



Advent Life Sciences
27 Fitzroy Square
London
W1T 6ES

17th October 2024

Our Ref: E15418

For the attention of Bonita Theara

Dear Madam,

Re: Air Conditioning Works to Supply & Fit 8 x Timber Enclosures with Linear Grilles with Choice of Colours

Further to our recent site survey carried out by Ian Puttee we have the pleasure in submitting our proposal/quotation for supplying 8 x hand made timber enclosures for the proposed new low-level air-conditioning systems complete with top air discharge linear grilles to be finished in a colour to be agreed. These will be manufactured off site and then brought to site for fitting and final decoration.

The boxes are to be four sided with an open back and opening cut into top of boxing to accommodate grill for ventilation

The cheeks of the unit are to be glued and screwed together, Once assembled fine filled and sanded ready for decoration, Egg shell coating to be applied to boxings once ready.

Works to be carried out during normal office hours.

Our price to supply and fit 8 x handmade timber air conditioning enclosures will amount to the sum of:

£5,705.97+ vat

(Five Thousand, Seven Hundred & Five pounds & Ninety-Seven pence)

Inclusions:

- Specialist Carpentry Labour
- Fixing & Decorating Works
- Works as detailed above
- Normal Working Hours

Exclusions:

- Value Added Tax at the prevailing rate.
- Out of normal hours working.
- Design responsibility.
- Any crane/heavy lift works.
- Any items not expressly described within this proposal.
- Planning permission / Landlord's fees if applicable.
- Retentions.

Payment Terms:

To be agreed prior to commencement of the works.

Quotation Terms:

Quotations are valid for 30 days from date at the top of this correspondence.

All quotations are subject to our standard terms and conditions, a copy of which are attached. Should you wish to proceed with our proposal, please complete, sign and return the attached quotation form.

Would you please advise your thoughts on this proposal so that we may arrange necessary materials and labour.

Always assuring you of our closest attention.

Yours faithfully,
Kinlochs and Son Ltd.

Darren Jedrzejewski

Darren Jedrzejewski
Contract/Project Manager