

Our Ref: 5th Floor, Plaza House

BY EMAIL ONLY

Rachel Allo info@cpinteriors.je

5th September 2023

Dear Sirs,

SUPPLY AND INSTALLATION OF WINDOW BLINDS FOR ARTEMIS TRUSTEES LIMITED AT 5th FLOOR PLAZA COURT, ADMIRAL PARK, ST PETER PORT, GUERNSEY

Following your expression of interest in providing a quotation for the supply and installation of blinds on the above project, please refer to the following information to enable the preparation of your quotation and proposals.

- Appendix "A" – Layout Drawings:
- Appendix "B" Blind Specification & Schedule for Pricing:

Scope of Works to be Priced

1. Fixed priced quotation for supply and installation of window blinds as per attached specifications (Appendix "B").
2. The Cat B fit-out works currently being undertaken by the Developer's appointed contractor is due for hand-over to us, as Tenant, on 7th May 2024, whereupon we anticipate installation of blinds to all external windows will commence. Therefore your fixed priced quotation must reflect this target installation date.
3. In addition to the blind installation we would welcome quotations and proposals, should you wish to, for the following.
 - a. Our preferred solution is for direct fixing to a suspended ceiling grid with ply backers / pattress above the tile see link below.
<https://www.pattressesdirect.co.uk/shop/index.html#!/~/product/id=66190&prid=0&ctid=1&scid=6&tp=pl>
 - b. Alternatively, you may wish to submit proposed options, to suit the proposed blind and suspended ceiling specifications, preferably based on a proprietary solution either recessed or surface mounted.
 - c. Note: The suspended ceiling specification installed by the main contractor is an Armstrong Ultima 600 x 600 x 19mm.
 - d. We attach a typical section detail at ceiling perimeter/curtain walling junction (Appendix "A") and it should be noted that the pelmet cannot be fixed to the curtain walling mullions/transoms.
 - e. It is anticipated that the pelmet works are likely to undertaken during the fit out works as the suspended ceilings are being installed The suspended ceiling works are programmed to commence on 6 March 2024 and you shall base your price on this start date.

Scope of Works to be Priced cont/d

4. The attached schedules (Appendix "B") are indicative and it is expected that the successful sub-contractor will undertake a site visit to survey and measure all blind and pelmet requirements. The cost of any surveys and measurements deemed necessary to be included in your quotation.
5. You shall separate out within their quotation for 1. Supply and installation of blinds 2. Supply and installation of Pelmet Option 1 and any Alternative proposals (if priced) 3. Site visits/ surveys and the like.
6. The return date of quotations shall be 2 weeks from the date of this letter, to be submitted by email to Debbie.Guillou@Artemisci.com and James.Burton@Artemisci.com.

Please confirm by return your intention to submit a quotation and also confirmation of receipt of these documents. Any queries should be sent by email to Debbie.Guillou@Artemisci.com and James.Burton@Artemisci.com.

Yours faithfully



pp

Debbie Guillou
CEO

cc Dave Hatter (Tillyard) DHatter@TillyardCI.com

Appendix "A" – Layout Drawings:

1615-WA-00-05-DR-I-502C Rev D – Proposed GA TVR03.

1615-WA-00-05-DR-I-509C Rev B – Proposed Reflecting Ceiling Plan.

CE19655-201-C3 Details 01 (typical section at ceiling perimeter/curtain walling junction)

Appendix “B” Blind Specification & Schedule for Pricing:

Helioscreen by Eclipse – Panama Chrome 3% (White Pearl) or similar.

Manually operated anti glare fabric roller blinds in cassettes to external windows. PVC coated fabric in 40mm tube, metal chain. Fabric 3% openness factor Weight 400-460g/m2

Assumed product maximum width to be 2400mm so where window width below is more than maximum blind to split into 2 equal panels.

63no. windows and 3no. 1no. door opening will require a blind solution (See schedule below).

All floor to ceiling heights @ 2800mm.

<u>North</u>		<u>South</u>	
2060mm	1no.	2460mm	1no.
1985mm	1no.	2370mm	1no.
1890mm	1no.	2230mm	4no.
1850mm	1no.	2190mm	1no.
1840mm	1no.	2080mm	1no.
1770mm	1no.	2030mm	1no.
1720mm	3no.	1350mm	1no.
		1040mm	1no.
Total	9no	920mm	1no.
		Total	12no.
		1760mm door	1no.
<u>East</u>		<u>West</u>	
2940mm	1no.	2225mm	7no.
2220mm	8no.	2195mm	2no.
2175mm	1no.	2175mm	1no.
2160mm	1no.	2140mm	2no.
2140mm	1no.	2105mm	1no.
2100mm	1no.	2095mm	1no.
2080mm	1no.	1965mm	2no.
1930mm	4no.	1935mm	2no.
1300mm	1no.	1890mm	1no.
		1805mm	1no.
Total	19no.	1525mm	1no.
		1360mm	1no.
		950mm	1no.
		Total	23no.