F R Shadbolt & Sons Ltd

Springwood Drive

Braintree

Essex

CM7 2YN 28th March 2019

Dear Sirs,

# Re: City University of London, Sebastian Street

We enclose herewith our Order No 32355 for the supply of door leafs to the above project.

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

 D Sanders

D Singh

 P Bennett

 T Finnis

F R Shadbolt & Sons Ltd

Springwood Drive

Braintree

Essex

CM7 2YN

# ORDER No 32355 28th March 2019

# Re: City University of London, Sebastian Street

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

1. RCL’s e mailed Tender Addendum Nr 2 dated 05.09.2018 (and the enclosures listed therein)
2. RCL’s email (ST) dated 19.10.2018 (and the enclosures listed therein)
3. RCL’s email (ST) dated 15.11.2018 (and the enclosures listed therein)
4. Your emailed quotation ref 420336 dated 29.11.2018

Total Order value £182,042.68

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. Your price is fixed for the duration of the works
3. Delivery costs are included.
4. Terms: Monthly
5. Discount: Nett.
6. Doors are to be delivered correctly packaged
7. Programme: Our contracts manager will agree a detailed delivery schedule with yourselves
8. Requests for Information must be in writing and should be addressed to our

 Project Manager

1. Should any terms or conditions within your quotation contradict the terms of this order, this order will take precedence.
2. It is a requirement of this order that you provide the following :-
3. O & M manual data (by return)
4. All relevant fire and acoustic certification
5. 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 BAM

University of London, Sebastian Street Law School

17 - 19 Sebastian Street,

167-173 Goswell Road,

Islington,

London, EC1V 0HB

 Contracts Manager Mr Dave Sanders

 Mobile No. 07967 331912