Southern Doors & Cubicles Ltd

Unit 1A Wyncolls Road

Severalls Industrial Park

Colchester

CO4 9HU 30th November 2021

Dear Sirs,

# Re: Hoxton Hotel, London W12

We enclose herewith our Order No 33115 for the supply of door leafs to the above project.

**You are not to commence manufacture and/or procure materials until you have received written confirmation as to quantities and exact sizes from our Site Team and, if applicable, had samples approved.**

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

 D Singh

 P Bennett

 J Hayhoe

Southern Doors & Cubicles Ltd

Unit 1A Wyncolls Road

Severalls Industrial Park

Colchester

CO4 9HU

# ORDER No 33115  30th November 2021

# Re: Hoxton Hotel, London W12

To supply only door leafs in accordance with the documentation listed below (copies of which are attached):-

1. RCL’s emailed tender enquiry dated 14.10.21
2. Your quotation ref 18102021JM dated 28.10.21 in the sum of £24,174.00.

Total Order value £24,174.00

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 not to commence manufacture and/or procure materials until you have received written confirmation as to quantities and exact sizes from our Site Team and, if applicable, had samples approved.**
3. Your price is fixed for the duration of the works
4. Delivery costs, for a maximum of 3 nr deliveries, 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. Full chain of custody documentation

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

1. The delivery address is:-

Raphael Contracting Ltd

 123 Roebuck Rd

 Chessington

KT9 1EU

 Contracts Manager Mr Mark Robinson

 Mobile No. 07968 010377