Stafford Bridge,  
Bedford Road,  
Pavenham,  
Bedfordshire,  
MK43 7PS

16th October 2023

Dear Sirs,

# Re: The National Gallery, London

We enclose herewith our **CONFIRMATION** Order No 33420 to supply Security Door Sets and Security Windows at the above.

**The purpose of this confirmation order is to formally ratify all that has gone before at site level, it does not require any further specific action from yourselves.**

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,

## Jason Wray

cc: R C Hayhoe

M O’Brien

S Thorpe

P Haugh

D Singh

P Bennett

J Hayhoe

Stafford Bridge,  
Bedford Road,  
Pavenham,  
Bedfordshire,  
MK43 7PS

ORDER No 33420 16th October 2023

# Re: The National Gallery, London

To supply & fix Security Door Sets and Security Windows in accordance with the documentation listed below (copies of which are attached):-

1. Our e-mailed enquiry dated 07.08.23 and the enclosures listed therein.
2. Your quotation ref Q-4996 rev 2 dated 16.08.2023.
3. Your design statement signed and dated (Not yet received, sent 11.10.23).

Total Order value £84,072.00 + VAT.

Please note the following:-

1. 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
2. **You are to provide fire and acoustic certification for the doorset as a whole, including the frame which will be manufactured by others.**
3. Your price is fixed for the duration of the works
4. Delivery costs are included.
5. Terms: Monthly
6. Discount: Nett.
7. Doors are to be delivered correctly packaged
8. Programme: Our contracts manager will agree a detailed delivery schedule with yourselves
9. Requests for Information must be in writing and should be addressed to our

Project Manager

1. All samples requested by ourselves are to be provided FOC, manufacture is not to commence until samples are approved. All materials are to be in accordance with approved samples.
2. Should any terms or conditions within your quotation contradict the terms of this order, this order will take precedence.
3. It is a requirement of this order that you provide the following :-
4. O & M manual data (by return)
5. All relevant fire and acoustic certification
6. Full chain of custody documentation

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

1. Our Project Manager has forwarded, under cover of an Addendum Order, a full set of construction information. **Doors are to be manufactured to these details in preference to anything referred to elsewhere within this order**
2. 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