



BANHAM

PROTECT YOUR PROPERTY



10 PASCAL STREET LONDON SW8 4SH • EMAIL: sales@banham.com • TEL: 020 7622 5151 • FAX: 0844 482 2189

Agreement to Supply and Install a IP CCTV System

• FITTING DATE:

Client: **Gla Architecture And Design Ltd.**
Invoice Address: **Southgate Office Village
Block E, First Floor
286A Chase Road, London**

Account No:
Installation
Address:

Postcode: **N14 6HF**

Postcode:

Home Tel:
Work Tel: **020 8886 5100**
Fax: **020 8886 0669**
Mobile:
Email: **g@glaad.co.uk**
Survey Date: **01 June 2015**

Contact Name: **None**
Contact Tel:

Surveyor: **Jason Fournillier**
Surveyor Mobile: **07786 394760**
Survey No: **NB**

| INSTALLATION CHARGES | |
|---|------------------------|
| Client to arrange the first fix of the CCTV cable | |
| CCTV Installation Charge | £7,828.00 + VAT |
| ARC Monitoring Installation Charge | Not Applicable |
| Total | £7,828.00 + VAT |

| ANNUAL ONGOING CHARGES | |
|---|---|
| Annual Maintenance Charge (one visit(s) per annum) | £385.00 + VAT |
| Annual Monitoring Charge | Not Applicable |
| Total Annual Charges | £385.00 + VAT (Payable annually in advance) |

Network Viewing Configuration Charge **£150 per hour** + VAT
(Applies only when systems are viewed off-site)

NSI Certificate
Where systems have a maintenance contract the NSI certificate will be issued free of charge. Please note that a £25 + vat administration charge will be levied if the maintenance contract is declined.

Please Note: If you would like to view the CCTV images via your laptop, tablet, smartphone, etc please tick this box -

TO PLACE AN ORDER: Please call our sales desk on: **020 7622 5151**. Please note that we will require either a signed agreement or an e-mail confirmation of the order along with a deposit of 50% of the total cost, which can be paid by credit / debit card, cheque, BACs, cash or direct debit.

I would like to pay by: Credit Card Debit Card Cheque BACs Cash Direct Debit 12 month Direct Debit payment plan

All prices shown are net and subject to VAT at the standard rate.

Insurance approval for this proposal is the client's responsibility.

TO BE COMPLETED BY CLIENT

Signature:

I / We The Subscriber accept this quotation and the Terms and Conditions set out herein, together with the installation notes for the outright purchase of the system

Name:

Date:

TO BE COMPLETED BY ADMINISTRATION

Signature:

A SP F C L S Ext

Name:

Date:

Should you wish to accept the enclosed estimate, kindly return one copy to us duly signed, plus a deposit equivalent to approximately half the total amount.

REGISTERED COMPANY: Banhams Patent Locks Ltd, 233 Kensington High Street, London W8 6SF REG NO: 457812 ENGLAND VAT REG NO: 238 8988 90

SPECIFICATION

The following proposal is for a Banham CCTV surveillance system designed to meet with EN50132-7 1996, BS EN 60529 and, where applicable, in accordance with BS7958. The system also provides for on-site recording. When professionally monitored this system will meet with NSI NCP 104.

Client Details : Gla Architecture And Design Ltd. , Southgate Office Village, Block E, First Floor, 286A Chase Road, London, N14 6HF

Installation address details :

FRONT EXTERNAL ELEVATION

Camera One (Front Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: front elevation, high level on the right side viewing the windows entrance to offices 6,5,4 & 3 .

This camera is to be wall mounted with a bracket.

Camera Two (Front Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: front elevation, adjacent to office entrance 4 viewing court yard.

This camera is to be wall mounted with a bracket.

Camera Three (Front Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: front elevation, adjacent office entrance 3 viewing entrance & windows to offices 2 & 1 .

This camera is to be wall mounted with a bracket.

Camera Four (Front Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: front elevation, high level on the left side viewing the arch entrance to bicycles.

This camera is to be wall mounted with a bracket.

REAR EXTERNAL ELEVATION

Camera Five (Left Side Rear Bicycle Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: left side rear bicycle elevation, in the bicycle storage area storage area & electrics cupboards.

This camera is to be wall mounted with a bracket.

Camera Six (Rear Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: rear elevation, high level on the left side viewing the rear stairs to side passage.

This camera is to be wall mounted with a bracket.

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Camera Seven (Rear Elevation)

BAN-D-VF-1080 high definition vandal resistant IP (1920 x 1080) external dome colour camera supplied with 2.8 - 12 mm varifocal lens (viewing angle 98 - 30 degrees) and LED lighting with a range of 18 metres. This surface mounted white finish camera is to be fitted: rear elevation, high level on the right side viewing access to office 6 rear side door and patio .

This camera is to be wall mounted with a bracket.

COMMUNAL INTERNAL ELEVATION

Camera Eight (Front Elevation)

BAN-MD-F4-1080 high definition vandal resistant IP (1920 x 1080) external mini dome colour camera supplied with 4 mm fixed lens (viewing angle 79 degrees) and LED lighting with a range of 20 metres. This surface mounted white finish camera is to be fitted: front elevation, ceiling mounted viewing the front door to communal stairs 1.

This camera is to be wall mounted with a bracket.

Camera Nine (Front Elevation)

BAN-MD-F4-1080 high definition vandal resistant IP (1920 x 1080) external mini dome colour camera supplied with 4 mm fixed lens (viewing angle 79 degrees) and LED lighting with a range of 20 metres. This surface mounted white finish camera is to be fitted: front elevation, ceiling mounted viewing the front door to communal stairs 2.

This camera is to be wall mounted with a bracket.

Camera Ten (Front Elevation)

BAN-MD-F4-1080 high definition vandal resistant IP (1920 x 1080) external mini dome colour camera supplied with 4 mm fixed lens (viewing angle 79 degrees) and LED lighting with a range of 20 metres. This surface mounted white finish camera is to be fitted: front elevation, ceiling mounted viewing the front door to communal stairs 3.

This camera is to be wall mounted with a bracket.

Network Video Recording Unit

A BAN-S-NVR-8TB Network Video Recording unit with centralized surveillance interface software for the management of IP cameras, to be installed ELECTRICS CUPBOARD. The NVR, which is supplied with eight CCTV licences, provides live images whilst recording in high definition, offers remote network access and allows events to be played back whilst the unit continues to record. This high speed recording unit, which streams multiple HD images, reproduces extremely clear and detailed images when viewed on a monitor or over a LAN network. Recorded events can be retrieved from the unit via one of the high speed 3.0 USB ports. The unit will record images when motion is detected at a frame rate of 25fps for approximately 30 days before the hard disc is overwritten and will allow the client to share and access the CCTV images remotely from any web browser on a Mac, Windows PC (up to version 7), iPhone, iPad, Android or Blackberry, when connected to a router. Size: 157H x 103.5W x 232D mm

Additional NVR Licensing

One additional video CCTV license to be added to the Network Video Recording unit.

Additional NVR Licensing

One additional video CCTV license to be added to the Network Video Recording unit.

NVR Router

We will replace the router issued with the broadband connection with a high end DrayTek Vigor 2860 router.

Viewing The Images

No monitor is required with the Network Video Recording unit as the client will view the images on their iPad (or suitable tablet), iPhone (or suitable smartphone) laptop, PC or Mac.

PoE Switch

A Netgear FS726TP twenty four port multicast and VLAN compatible switch, with twelve PoE ports is to be fitted adjacent to the network video recording unit.

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Electrical Requirements

Our engineers will provide a surge protected 6 gang extension lead for the NVR, Visual Station, monitor and PoE switch. The client is to provide a double outlet 13-amp socket in the location of the NVR.

Cable & Containment (Client)

Banham will supply all cable to site for the client's electrician to first fix.

FIRST FIX OF CABLES

CAT 5 CABLE TO BE RUN TO ALL REQUIRED POSITIONS BY CLIENTS BUILDERS BACK TO THE RECORDING UNIT. THIS UNIT WILL BE CONNECTED TO A ROUTER SET UP WITH A STATIC BROADBAND IP ADDRESS FOR OFF SITE VIEWING ON ANY VIEWING DEVICE.

Off-Site Viewing

Please note that our installation allows for up to two mobile devices, such as smartphones or tablets, to be set up free of charge, thereby allowing the client to view their CCTV images off-site. Should the client require additional mobile devices or computers (e.g. Windows PC or Mac) to be connected, Banham will charge £150.00 per hour.

To allow off-site access to the CCTV images the client will need to provide the following:

- A permanent Internet connection with a static IP address
- Sufficient upload bandwidth with low jitter and latency
- A fairly recent Apple iPod/iPhone/iPad, Android, Windows PC/Laptop or Apple Mac(Book)
- All mobile devices at the same location as the installation
- Passwords for your devices including the router, Apple Store, Google Play Store and any computers

In addition we suggest replacing any free-issue router (such as a BT HomeHub) as third party updates may remove the required configuration for remotely viewing CCTV images. A quality router will generally improve the speed and reliability of the network and prevent any third party automatic updates from resetting the configuration.

Where the client would rather have their IT company/consultant connect the devices for remote viewing or add any new devices, please note that Banham provide all connection details and necessary viewing software.

Please note that when any networked equipment is supplied or configured by any Group company, no responsibility will be accepted for losses, damages or labour which may result either at the time of installation or at any time during the equipment's operational lifetime. The client is responsible for network security, backups and other forms of system administration. Where equipment is replaced under warranty, during an upgrade or due to other circumstances, the client should ensure the security and integrity of their network, performing any monitoring and/or auditing they deem fit.

General Notes Residential

Please refer to the specification and the data sheets regarding the positioning of devices and, for information on how to achieve the maximum benefits from your system.

Where systems are being taken over or upgraded, the existing CCTV system may be non-operational whilst the new work is being carried out and, that you may need to make alternative security arrangements which suits both you and your insurer.

All cameras are designed to operate in low light levels, however it may be necessary to install additional lighting to enhance visibility.

Unless otherwise stated, the view from the cameras will show a wide angle general picture of the areas (monitoring or detecting), which will not necessarily provide facial recognition/identification.

An output can be provided to allow the client's television engineer to connect the CCTV system to the client's television system.

Where remote access is a requirement, we would recommend that the client contacts an IT consultant to arrange for the Digital Video Recording unit to be configured for viewing over the internet.

For systems that are required to be viewed off-site, it is the client's responsibility to arrange the installation of an Internet connection with a static IP address which should, if possible, be installed in the same location as the Video Recorder. Please note the company cannot be held responsible for any failure, reconfiguration and/or update to the CCTV system, the client's router or the client's devices which have been performed by someone other than our engineer. We are also not responsible for fault, failure or any limitations which may be applied to the client's Internet connection in the future, e.g. latency, bandwidth or blocks.

Where the un-switched mains fused spur is fitted by Banham, the fused spur will be installed by a Competent Person in accordance with the Electricity at Work Regulations 1989 and BS7671 2001. If the client requires a Minor Works Certificate for the installation we can arrange the certification of the fused spur at an additional cost.

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Camera Notes

BAN-D-VF-1080, which has a weather-proof rating of IP66, is a dual streaming 1080p/720p camera with H264 compression, wide dynamic range, video motion detection, varifocal lens, on-screen image pan & zoom function, built-in infra-red LED lighting and an option for a SD card. The camera will provide crystal clear high definition pictures up to a resolution of 25 fps and will revert to a black and white picture when dark, providing a night time image over a maximum range of 18 metres (Lux levels: 0 lux with IR please see attached information sheet). Dome cameras, when wall mounted, are generally fitted at a height of between 3 - 4 metres. Camera dimensions: 140 mm x Depth 100 mm

BAN-MD-F, which has a weather-proof rating of IP66, is a dual streaming 1080p/720p camera with H264 compression, video motion detection, screen image pan & zoom function and built-in infra-red LED lighting. The camera will provide crystal clear high definition pictures up to a resolution of 25 fps and will revert to a black and white picture when dark, providing a night time image over a maximum range of 20 metres (Lux levels: 0 lux with IR please see attached information sheet). Dome cameras, when wall mounted, are generally fitted at a height of between 3 - 4 metres. Camera dimensions: 111 mm x Depth 82 mm

Client to first fix the CCTV cabling

Banham to supply all cable to site for the client to arrange to have the CCTV system first fixed. Please note that, where the client is responsible for first fixing the system it is important that the ends of the cables are marked up for future identification. Where cables are not marked up correctly, it may result in the system having to be rewired at an additional cost to the client. Also, any chasing and making good is to be carried out by the client's builder at the expense of the client.

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Gla Architecture And Design Ltd.
Southgate Office Village
Block E, First Floor
286A Chase Road, London
N14 6HF

Date: as per quote

Dear Sir/Madam,

Following our recent visit, I have pleasure in enclosing our specification and quotation. We are a major installer of security equipment throughout the South East of England with more people choosing our company to provide their security in London than any other company (over 50,000 alarm installations); please find listed below some of the main reasons:-

- Family run company with over 85 years of experience within the burglary prevention business (est. 1926).
- Systems are sold outright, not on a rental basis, with a one year fully comprehensive guarantee.
- An option after the first year to enter into a fully inclusive CCTV maintenance contract.
- Qualified to design & install CCTV systems with a policy of never using sub-contractors.
- Using the highest quality equipment that has been subject to rigorous testing prior to being adopted.
- A comprehensive 24 hour after sales service.
- CCTV systems can also be professionally monitored by our own Alarm Receiving Centre.

Should you wish to proceed with the quotation, please telephone **our sales department** on **020 7622 5151** to arrange an installation date, and sign and return one copy of the estimate(s), together with the completed direct debit form. Alternatively, please ring the office on the above number to pay a deposit by other methods.

In closing, we hope to be of service. Should you have any queries, please do not hesitate to contact me either at the local branch office or on my mobile number 07786 394760.

Yours Faithfully,

Jason Fournillier

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Please fill in the whole form including official use box using a ball point pen and send it to:

Banham Patent Locks Ltd
 10 Pascal Street
 London
 SW8 4SH

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Name and full postal address of your bank or building society

To: The Manager Bank/Building Society

Address

Postcode

Reference

Instruction to your bank or building society to pay by Direct Debit

Service use number

6 9 0 3 5 0

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 This is not part of the instruction to your bank or building society.

Southgate Office Village
 Block E, First Floor
 286A Chase Road, London
 N14 6HF

Very Important Payment by Direct Debit

Enter your Banham Account/Survey Number:

Instruction to your bank or building society
 Please pay Banham Patent Locks Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Banham Patent Locks Ltd and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

Banks and building societies may not accept Direct Debit Instructions for some types of account

DD11

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Banham Patent Locks Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Banham Patent Locks Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Banham Patent Locks Ltd or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society.
 - If you receive a refund you are not entitled to, you must pay it back when Banham Patent Locks Ltd asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.