

**COMMUNUAL AREA 10 WRIGHTS LANE, LONDON. W8.**

## **REFURBISHMENT**

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Specification

## **SCHEDULE OF WORKS**

**European Property Management  
Hurlingham Studios  
Ranelagh Gardens  
London  
SW6 3PA  
020 7731 5359  
May 2013**

## PRELIMINARIES

### Conditions of Tender

#### A Itemized prices

One copy of this specification to be returned, priced item by item, together with the form of tender. Each price quoted shall be the total cost to the Employer for that work.

#### B Visit the site

The Contractor is advised to visit the site and assess the means of access, delivery of materials, storage, parking and any matters which may affect his tender. No claims attributable to any misunderstandings or neglect on his part will be entertained.

#### C Form of Contract

Form of Contract will be the JCT Agreement for Minor Building Works, April, 1995.

#### D Appendix to the Form of Contract

Defects liability period	6 Months
Insurance Cover Under 6(1) 6(2) 6(3) A	£500,000
Liquidated and Ascertained Damages	£100/week
Period of delay	i) 3 months ii) 1 month
Period of Interim Certificates	Weekly
Retention Percentage	0%
Period of Final Measurement	1 months

Percentage Additions

Nil

E Plant and Machinery

Provide all plant , scaffolding, machinery and sufficient men and materials for proper expeditious and complete execution of the works

A Period of Contract

The contractor shall commence the works immediately after notification of possession of the site has been given, shall regularly proceed with them, and shall complete within the period stated in their tender.

B Contingency Sum

Allow a sum of £0 as a contingency sum to be used only as instructed.

C Foreseeable Work

The schedule of work shall not be taken as complete descriptions of labour and materials necessary to complete the work. They indicate the main object of the work and the general standard of labour and materials necessary to complete the work satisfactorily. Items shown on the drawings, but not covered in the specification shall be taken as included in the contract sum.

#### D Sub-Contractors

The contractor is to allow in his price for making good all walls and ceilings etc., as a result of nominated and other sub-contractors work and other items as they occur.

#### E Clearing Away

The contractor shall remove all debris, rubbish and surplus materials as they accumulate, leaving the works clean, free of rubbish, surplus materials, plant or dirt

#### A Insurance

The contractor is to allow for the following:

- (a) For indemnifying the Employer against risk defined in Clause 6.1 of the Conditions of the Contract (injury to persons and property).
- (b) For insuring and causing any sub-contractors to maintain such insurance's, against all risks, of personal injury or death and of injury or damage as defined in

Clause 6.2.

#### B Valuations

The contractor will be required to submit a detailed price

statement of works executed and materials supplied in support of applications for interim payments. he should, at the same time, provide any necessary applications for payment from nominated sub-contractors, and receipted accounts for all provisional sums and PC sums.

### C Certificate Valuations

Where applicable, the priced specification will be used in Interim valuations, and shall form the basis for ascertaining Of the cost valuations to be settled and agreed upon Completion, at the discretion of the supervisor.

### D Overtime

No payment for the additional cost of overtime for Day work items will be allowed unless written instructions for such overtime work are given by the supervisor.

### E Omissions

Where work is omitted from the contract no allowance will be made for loss of profit on the omitted works.

### F Dimensions/Setting Out

No dimensions shall be scaled off the drawings, where plan dimensions are given, these are to be structural face of walls and partitions and allowances for plaster finish etc., is

to be made. Finished floor levels to be the same as dimensions are given the Contractor is to check with the Architect prior to commencing work.

#### A Foreman in Charge

The contractor shall constantly keep on the works a competent foreman in charge and any instructions given to him by the architect/ supervisor shall be deemed to have been issued to the contractor.

#### B Site Meetings

The contractor's representative will be required to attend all site meetings as and when directed by the supervisor.

#### C Time and progress Chart

The contractor is to provide a bar chart prior to the works starting on site, showing his program for construction against which progress may be measured throughout the course of the contract.

#### D Instructions of Statutory Inspectors

All instructions to the contractor shall be issued through the supervisor. The contractor shall not act upon the instructions of any Statutory Inspector or of any other

person without first informing the supervisor and gaining his approval.

RATE TOTAL

#### E ACTS, REGULATIONS ETC

Comply with all regulations made by any authority having Jurisdiction over or in connection with the works. Codes of Practice published by BSI and the major trade organisations. All British standards mention in this specification. Printed Directions issued by the manufacturers of proprietary materials And components used (whether specified or not). Comply with All building regulation requirements.

F  
The contractor must at all times adhere to the health and safety regulations and all prices provided within the tender shall include such provision as to be carried out in accordance with the Health and Safety. The contractor is 100% responsible for all dealings with gas, electric And telecom suppliers.

RATE TOTAL

## DEMOLITION AND STRIPPING OUT

- B Remove all defective plaster throughout. Remove all nails from joists and prepare for ceilings as required  
Strip out all floor coverings, wall tiling and any other surface covering as required. Remove all obsolete plumbing and wiring.  
Remove any redundant furniture and furnishings and any other fixtures and fittings not mentioned above.

## WALLS

### NEW PLASTER WORK

- E Internal stud work walls, 12.5mm plasterboard and Multifinish.  
Ducting, Expamet metal lath, sand and cement  
render, Multifinish finish coat. New interior wall to be fire resistant  
In accordance with building regulations. ..

## CEILINGS

- A New ceilings to be 12.5mm plasterboard and  
Multifinish with 1000 gauge vapour barrier. New dropped ceilings in ground floor lobby  
allow for low voltage halogen down lighting systems
- D Allow for skim plaster coat to all internal as required to provide



RATE TOTAL

smooth surface suitable for all interior decorations.

## FLOORS

### Existing Timber Floors

- D Repair existing flooring where damaged when taken up for electrical works.

## WINDOWS

- D Overhaul and replace decayed woodwork to existing sash windows/french doors. Renew all timber cills as required.

## DOORS

- E Replace all existing doors and frames with new fire doors as Required. Ensure smoke seals are fitted throughout.
- G Fit the following ironmongery to each door all as per sample provided: door handles with opening latch.  
All new light switches dimmers etc to be as above.  
Fit door closing devices in accordance with building regulations..  
All ironmongery to be purchased from Nu line Ltd.
- H Replace locks to all windows with new chrome window latches with security bolts To restrict openings..

RATE TOTAL

## ELECTRICAL INSTALLATION

- E Install complete electrical installation including all builders work in connection. All electrical work to be carried out to current IEE regulations. Please refer to electrical Drawings for no & detail.
- G A full test certificate to be provided by a qualified electrician.

## FIRE SAFETY

- A Install smoke detectors. All smoke detectors to be hard wired with direct link to the mains and fitted in accordance with building regulations

## C TELECOM

Install all conduit for BT wires.

## DECORATIONS

### Internal

- A All new joinery to be prepared for painting, with all screw holes filled as required. All existing joinery to be stripped, rubbed down, filled as necessary and prepared for painting. All joinery to be decorated in primer, one coat undercoat and two coats of white eggshell paint.

	RATE	TOTAL
B All walls and ceilings to be decorated in matt emulsion; three coats. Ceilings to be white. walls to be commonly available Dulux brilliant white emulsion All walls to be as agreed		
D All existing joinery to be rubbed down, filled as necessary. One primer coat one undercoat and two top coats.		

JOINERY

- A Provide and fix new skirting board as required to match existing.
- B Provide all doors with new frames as required.
- C Provide and fix new 3" architrave's as above to all door frames as sample

GLAZING

- A Reglaze all cracked or chipped glass

CLEANING

- A The site is to be thoroughly cleaned including all glazing

TIME PERIOD REQUIRED TO EXECUTE WORKS \_\_\_\_\_

RATE TOTAL

PRICE.....£

All extras agreed during the course of the contract which impede the progress of work shall be notified to the supervisor and an extension of the contract can be agreed immediately.