



**OFFICIAL ORDER ref: WO 9818/SC15**

12<sup>th</sup> May, 2025

Aquarius Blinds

For the Attention of: Mr Reiss Turrell

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**THE QUADRANT – DUKE OF YORK SQUARE**

**To:** Undertake the works to the existing Awning to the Manicomio Restaurant to the above project all as aour enquiry and your quotation dated 12<sup>th</sup> April 2025 for the sum of £4,727.92

All works are to be executed strictly in accordance with the main contract,

*No additional works to be undertaken without our written instruction and works to be executed in accordance with the construction issue documents.*

**Form of Main Contract:** The form of contract will be JCT Intermediate Building Contract with Contractor's Design 2016 Edition (ICD 2016), and amendments.

**Form of Sub-Contract:** Standard form of sub-contract conditions to comply with the main contract. In addition, the sub-contractor shall be equally bound by the terms and conditions of the main contract.

**Liquidated & Ascertained Damages:** £ N/A

**Defects Liability Period:** N/A

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<b>Retention:</b>	N/A
<b>Discount:</b>	0%
<b>Programme:</b>	Programme of works to be agreed but the Awning to be removed ASAP.
<b>Terms:</b>	Monthly valuations, settlement within 30 days of relevant Contract Administrator's Certificate, valuation dates to be issued under separate cover.
<b>Note:</b>	<p>All Works to be carried out in accordance with current Safety Regulations and this Company's Safety Policy, a copy of which is available for inspection at the Head Office.</p> <p>In addition, please note that these works will fall within the bounds of the CDM regulations and as such, your tender and works is deemed to include for full compliance and costs resulting from your compliance with these regulations.</p> <p>Please note that as part of your compliance with these regulations you are required as a minimum to submit to ourselves the following documents:-</p> <ol style="list-style-type: none"><li>1) Before commencement – (a) Method Statements; (b) Risk assessments &amp; (c) COSHH Assessment.</li><li>2) Before Practical Completion – (a) Manufacturer's technical details, operating and maintenance information &amp; (b) As fitted drawings (if applicable).</li></ol>

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**Other Items:**

1) Upon receipt of this order the subcontractor shall provide a schedule of information required, together with the required dates for receipt of the information so that the programme requirements can be met. Any subsequent requests for information shall be made in writing and in good time to suit the progress of the works.

This order is issued subject to the subcontractor providing the following information to Cuffe plc :-

Insurance details.

- Minimum £10 million Public/Products liability cover. This information is required by return, failure to respond may result in the withdrawal of this order.

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CIS UTR details. These are required before any payment can be processed.

2) Our Site Manager is Roger Reynolds – 07782 480046

3) Our Contracts Manager is Neil Younger – 07789 864255

4) Site Delivery Address:

Cuffe plc  
The Quadrant  
Duke of York Square  
London SW3 4LY

Yours faithfully,

*Tony Guy*

Tony Guy  
Contract Surveyor