

5.0 INTERNAL - SCHEDULE OF WORKS

DESCRIPTION	QTY	UNIT	COST (£)
5.1			
<u>ENTRANCE AREA / COMMUNAL STAIRWELL</u>			
5.1.1			
Building Works			
5.1.1.1			
Allow for safe working access to the stair well to enable works.			
5.1.1.2			
Remove all wall mounted fixtures and notices etc. and make good of damage.			
5.1.1.3			
Overhaul all timber doors, ease and adjust ironmongery and door closers, oil as necessary and ensure in full working order on completion.			
5.1.1.4			
Remove existing carpets, nosings and associated items throughout and dispose of from site.			
5.1.1.5			
Supply and install new Tiles to the entrance area. Allow a provisional cost of £90m2 (supply of material only) .			
5.1.1.6			
Supply and install new JHS Highfields Carpet 320 Black throughout stairwell. Allow a provisional cost of £50m2 (supply of material only) .			
Allow sub floor prep - lay 6mm ply or latex as necessary.			
5.1.1.7			
Supply and fit new nosings to the stairwell throughout.			
5.1.1.8			
Remove existing entrance mat and dispose of from site. Supply and install new grid entrance mat.			
5.1.1.9			
Ease and adjust front door, supply and fit replacement ironmongery. Provisional sum of £350 for the supply of ironmongery.			
5.1.2			
Decorations			
5.1.2.1			
Prepare and redecorate all ceilings with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.1.2.2			
Prepare and redecorate all walls with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.1.2.3			
Prepare and redecorate all existing timber wall panelling with 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.1.2.4 Prepare all previously painted door sets and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.1.2.5 Prepare all previously painted window frames and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.1.2.6 Prepare all skirtings and dado rails and apply 1no. undercoat and 2no. coat of Dulux satinwood Colour: Brilliant White. Allow to prime any bare timber.			
5.1.2.7 Prepare all timber balustrades and apply 1no. undercoat and 2no. coat of Dulux satinwood Colour: Brilliant White. Allow to prime any bare timber.			
5.2 <u>1ST FLOOR (including WC's)</u>			
5.2.1 Building Works			
5.2.1.1 Remove all wall mounted fixtures and notices etc. along with redundant conduit and cabling.			
5.2.1.2 Remove all furniture, fixtures and equipment throughout the office area and dispose off site.			
5.2.1.3 Repair plasterboard to ceiling where suspended lights have been removed.			
5.2.1.4 Allow for new holes to be drilled for where the new lights are to be installed.			
5.2.1.5 Strip out and demolition all partition walls and doors as highlighted within the Demolition Plan and remove all debris from site. See attached Demolition Plan within Appendix A.			
5.2.1.6 Supply and Install new flush painted FD30 timber door sets w/ ironmongery (handle, closer, hinges, etc).			
5.2.1.7 Overhaul all windows and doors, ease and adjust ironmongery and door closers, oil as necessary and ensure in full working order on completion.			
5.2.1.8 Install intumescent strips and smoke seals to all existing door sets and riser cupboards etc.			
5.2.1.9 Allow an extra over provisional sum of £1,000 to undertake repairs to the windows.		PS	1,000.00

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DESCRIPTION	QTY	UNIT	COST (£)
5.2.1.10 Allow an extra over provisional sum of £1,000 to undertake repairs to the doors.		PS	1,000.00
5.2.1.11 Strip out and remove from site all window blinds. Make good any damage to framework.			
5.2.1.12 Remove all existing carpets throughout and dispose of from site.			
5.2.1.13 Supply and install new Amtico Spacia (Pale Ash) LVT Access flooring. Allow a provisional cost of £90m2 (supply of material only). See attached Floor Finishes Plan with Appendix A.			
5.2.1.14 Supply and install new JHS Highfields Carpet 320 Black to the entrance area as highlighted on the Floor Finishes Plan. Allow a provisional cost of £90m2 (supply of material only). See attached Floor Finishes Plan with Appendix A. Allow sub floor prep - lay 6mm ply or latex as necessary.			
5.2.1.15 Allow a provisional sum of £1,500 for undertaking repairs within the office areas.		PS	1,500.00
5.2.1.16 Strip out all existing W/C sanitary wear as highlighted within the Demolition Plan and remove all debris from site. See attached Demolition Plan within Appendix A.			
5.2.2 Decorations			
5.2.2.1 Prepare and redecorate all ceilings with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.2.2.2 Prepare and redecorate all walls with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.2.2.3 Prepare and redecorate all existing timber wall panelling with 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC.			
5.2.2.4 Prepare all previously painted door sets and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.2.2.5 Prepare all previously painted window frames and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.2.2.6 Prepare all remaining previously painted wood work and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.2.2.7 Prepare all previously painted fire places and apply 1no. Undercoat and Liberon Iron Paste or similar approved.			
5.3 <u>2ND FLOOR (including WC's)</u>			
5.3.1 Building Works			
5.3.1.1 Remove all wall mounted fixtures and notices etc. along with redundant conduit and cabling.			
5.3.1.2 Remove all furniture, fixtures and equipment throughout the office area and dispose off site.			
5.3.1.3 Repair plasterboard to ceiling where suspended lights have been removed.			
5.3.1.4 Allow for new holes to be drilled for where the new lights are to be installed.			
5.3.1.5 Remove all shelving and make good any damage.			
5.3.1.6 Replace all water damaged wall panelling. Materials to match original.			
5.3.1.7 Overhaul all windows and doors, ease and adjust ironmongery and door closers, oil as necessary and ensure in full working order on completion.			
5.3.1.8 Install intumescent strips and smoke seals to all existing door sets and riser cupboards etc.			
5.3.1.9 Allow an extra over provisional sum of £1,000 to undertake repairs to the windows.		PS	1,000.00
5.3.1.10 Allow an extra over provisional sum of £1,000 to undertake repairs to the doors.		PS	1,000.00
5.3.1.11 Strip out and remove from site all window blinds. Make good any damage to framework.			
5.3.1.12 Remove all existing carpets throughout and dispose of from site.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.3.1.13 Supply and install new Amtico Spacia (Pale Ash) LVT Access flooring. Allow a provisional cost of £90m2 (supply of material only). Allow sub floor prep - lay 6mm ply or latex as necessary. See attached Floor Finishes Plan with Appendix A.			
5.3.1.14 Supply and install new JHS Highfields Carpet 320 Black to the entrance area as highlighted on the Floor Finishes Plan. Allow a provisional cost of £90m2 (supply of material only). See attached Floor Finishes Plan with Appendix A.			
5.3.1.15 Supply and install new Tiles to the WC areas as highlighted on the Floor Finishes Plan. Allow a provisional cost of £90m2 (supply of material only). See attached Floor Finishes Plan with Appendix A. Allow sub floor prep - lay 6mm ply or latex as necessary.			
5.3.1.16 Allow a provisional sum of £1,500 for undertaking repairs within the WC's.		PS	1,500.00
5.3.1.17 Strip out existing items to the 2nr W/Cs including sanitary wear, fixtures and fittings and dispose of from site.			
5.3.1.18 Supply and install new W/C including new sanitary wear and full height tiling to walls. Toilet: Saneux UNI 66074 (White) Toilet seat: Saneux UNI 66101 (White) Flush: Geberit Sigma 20 dual flush (Black) Toilet Roll Holder: Crosswater MPRO PRO029M (Black) Sink: Duravit DuraSquare 2353600014 (White)			
5.3.2 Decorations			
5.3.2.1 Prepare and redecorate all ceilings with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.3.2.2 Prepare and redecorate all walls with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.3.2.3 Prepare and redecorate all existing timber wall panelling with 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.3.2.4 Prepare all previously painted door sets and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.3.2.5 Prepare all previously painted window frames and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.3.2.6 Prepare all remaining previously painted wood work and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.3.2.7 Prepare all previously painted fire places and apply 1no. Undercoat and Liberon Iron Paste or similar approved.			
5.4 <u>3RD FLOOR (including WC's)</u>			
5.4.1 Building Works			
5.4.1.1 Remove all wall mounted fixtures and notices etc. along with redundant conduit and cabling.			
5.4.1.2 Remove all furniture, fixtures and equipment throughout the office area and dispose off site.			
5.4.1.3 To the Front Office; Hack off water damaged plaster and allow Provisional Quantity of £2m2 to undertake repairs to the damaged section of Lath & Plaster to match original materials.			
5.4.1.4 Make good to plasterboard wall where access control handset has been relocated.			
5.4.1.5 Strip out and demolition all partition walls and doors as highlighted within the Demolition Plan and remove all debris from site. See attached Demolition Plan within Appendix A.			
5.4.1.6 Overhaul all windows and doors, ease and adjust ironmongery and door closers, oil as necessary and ensure in full working order on completion.			
5.4.1.7 Install intumescent strips and smoke seals to all existing door sets and riser cupboards etc.			
5.4.1.8 Allow an extra over provisional sum of £1,000 to undertake repairs to the windows.		PS	1,000.00
5.4.1.9 Allow an extra over provisional sum of £1,000 to undertake repairs to the doors.		PS	1,000.00

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DESCRIPTION	QTY	UNIT	COST (£)
5.4.1.10 Strip out and remove from site all window blinds. Make good any damage to framework.			
5.4.1.11 Remove all existing carpets throughout and dispose of from site.			
5.4.1.12 Supply and install new Amtico Spacia (Pale Ash) LVT Access flooring. Allow a provisional cost of £90m2 (supply of material only). Allow sub floor prep - lay 6mm ply or latex as necessary. See attached Floor Finishes Plan with Appendix A.			
5.4.1.13 Supply and install new JHS Highfields Carpet 320 Black to the entrance area as highlighted on the Floor Finishes Plan. Allow a provisional cost of £90m2 (supply of material only). See attached Floor Finishes Plan with Appendix A.			
5.4.1.14 Supply and install new Tiles to the Bathroom area as highlighted on the Floor Finishes Plan. Allow a provisional cost of £90m2 (supply of material only). See attached Floor Finishes Plan with Appendix A. Allow sub floor prep - lay 6mm ply or latex as necessary.			
5.4.1.15 Strip out and remove existing items to the Bathroom area including sanitary wear, fixtures and fittings and dispose of from site.			
5.4.1.16 Allow a provisional sum of £1,500 for undertaking repairs within the Bathroom.		PS	1,500.00
5.4.1.17 Supply and install new bathroom including new sanitary wear, shower and full height tiling to walls. Shower: Modular Complete Walk In Shower Enclosure Matte Black - KIT A (Black / White) Shower: Elegance Matte Black Exposed Thermostatic Bar Shower with Riser (Matte Black) Toilet: Saneux UNI 66074 (White) Toilet seat: Saneux UNI 66101 (White) Flush: Geberit Sigma 20 dual flush (Black) Toilet Roll Holder: Crosswater MPRO PRO029M (Black) Sink: Duravit DuraSquare 2353600014 (White)			

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DESCRIPTION	QTY	UNIT	COST (£)
5.4.1.18 Strip out and remove existing items, fixtures and fittings within the kitchen and dispose of from site.			
5.4.1.19 Allow a provisional sum of £1,500 for undertaking repairs within the Kitchen.		PS	1,500.00
5.4.1.20 Supply and install new kitchen to suite layout as shown on proposed plans. See plans within Appendix A. Fridge: Lamona LAM6000 Integrated White Larder Fridge Dishwasher: Lamona LAM8605 Integrated Full Size White Dishwasher Sink: Atlantic Kube KUB50 Kitchen Sink Taps: Caple Aspen ASP2/SS Kitchen Tap Units: White 720mm x 600mm x 575mm Ready Assembled Sink Base Base Cabinet Units: White 720mm x 600mm x 575mm Ready Assembled Pre-Fitted Blum 3 Drawer Base Cabinet Unit Doors: Hockley Super Matt Sandstone Kitchen Door Fronts Unit Handles: Brushed Black Slimline Profile Bar Cupboard Handle - 380mm Worktop: Silestone Chamfered Edge Quartz Worktop Upstand: Silestone Chamfered Edge Quartz Upstand			
5.4.1.21 Supply and install new quartz worktop			
5.4.1.22 Strip out and install new 5500mm the splashback above existing work surface and new. The Splashback to be Mosaic orange tails, 450mm high and to include cut-outs for electrical sockets.			
5.4.2 Decorations			
5.4.2.1 Prepare and redecorate all ceilings with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			
5.4.2.2 Prepare and redecorate all walls with 1no. mist coat and 2no. coats of Dulux Vinyl Matt Emulsion Colour: Brilliant White.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.4.2.3 Prepare and redecorate all existing timber wall panelling with 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC.			
5.4.2.4 Prepare all previously painted door sets and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.4.2.5 Prepare all previously painted window frames and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.4.2.6 Prepare all remaining previously painted wood work and apply 1no. mist coat and 2no. coats of Dulux satinwood Colour: TBC. Allow to prime any bare timber.			
5.4.2.7 Prepare all previously painted fire places and apply 1no. Undercoat and Liberon Iron Paste or similar approved.			
5.5 <u>MEP INSTALLATIONS (Contractors Design Portion)</u>			
a) The contractor is responsible for progressing and finalising the MEP designs in accordance with current statutory requirements, British Standards and codes of practice etc.			
b) Following instruction the contractor is to prepare installation drawings and submit to the CA for approval.			
c) As built drawings, installation and commissioning certificates to be provided on completion of the works.			
d) Allow a provisional sum of £5,000 for undertaking repairs the MEP installations.		PS	5,000.00
5.5.1 <u>Small Power and Data</u>			
5.5.1.1 Strip out and remove from site existing skirting trunking throughout including all associated fixtures and fittings, wiring, sockets etc. Retain patch panels for re-use.			
5.5.1.2 Strip out and remove from site existing floor boxes throughout and retain existing wiring for reconnection.			
5.5.1.3 Replace the existing surface mounted RJ45 with new to match and connect to existing small power.			
5.5.1.4 Provisionally allow to match the number of existing small power and data outlets. Final locations to be agreed.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.5.1.5 To install new three compartment perimeter trunking - allowing 2no. double power and 1no. CAT6 Data cabling network points to internal offices per 35sq to the internal offices. Works to include all parts required including CAT6 modules, patch panels, floor/wall box face plates and all sundry items.			
5.5.1.6 Allow for new wiring to small power and CAT 6 data cabling patched into existing patch panels. <u>Provisionally allow 2nr patch panels. Do not carry forward to tender.</u>			
5.5.1.7 To locations where existing removed supply and install new floor boxes and connect to existing small power.			
5.5.1.8 To install the 2no. CAT6 Telecoms & Data cabling network points to main entrance ceiling to allow for CCTV installation. Works to include all parts required including CAT6 modules, patch panels, face plates and all sundry items.			
5.5.1.9 To install the 1no. CAT6 Telecoms & Data cabling network points to each alternate final exit door to allow for CCTV installation. Works to include all parts required including CAT6 modules, patch panels, face plates and all sundry items.			
5.5.1.10 To install the 2no. CAT6 Telecoms & Data cabling network points to each staircase landing ceiling. Works to include all parts required including CAT6 modules, patch panels, face plates and all sundry items.			
5.5.1.11 To install the 2no. CAT6 Telecoms & Data cabling network points to the reception as illustrated on the proposed plans. Works to include all parts required including CAT6 modules, patch panels, face plates and all sundry items.			
5.5.1.12 To install 1 x 32 U floor mount data cab with power and earth bonding to this, located on the ground floor rear Landlords area.			
5.5.1.13 To install 2no. new double electrical sockets to the Comms Room on a separated circuit.			
5.5.1.14 To carry out the necessary alteration to the existing distribution boards including provision of new MCB`s &RCBO as required.			
5.5.1.15 To supply and install new distribution boards to all non confirming existing units to meet current regulations.			
5.5.1.16 To supply and install wall mounted electric heaters to staircase and WCs.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.5.1.17 To supply and install 1no. non-switched fused spur and Dyson hand dryers to each WCs.			
5.5.1.18 To supply and install 1no. non-switched fused spur and Dyson hair dryers to each Shower room.			
5.5.1.19 To supply and install 1no. double electrical socket, 1no. CAT6 data socket to meeting room wall as highlighted on proposed plans.			
5.5.1.20 To supply and install 2no. 4k HDMI cables to meeting room wall running to floor box as highlighted on proposed plans.			
5.5.1.21 To carry out the mandatory NIC EIC electrical testing submission to the Approved Inspector and for inclusion in the O&M manual.			
5.5.2 <u>Lighting</u>			
5.5.2.1 Strip out and remove from site all existing lighting throughout including all associated fixtures and fittings, wiring, switches, conduit etc.			
5.5.2.2 Within the first floor office area to existing locations where removed provisionally allow to supply and install LED Linear Light 1200mm Include for emergency fittings. Install new fixing tracks, wiring, PIR sensors, conduit. Switching arrangement as existing.			
5.5.2.3 Within the second floor office area to existing locations where removed provisionally allow to supply and install LED Linear Light 1200mm Include for emergency fittings. Install new fixing tracks, wiring, PIR sensors, conduit. Switching arrangement as existing.			
5.5.2.4 Within the third floor office area to existing locations where removed provisionally allow to supply and install LED Linear Light 1200mm Include for emergency fittings. Install new fixing tracks, wiring, PIR sensors, conduit. Switching arrangement as existing.			
5.5.2.5 To existing locations within the communal staircase supply and install new LED C4 Lia wall mounted light (250mm (White). Include for emergency fittings. Install new fixing tracks, wiring, PIR sensors, conduit. Switching arrangement as existing.			
5.5.2.6 Throughout the building to existing locations where removed install new LED spot lights.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.5.2.7 Lighting layouts to be designed in accordance with CIBSE guides to achieve the recommended lux levels for each area.			
5.5.2.8 Final layout and choice of fittings and equipment are subject to approval by the employer prior to installation.			
5.5.2.9 Provide and install comprehensive emergency lighting to all areas in accordance with BS 5266 Part 1 2016 and to the Fire Officer's recommendations.			
5.5.3 <u>Air Conditioning system</u>			
5.5.3.1 Test the air conditioning on completion of the works and ensure fully operational.			
5.5.4 <u>Fire Alarm</u>			
5.5.4.1 Test the fire alarm on completion of the works and ensure fully operational.			
5.5.5 <u>Security</u>			
5.5.5.1 To supply and install the 2no. HIK vision 4MP IP dome camera 2.8mm fixed lens to main door and 1no. Internal round ceiling loudspeaker. Allow for sundry items such as 8 channel HIK Network video recorder.			
5.5.5.2 To install the 1no. HIK vision 4MP IP dome camera 2.8mm fixed lens to main door and 1no. Internal round ceiling loudspeaker. Allow for sundry items such as 8 channel HIK Network video recorder.			
5.5.5.3 To install the 1no. HIK vision 4MP IP dome camera 2.8mm fixed lens to any final exit doors (not including main door) and 1no. Internal round ceiling loudspeaker. Allow for sundry items such as 8 channel HIK Network video recorder.			
5.5.5.4 Test the security alarm on completion of the works and ensure fully operational.			
5.5.6 <u>Access Control</u>			
5.5.6.1 Strip out existing access control installation including all associated wiring, conduit etc.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.5.6.2 To supply and install Salto KS hardwired proximity reader with keypad to all final exit doors, inclusive of all required sundry items i.e. monitored maglock, push to exit button, break glass units and any associated works with regards to linking to the fire panel.			
5.5.6.3 To supply and install Salto KS wireless access control handsets to all internal office doors, inclusive of all required sundry items i.e. POE wireless IQ and provision to CAT6 cabling to IQ locations.			
5.5.6.4 To supply and install video BPT handsets to each office as shown on proposed plans.			
5.5.6.5 To supply and install digital BPT intercom panel to main entrance door.			
5.5.7 <u>Statutory Testing</u>			
5.5.7.1 All electrical installations to be installed in accordance with the current IEE Regulations and NICEIC Certification to be provided on completion.			
5.5.7.2 Test data cabling and patch in.			
5.5.7.3 Undertake a 3 hour discharge test on the emergency lighting installation and provide certification. Review the emergency lighting coverage for compliance with current regulations.			
5.5.7.4 Test and inspect the gas installation and provide a gas safe certificate.			
5.5.7.5 Undertake water hygiene and legionella testing and provide certification.			
5.5.8 <u>COMPLETION</u>			
5.5.8.1 On completion undertake a professional clean of all areas within the building affected by the works.			
5.5.8.2 On completion clean down all windows, doors, ironmongery etc.			
5.5.8.3 Supply and install new fire signage. Final locations to be agreed with the CA.			
5.5.8.4 Provide an O&M manual on completion of the works to include all necessary testing and commissioning certificates in relation to the M&E installations.			

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DESCRIPTION	QTY	UNIT	COST (£)
5.5.9 <u>Optional Items</u> <u>Provisionally allow for optional items. Do not carry forward to tender</u>			
5.5.9.1 Remove and replace all ironmongery on all window and doors through. Supply and install new window furniture inclusive of window sash pulls and key operated locks. Supply and install Half moon oval door stops to all doors. Supply and install fire rated ironmongery to all doors (new and existing).			
5.5.9.2 Remove exiting Fire Alarm System. Supply and install new fire alarm system throughout.			
5.5.9.3 Box up window to kitchen area (Floor 3) and install roof light.			
TOTAL COST			