



PROJECT MANAGERS QUANTITY SURVEYORS CDM ADVISORS PRINCIPAL DESIGNERS HERITAGE ADVISORS

FAO: Darren Knight
K Architects
Design Studios
18 Llwyn Coch
Broadlands
Bridgend
CF31 5BJ

26th May 2021

**RE: FEE PROPOSAL FOR CARRYING OUT QUANTITY SURVEYING SERVICES
PROPOSED BRIDGEND TOWN HALL CONVERSION TO TY'R ARDD, SUNNYSIDE
ROAD, BRIDGEND CF31 4AR**

Dear Mr Knight,

Thank you for the opportunity to provide you with a quotation to carry out quantity surveying services for the above-mentioned scheme and in accordance with the project brief provided.

We attach an overview of our practice and some examples of similar experience which we trust you find useful, if you have any queries on these or require further examples, please do not hesitate to contact us.

Our proposed fee is as follows: **£11,950.00** plus VAT

We have assumed the following:

- Fees exclude VAT but include all reasonable expenses.
- All pre-contract work to be via Teams/virtual meetings, however we have allowed for one site visit to prepare cost estimates. Post contract we have assumed 4 visits/meetings in post contract period.
- We have assumed some overlap of the project elements and therefore an overall project programme of circa 3-4 months.
- Traditional procurement with a bill of quantities or quantified schedule of works approach.
- Invoices will be raised monthly based on work complete.
- Payment terms are 30 days from date of invoice.
- Standard RICS form of appointment.

HEAD OFFICE

The Mount, 2 Trent Valley Road,
Lichfield, Staffordshire WS13 6EG

Telephone: 01543 414777 e-mail: office@greenwoodprojects.com Web: www.greenwoodprojects.com



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We trust you will find all is in order. However, should you have any queries or require further information. Please feel free to contact us.

Kind Regards,

David Crump
Managing Director

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