

Palmac Electrical Services Ltd.

Our Ref: Q21/3838/CR

Your Ref: Electrical Installation Condition Report

Date: 16.12.21

Iver Parish Council
45B High Street
Iver
SL0 9ND

72 Syke Ings
Richings Park
Iver, Bucks
SL0 9EU

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For the attention of Nicole McCaig

Dear Nicole

We thank you for the opportunity to tender for electrical services works at the above, and now have pleasure in submitting our quotation for your approval. This has been compiled in accordance with the Invitation to tender dated 13.12.21 together with your verbal instruction and specification as received from your good self.

Our offer for executing this work in accordance with your verbal instruction, our visit to site and this covering letter **would be the sum of £6,512.00.**

Which is exclusive of provisional and contingency sums and Value Added Tax.

This offer makes no allowances whatsoever for any cash discount either for a main contractor or for any other interested body.

To carry out electrical inspection and test to the area fixed electrical installation at the above property and issue our report and recommendations.

To assist in your appraisal of our offer, we itemise below our surveyed schedule of distribution equipment for which an allowance has been made.

- Iver Heath Pavilion – 7 No circuits
- Iver Heath Rec Tractor Shed – 3 No circuits
- Iver Heath Tennis Club – 8 No circuits
- Iver Rec Workshop – 12 No circuits
- Iver Rec Jubilee Pavilion – 18 No circuits
- 45B High Street – 28 No circuits
- Iver Heath Rec Mini Workshop – 6 No circuits
- Iver Heath Rec Tennis Court Outside DB – 6 No circuits

Please note: If there further circuits/ distribution boards found, there will be an additional cost.

Items Excluded from our Offer

Mechanical fixed wiring
Fire alarm fixed wiring
Intruder alarm fixed wiring
CCTV fixed wiring

Inspection and Test

Standards

The inspection and test will be completed in accordance with the requirements of the following regulations and publications:

18th Edition IEE Wiring Regulations including Guidance Note No. 3 –
Inspection and Testing (as amended)
Electricity at Work Regulations 1989
Health and Safety at Work Act 1974
IE7 Guidance Note 7 Special Locations

Visual Inspection

A visual inspection of the electrical installation, which is not concealed, will be carried out prior to any testing. The inspection will include a check on the condition of all electrical equipment and materials, taking the following factors into account.

- i. Safety
- ii. Wear and Tear
- iii. Damage and Corrosion
- iv. Overloading and Overheating
- v. Suitability and Age
- vi. External Influence

An inspection will be made of all accessible part of the installation which includes switchgear, distribution boards and a sample of 10% of luminaires, luminaire points and socket outlets.

The inspection will also include the examination of flexible cables and cords for damage or defects together with inspection of terminations, mechanical support and protection.

Inspection of the interiors of all the switch fuses, fused switches, bus bar chambers and such other enclosures where it may be reasonably expected that wear, tear and deterioration may arise.

Electrical Test to be undertaken

Earthing arrangements: -

Visual inspection: -

Customer equipment: -

Continuity of Ring Circuit Conductors: -

Continuity of Circuit Protective Conductors: -

Continuity of Equipotential Earth Bonding Conductors: -

Insulation Resistance of The Fixed Wiring Systems: -

Insulation Resistance of items measured separately to the fixed wiring system: -

Polarity and position of Single Pole Devices: -

Earth Loop Impedance For devices relied upon for Earth Fault Protection: -

Operation of R.C.D's: -

Documentation

A written report describing the extent of the inspection and test, by means of an installation schedule will be issued. The report will indicate any restriction which may be imposed during the inspection and testing of the installation.

Test Certificates

An Electrical Installation Condition Report will be provided for the installation as prescribed by the IEE Wiring Regulation, which will include a test sheet for each distribution board, showing the results of all the relevant tests carried out.

This offer assumes that all facilities and information would be made available to enable our work to be carried out continuously during normal working hours.

As such, it is based on cost ruling at the date of tender with due allowances for all "Known Increase", and would otherwise be subject to adjustment for any changes in cost, should we not receive your order within six weeks.

The installation would, unless the specification or design requires otherwise, be carried out to conform to the latest edition of the appropriate installation Regulations, relevant Codes of Practice, British Standards and those set by the National Inspection Council for Electrical Installation Contracting, of which we are members.

Should our offer prove to be successful and we are favoured with your order in due course, our trading terms would be as detailed below.

All invoices shall be paid within 30 days of the date of invoice. Progress payment (if applied for) shall be made in respect of labour charges and materials delivered to site up to the date of the progress invoice.

All materials and equipment supplied to and/or fixed to site shall remain the property of Palmac Electrical Services Limited until full remittance has been received.

The above trading terms cannot be overwritten by the terms and conditions of your order without negotiation with ourselves and our written confirmation of these terms and conditions.

We trust our interpretation of your requirements and our offer meet with your entire satisfaction and that we may be favoured with an order in due course. Meanwhile, should you require any additional information, this will gladly be given upon request.

Yours faithfully

Chanelle Redgrave
Palmac Electrical Services