



ARCHITECTURAL CONSULTANTS

**QDS Group**

35 Grafton Way  
London  
W1T 5DB

20/02/2024

Dear Adrian (QDS Group),

Subject: Installation of Air Source Heat Pumps and Air-Conditioning Units

Client: Frog Capital

Site address: 1a Birkenhead Street, London WC1H 8BA.

I would like to provide you with an overview of the comprehensive process that QDS Group plans to undertake.

**1.Detailed Inspection:**

We will commence the project with an on-site inspection of the designated areas, both internally and externally, to identify specific requirements and ensure the correct placement of the units.

**2. Measured Survey:**

Together with the inspection, a detailed measured survey has been carried out to establish the overall area available for installation.

**3. Preparation of Drawings:**

Our team has prepared drawings showing where the units will be positioned and how they will be supported. The information has been submitted to the local authority to obtain planning approval.

**4. Structural Drawings and Specifications:**

Upon planning approval, comprehensive structural drawings and specifications will be provided in alignment with the scope of works.

**5. Building Works and Method Statement:**

The building works will be carried out in strict accordance with the approved scope and method statement.

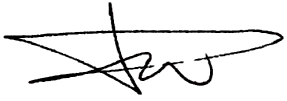
TOWN PLANNING CONSULTANTS   BUILDING ENGINEERS   INTERIOR DESIGNERS   PARTY WALL SURVEYORS

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Upon completion of the project, QDS Group will perform thorough testing and commissioning, providing you with operation and maintenance manuals.

Kind regards,

A handwritten signature in black ink, appearing to read 'Hassan Djaffer', with a stylized flourish at the end.

Hassan Djaffer BA(Hons), MFPWS  
PAD Architectural Consultants

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