



Date: October 2017

Project: Office redevelopment requirements

Correspondence Address: 1st Floor, 8 - 10 Christchurch Road, Bournemouth, BH1 3NA

Project Address: 2nd Floor, 8 - 10 Christchurch Road, Bournemouth, BH1 3NA

1.0 Removals and Waste Disposal

Following electrical isolation and removal work. To isolate and remove all existing pipework to the kitchen area on the second floor. To cap at the nearest junction and to remove and dispose of the sink, taps and water heater.

To remove and dispose of approximately 44 linear metres of existing stud partitions walls. To include a bi-folding wall, 2 No single door sets and 1 No double door set. To dispose of all skirting, plasterboard, internal studs, and head channel.

Skips are to be located on the ground floor ramped area adjacent to the building. Material to be separated into plasterboard and general waste before disposal.

To removal and dispose of approximately 100m² of suspended ceilings internally to rooms being removed.

2.0 New Partitions, Ceilings and Joinery

To supply and install approximately 25 linear metres of new stud partition walls to form 2 No separate office areas. The partitions would be constructed through the suspended ceiling and to the structural soffit. The partitions would provide 30 minutes fire protection.

The partitions would be formed using 50mm galvanised steel 'c' studs set at maximum 600mm centres and filled with 50mm Isover 1200 insulation. The studs would be clad with 2 No layers of 12.5mm wallboard to each side. The perimeter of partitions would be sealed with intumescent mastic.

Boards would be taped, jointed and decorated in a mist and 2 No coats of vinyl matt emulsion.

At floor level the partitions would be finished with 100mm bullnose softwood skirting. The skirting would be knotted, primed and decorated in two top coats of white gloss.

The partitions would be formed with 2 No double door openings to suit 1981x838x44mm doors. The openings would be finished with 32mm softwood linings, stops and architraves. The frames would be primed and decorated in white gloss.

Doors would be installed, a total of 4 No, to be 838x1981x44mm FD30 fire doors. Doors would be finished in an oak veneer and would include full height 1500mm x 150mm DDA compliant clear glass vision panels.

To each double door set we would supply and install in satin stainless steel; 4 No kick plates, 2 No overhead door closers, 2 No flush bolts, 2 No push/pull handles, 1 No euro cylinder lock with thumb turn release and 1 No engraved signage plaque with suite number.

On completion of the partitions the suspended ceilings would be made good to each side, with additional perimeter trim where required.

To the previous kitchen and previous lobby area, we would construct new ceilings to match those surrounding them. Approximately 100m².

3.0 Replacement Window Boards

Following the provision of your type 3 asbestos survey and report. To remove and dispose of 40 linear metres of window boards that are bowing around edges.

To replace with new 12mm MDF window boards and to leave ready for decoration by others. To dispose of old boards (providing no asbestos containing materials are identified).

4.0 Kitchen Furniture

To supply and install the following kitchen furniture items, all from the Howdens Clerkenwell Matt White kitchen range.

- 1x 600mm high line base unit for sink 1No 400mm wide wall unit
- 2x Base décor end panel
- 1x 450mm wide high line appliance door
- 1x Lamona slimline 450mm fully integrated dishwasher 1No Lamona Ashworth sink and drainer
- 1x plumbing kit
- 1x Euro mixer tap
- 2x Walnut Block Effect 3m x 616mm x 38mm worktops 1No Walnut Block Effect 1.4m Edging strip

- 1x Chestnut brown jointing compound
- 3x Connecting Bolts
- 2x Continuous plinth (2.75m length)
- 2x Square profile cornice/pelmet
- 2x Square profile powder coated black breakfast bar legs
- 2x 800mm wide wall units
- 2x 1000mm wide standard wall units (to form front edge of breakfast bar) 3No Wall décor end panels
- 2x Tower décor end panels (for breakfast bar base)

5.0 Electrical Installation to Kitchen

To supply and install 1 No double 13 amp power outlets to the kitchen area to serve the dishwasher at low level. To supply and install 2 No LED downlights for wall units and link to main lighting circuit.

6.0 Wall Tiling

To supply and install approximately 3m² of new 220x90mm brick effect white ceramic tiles to the breakfast bar and sink walls to act as a splashback. To adhere with flexible adhesive and to finish with white grout. To clean and polish on completion. To provide a silicone bead to the worktops and sink unit.

7.0 Wall for Kitchen Area

To supply and install a 3.0m stud wall to form the kitchen area. The stud wall would be constructed using 50mm galvanised steel 'c' studs set at 450mm centres and clad with 1 No layer or 12mm ply and 1 No layer of 12.5mm plasterboard to each side. The wall would incorporate a steel windpost to a central lower level area and timber capping and skirting. The wall would be taped, jointed and decorated in a mist and 2 No coats of vinyl matt emulsion. To make good ceilings around wall.

8.0 Kitchen Furniture and Window

To supply and install the following kitchen furniture items, all from the Howdens Clerkenwell Matt White kitchen range. In addition to the kitchen fit-out we are currently undertaking.

- 981mm corner base storage unit
- Upgrade of euro mixer tap to professional Swan neck tap
- Lamona Built under fridge unit with appliance door.

To construct the kitchen wall through the ceiling and to the structural soffit. To supply and install 1 No 1200mm wide x 1000mm high double glazed window unit with powder coated anthracite Ral 7016 aluminium frame. Glass to consist of 2 No layers of 6mm toughened safety glass.

9.0 Additional Glazed and Solid Partitioning

To omit 4 linear metres of stud wall, 85m² of suspended ceiling install and 1 No double door set to the first floor area. To form a 5 linear metre bulkhead to the opening left between ceiling areas and non-ceiling areas. To tape joint and decorate in white emulsion.

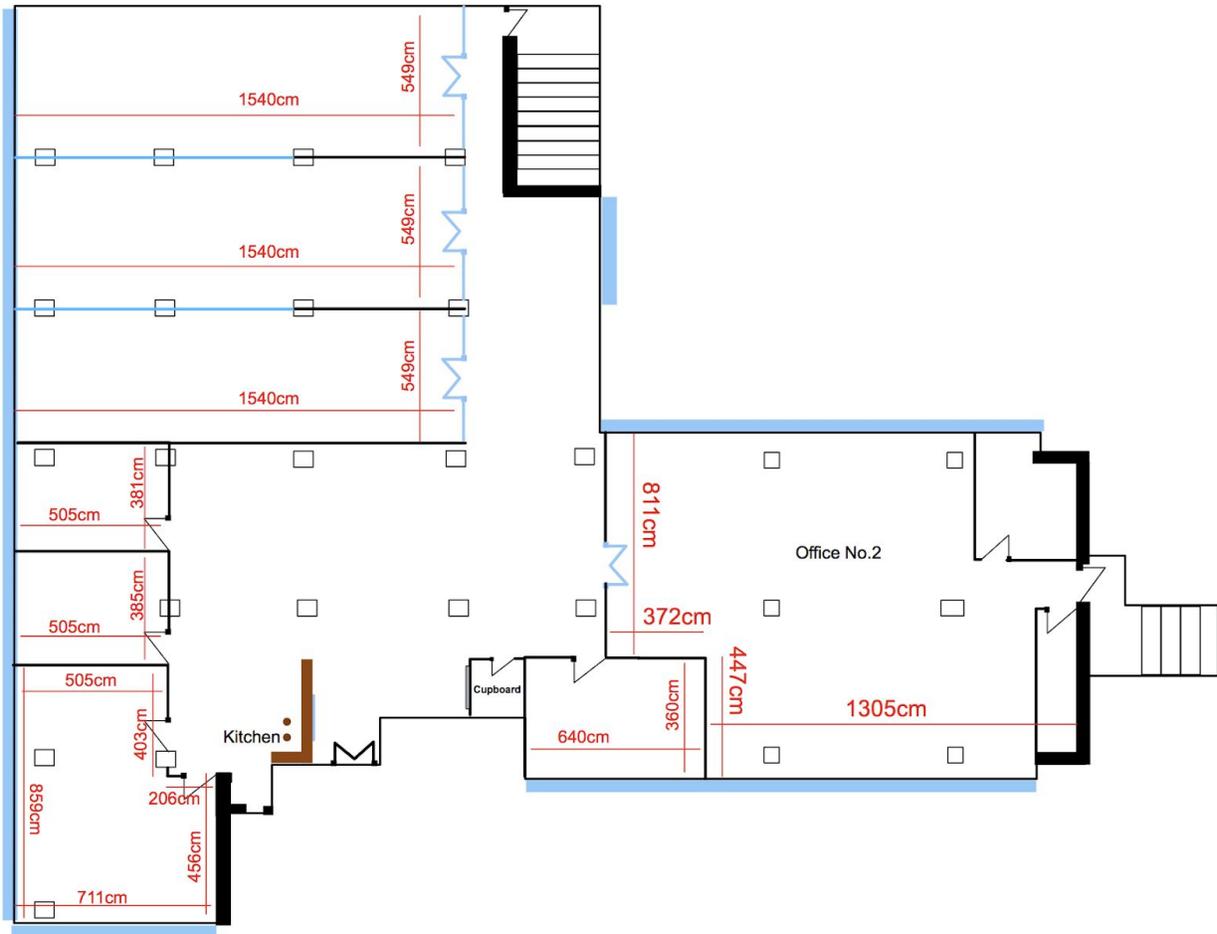
To supply and install an additional 10 linear metres of stud partition wall to form offices 6 and 7 to match other localised areas. To be constructed through the suspended ceiling and to have ceilings made good to each side.

To supply and install 35 linear metres of new System 8000 single glazed partitioning to form offices 6, 7, 8 and the meeting room. To be formed using anthracite Ral 7016 glazing channel to floors, ceilings and wall abutments. To be fitted with 12mm toughened safety glass from floor to ceiling. Glass panels to be maximum width of 1200mm and to have concealed 'c' joints to match the first floor partitions.

To supply and install 4 No sets of double frameless glass doors with pivot hinges and floor sprung closers. To include satin stainless steel push/pull handles and patch locks. All new glass panels and doors to be fitted with frosted manifestations.

Office Designs and Floor Plans





Terms

Our project is based upon the following terms and assumptions:

1. It is assumed all works will be carried out during normal working hours in a clear and prepared area.
2. We have made alternative arrangements for electrical, fire alarm, intruder alarm, flooring and security access unless explicitly requested in the items above.
3. We provide free use and access to health and welfare facilities and first aid during the contract period.
4. We expect you to make allowances for removing and disposing of all redundant materials resulting from our aspect of work into skips provided by you and situated adjacent to the working area.
5. We will provide free use of power on site.
6. Your proposal should take into account all necessary plant for the duration of our works.
7. Your quotation will stay fixed for a period of 30 days.

8: All prices quoted should exclude VAT and should be made clear any additional VAT charges in a separate line item.

Process

- 1: All initial quotations should be submitted by email to adam.king1@virgin.net
- 2: Once initial quotations have been received we will shortlist two companies to visit the premises to measure up and provide a formal quotation for the project.
- 3: CAD drawing of the premises can be made available on request for the shortlisted companies
- 4: Selection will be based on cost, delivery time, and showing a proven track record in delivering similar projects.
- 5: Once the final selection is made we will require one previous client reference.