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**Our Ref: QI1877**

Erick Lopez  
21 St Joseph's Green  
Welwyn Garden City  
Herts  
AL7 4TT

For the attention of Erick Lopez

Ref: Air Conditioning installation to various rooms at above address

7<sup>th</sup> April 2021

Dear Erick,

Further to the pleasure of our recent site meeting at your premises, we now take pleasure in forwarding you our proposal to install your a/c system.

To install 1 x 3.5kw Panasonic ducted Fan Coil Unit serving Master Bedroom on 2<sup>nd</sup> floor. The indoor unit is to be positioned in ceiling void above bedroom and, connected to flexible ductwork, to then deliver air to bedroom via grilles which are to be mounted in ceiling void as shown during site survey.

Client to note the dimensions of the indoor unit and confirm this is suitable to fit through the ceiling hatch, as surveyed, which we have as measuring 520mm x 640mm with the hatch frame removed.

Pipework to route from indoor unit to rear of building and penetrate through wall, at height, and drop to low level where it will connect to the multi-split outdoor unit which shall be mounted on wall brackets at low level. This proposal allows for the supply of an access tower to allow us to safely access the high level works.

To install 1 x 2.0kw Panasonic wall mounted unit serving Office on 1<sup>st</sup> floor. The indoor unit is to be positioned on side wall between door and window. Pipework to route through wall to side elevation where it will route to the rear of the house and connect to the multi-split outdoor unit which shall be mounted on wall brackets at low level.

To install 1 x 2.0kw Panasonic wall mounted unit serving Rear Bedroom on 1<sup>st</sup> floor. The indoor unit is to be positioned on rear wall above bed. Pipework to route through wall to rear elevation where it will drop to low level and connect to the multi-split outdoor unit which shall be mounted on wall brackets at low level.



Company No: 9636085 VAT: 215 2886 08 Refcom: REF1017264

To install 1 x 2.0kw Panasonic wall mounted unit serving Front Bedroom on 1<sup>st</sup> floor. The indoor unit is to be positioned on front wall between wardrobe and window. Pipework to route through wall to front elevation where it will route to the side of the house, then the rear of the house and connect to the multi-split outdoor unit which shall be mounted on wall brackets at low level.

Pipework where external on the rear wall will be housed in black PVC trunking.

Indoor units will be fitted with a gravity condensate pipe or a condensate pump, as appropriate, and this will discharge adjacent to outdoor unit.

The ducted indoor unit will be supplied with a wall mounted remote controller and this will be positioned in a location as yet unknown but assumed to be local to indoor unit. The wall mounted indoor units will be supplied with an infra-red remote controller and this will be given to you upon completion of the installation.

Once pipework is connected, to pressure test system with OFN to 20 bar and then evacuate the system via vac pump down to 2torr and to then charge system with R32 refrigerant.

Observe correct operation and give instruction to client on site as to correct operation. All work will be carried out by appropriately qualified engineers. To leave immediate work area in clean and tidy condition, free from installation debris.

Our costs to carry out the above works will amount to the sum of: [REDACTED]

We trust these proposals meet with your approval and look forward to your further instructions, however if you require any additional information then please contact the undersigned.

Yours faithfully  
for Hertfordshire Air Conditioning Limited

[REDACTED]

**Key Accounts Manager**



## Quotation Reference: QI1877

7<sup>th</sup> April 2021

### Delivery

At the time of quoting, we anticipate being able to commence on site within two to three weeks from receipt of your written instruction to proceed.

### Validity

This quotation is open for acceptance within 30 days of today's date.

### Value Added Tax

The price quoted does not include Tax and to the extent that the goods and services provided by us under the contract are, or may be subject to Value Added Tax, the contract price will be increased by the gross amount of the Tax chargeable thereon.

### Terms

This quotation is based on our standard terms and conditions of sale, a copy of which is available on request, and subject to our standard credit checks prior to undertaking works. No retention is to be withheld without agreement in writing prior to any contract resulting from this quotation.

A deposit of 50% shall be required prior to commencement of the project, with the final amount becoming due upon completion of the commissioning, or prior to the commissioning if the project is delayed for any reason resulting from the action or inaction of the client.

In the event where your account becomes overdue we reserve the right to refer to a collection agency and/or law firm and/or HM Courts & Tribunals, and you will be liable for all costs which would be incurred as if the debt is collected in full, including legal demand costs. Overdue accounts will be subject to interest at the rate of 8% p.a., calculated daily for the period the account is due until the date it is paid.

### Equipment Schedule

<u>Manufacturer</u>	<u>Model</u>	<u>Duty (kW)</u>	<u>Location</u>	<u>Number</u>
Panasonic	CS-Z35UD3EAW	3.5	Master Bedroom	1
Panasonic	CS-TZ20WKEW	2.0	Office and 2 x Bedrooms	3
Panasonic	CU-4Z80TBE	8.0	Outdoor	1

### Electrical requirements

The CU-4Z80TBE requires a 1/20A power supply to the outdoor unit, by others, and terminated in a rotary isolator mounted within 1m of outdoor unit.

Supplies will need to be available for us to commission the equipment - if reattendance to site is required to commission due to lack of power supplies, then this will be chargeable.



## **Guarantee**

The equipment supplied under this quotation is covered by manufacturers' standard warranty of 36 months from the date of delivery subject to proof of routine maintenance in accordance with the manufacturer's instructions (terms and conditions available upon request). This would exclude the condensate pump and loss of refrigerant due to fractured pipe.

On the strict condition we are able to maintain and service this equipment for the duration of the entire warranty period, we would be able to offer a 5year manufacturer's warranty period on the air conditioning equipment only. This would exclude the condensate pump and loss of refrigerant due to fractured pipe.

A 12 month guarantee against faulty workmanship shall also be included in this proposal. Any labour costs incurred in diagnosing warranty faults and in the replacement of parts supplied under warranty shall be chargeable.

## **Maintenance**

In order to maintain the manufacturer's warranty and to ensure the installed equipment is running efficiently, the system should be covered by a scheduled maintenance agreement taken out within three months of installation. We offer a variety of maintenance contracts and we would be pleased to discuss these with you should our proposals be acceptable.

## **Exclusions**

- Structural survey or associated works
- PI Cover or Design Warranty
- Any power supplies to outdoor units
- Any architectural, linear, swirl or non-standard grilles in ceiling
- Any cages, plinths, enclosures or compounds for outdoor units
- Any discounts, retentions, LAD's or similar
- Building works, making good and decoration
- Provision for waiting or standby time due to restricted access to site
- Local authority permissions or Part L regulations
- Any out of hours working
- Or anything not previously or specifically mentioned.

## **Environmental Policy**

Hertfordshire Air Conditioning Limited is committed to protecting the environment and endeavour to comply with all current legislation. The equipment we specify is manufactured to the highest standards from the leading manufacturing companies within this industry.

## **Copyright**

The contents of this quotation are copyright and may not be copied or passed on to any third party for any purpose whatsoever, or used for any purpose other than that for which they are intended, as an offer to trade.

