



Metalprogetti UK Ltd
9 Marlin Park,
Central Way,
Feltham, Middx
TW14 0AN

18th December 2023

Dear Sirs

Re: The National Gallery, London

We enclose herewith our Order No 33466 for the cloakroom storage solution at the above, on a supply and fix basis.

You are not to commence manufacture and/or procure materials until you have received the most up to date Construction Information from our Site Team and, had drawings and, where applicable, samples approved. This order currently excludes any umbrella holders that may be required for which we have requested a cost from yourselves.

Please refer to section k) of this order for your health & safety obligations, in addition please forward all relevant COSHH information, method statements and risk assessments to the site address, for the attention of Mr Paul Haugh, a minimum of four weeks prior to commencement on site.

Company information including insurances, CIS, VAT etc to be forwarded to our Chessington office for the attention of Mr Paul Bennett.

We trust this is self-explanatory but, should you have any queries, please contact the undersigned.

Yours faithfully

J Wray

c.c. R C Hayhoe
M O'Brien
S Thorpe
P Haugh
D Singh
P Bennett
J Hayhoe



Raphael Contracting Ltd.
Raphael House, 123 Roebuck Road,
Chessington, Surrey KT9 1EU
Tel: 020 8391 9100 Fax: 020 8391 2220
admin@raphaeltd.co.uk www.raphaelcontracting.com
Chain of Custody Registration Numbers:
FSC: TT-COC-004634 • PEFC: BMT-PEFC-1262
Forest Products: BMT-COC-0147





Metalprogetti UK Ltd
9 Marlin Park,
Central Way,
Feltham, Middx
TW14 0AN

18th December 2023

Order No. 33466

Re: The National Gallery, London

To supply & fix the cloakroom storage solution on a labour, plant & material basis, in accordance with the documentation listed below (copies of which are attached):

- 1) Our e-mailed enquiry dated 27.07.23.
- 2) Your quotation dated 31/07/23 in the sum of £17,028.00.

For the sum of £17,028.00 (+ VAT).

Please note the following:

- a) Your price is fixed for the duration of the works
- b) Terms: Monthly
- c) Discount: Nett.
- d) 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
- e) Programme: Our contracts manager will agree a detailed drawings, manufacturing and installation, programme with yourselves
- f) Daywork will only be used as the basis for valuing variations where agreed rates/sums are not applicable and where 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.
- g) Our Project Manager will forward a full set of current information. **You are not to commence manufacture and/or procure materials until you have received this and, had drawings and, where applicable, samples approved. This order currently excludes any umbrella holders that may be required for which we have requested a cost from yourselves.**



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



- h) All samples requested by ourselves are to be provided, where applicable all materials are to be in accordance with approved samples.
- i) Attendances are to be as the attached schedule.
- j) All labour is to be employed fully in accordance with Government employment legislation
- k) All labour is to be CSCS qualified
- l) 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 the Health & Safety questionnaire sent under separate cover is completed to the satisfaction of our Director in charge of safety, Martin O'Brien**
- m) Requests for Information must be in writing and should be addressed to our Project Foreman
- n) Should any terms and conditions within your quotation contradict the terms of this order, this order will take precedence.
- o) You are to provide the following by return:
 - (i) O & M manual data (by return)

Please note that payments may be withheld until we are in receipt of these.

- p) The Project address is:

Raphael Contracting Ltd
c/o Sir Robert McAlpine
The National Gallery
Trafalgar Square
London
WC2N 5DN

Contracts Manager Mr. Paul Haugh
Mobile No. 07970 045912