flaking paint must be removed.
<b>Papered surface</b>	All wallpaper must be removed and the surface cleaned and Prepared.

**Ceilings**

Existing ceilings including unwanted ceiling grids should be removed.  
All ductwork & cables should be completed and any equipment that passes through the line of the ceiling should be fixed in position.  
The position of lighting, access and ventilation apertures must be clearly marked.

**Floors**

**Subject to survey**

Safety floors must be fitted over a suitably prepared smooth, dry, clean, sound and laitence free substrate incorporating an effective DPM, all to codes of practise BS8203 & BS8204 1997 as appropriate, these works are assumed to have been prepared by others.  
Exclusions: The uplifting or disposal of existing floor coverings, the removal or reinstatement of furniture, fixtures and fittings or the preparation of sub-floors or DPMs unless specifically agreed by MGD in writing.  
The condition of floors beneath existing floor coverings will not be examined until the contract commences and any remedial works or down time arising after the uplift of these coverings will be chargeable at extra cost.  
We recommend the use of a clamping drain or channel with safety flooring.  
Manufacturer's instructions must be available on site during installation for all other types of drainage equipment.

**SITE REQUIREMENTS FOR WALL, FLOOR & CEILING FINISHES**  
(Failure to comply with the following requirements may result in program delays and extra charges)

Page 2 of 2

**The following site facilities and conditions are required:**

All Substrates must be dry i.e. less than 16% WME (Wood Moisture Equivalent) on "Protimeter 'Surveymaster' Equipment or equivalent.  
All working areas to have a minimum ambient temperature of 14° C to ensure that specified sheet expansion parameters are not exceeded and coatings can dry promptly. Failure to comply with the above could result in loss of adhesion and distortion of Wall Cladding sheets for which MGD will not accept liability.  
Adequate task lighting.  
A 110 Volt (4KVA) power supply.  
Scaffolding for any work over 3.0m high.  
A free working area to accommodate a 3.5m x 1.2 m work bench with access all round, located adjacent to fitting area.  
Fitting and Working Areas to be weatherproof and heated.  
The services of an Electrician and Plumber as required.  
Waste disposal facilities.  
All necessary welfare facilities.  
Access to site between 0800 and 2000 hrs for the duration of the installation period.  
Secure Storage for materials on site for the duration of the installation.  
Floors and other surfaces should be protected where necessary.

**Areas must be cleared and free of other trades.**

**General notes for other trades**

1. All pipes, bolts and fixings through the surface of Wall Cladding are to have 4mm expansion gaps and be sealed with sealant.
2. Do not direct blowlamps or naked flames or severe heat on to the surface of any wall, floor or ceiling finish.
3. When cleaning wall, floor and ceiling finishes always follow the manufacturers cleaning instructions.
4. Before testing out any kitchen equipment likely to expel severe heat, it is recommended that the extraction systems be operational as failure to do this may result in expansion problems.
5. All steam and hot pipes are to be insulated and kept away from wall, floor and ceiling finishes.

**Protection and cleaning of materials**

On completion of the installation we shall remove all the protective film from the sheets and or masking for inspection. After the works have been accepted and a customer satisfaction form signed off the responsibility for protection passes to the client. In the event that the client requests that the protective film is not removed at the completion of works we will only be responsible for manufacturing defects or failure of the system through poor workmanship. Return visits to remove cover film or complete any work not stated on quotation or order will be subject to additional cost. Final Cleaning is the responsibility of the client. We will provide cleaning instructions with sufficient quantity of Anti Static Cleaner before leaving the site. We will not be responsible for damage to the cladding caused by other trades during or after the installation.

Where site conditions are very dusty or it is not possible to silicone seal joints and abutments due to the program of works, sealant may be left on site with the client for completion by others or a return visit will be arranged at additional cost.

**Additional Charges**

In the event that we are unable to carry out installation work because the site is not ready for our operatives we will make a charge for each man per day at the rates specified in our quotation. Down time due to lack of services may be charged at a proportional rate. A minimum of two working days notice is required of changes to the program and we reserve the right to make a charge for changes without notice.



## Simon Thorpe

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**From:** Jason Wray  
**Sent:** 30 October 2023 09:35  
**To:** sales@mgdsis.co.uk; sales@mgdsif.co.uk  
**Cc:** Simon Thorpe  
**Subject:** National Gallery, London - Whiterock  
**Attachments:** NG200-PUR-Ss\_25\_25\_75-ZZ-SP-A-00K13\_Rigid sheet fine linings and panelling Specification\_S4 - For Stage approval\_P22.pdf; Design Statement - MGD Specialist Interior Finishes - National Gallery.docx; Attendance MGD Specialist Interior Finishes.xls

Good morning Gavin / Steve

Following on from a conversation earlier with Kelly from your accounts department, can you please supply a quotation on a supply & fix basis for the white rock wall panels as per the attached specification K13.145 to 3 no rooms as shown below ?

I have the following dimensions (measuring over doors):-

Room F864. Total length of walls 18.80m. Height 2.765m. 52 m2

Room F850. Total length of walls 19.83m. Height 3.350m. 65 m2

Room F843. Total length of walls 34.40m. Height 2.765m. 95 m2

Please note the following:-

- 1) **Please sign and return the attached design statement this will form part of the order and protects all parties.**
- 1) All timber based products are to be either FSC 70% mix or FSC 100%.
- 2) The installation date for flooring is approx. 2<sup>nd</sup> Quarter 2024, please fix your quotation in accordance with this time frame.
- 3) Attendances are to be as the attached schedule.
- 4) Your quotation is to be returned to our Chessington office by not later than midday Wednesday 1st November 2023 (Apologies for the lack of time, sooner if you can please ?)

If you have any queries please don't hesitate to contact me on the number below or my mobile 07968 011650.

Regards



**Jason Wray**

Raphael Contracting Ltd

Tel 020 8391 9100 | Fax 020 8391 2220

Raphael House, 123 Roebuck Road, Chessington KT9 1EU

[www.raphaelcontracting.com](http://www.raphaelcontracting.com)

