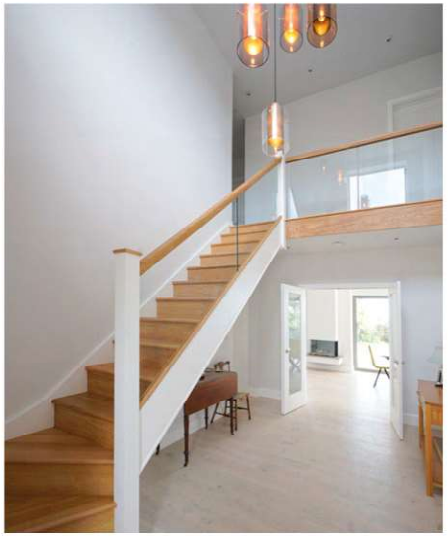
SHEPHERD




A comprehensive calculation of materials, labour and plant required to complete your construction project

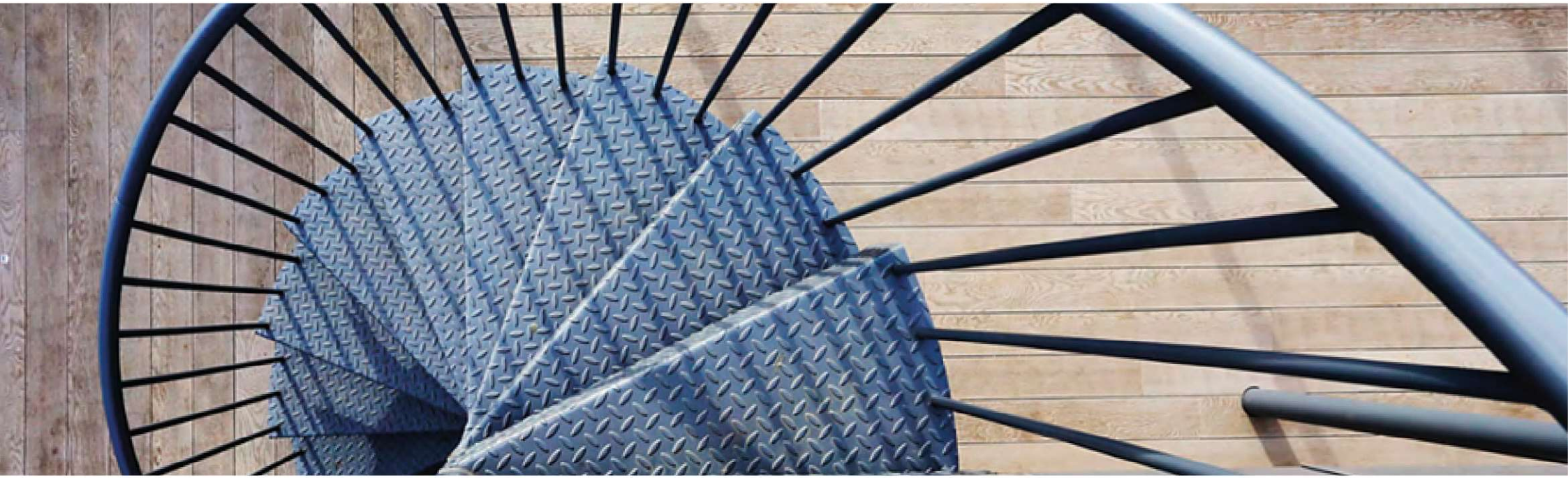
CLIENT: Mr Sample

PROJECT ADDRESS: Sample Road

ISSUE DATE: 00/00/0000


PROJECTS
CONTACT
NEWS
SHEPHERD
herd family have a long legacy in the
on industry and Kieron Shepherd is one of
pherd family members running successful
on companies in the UK.
based in London and the Home Counties
epherd moved down to Cornwall in 2006 and
Shepherd brand.
ickly established Shepherd Landscapes as a
residential and commercial groundworks and
scaping company.
orkmanship, a high level of craftsmanship and
l project management was observed by local
and architects and naturally the Company
ming refurbishment and renovation projects.
al properties including family homes and Grade
dings.


SHEPHERD



CONTENTS

COMPANY PORTFOLIO

A brief history of our company, information regarding our brand and details about our past work.

PROJECT OVERVIEW

All the most important information in one place. Your final price, details on time frame, project notes and payment schedule.

CLIENT SUMMARY

We have broken the project down into key areas of the build. Here are the estimated totals in each area so you can understand the total scope of the works.

THE WORK SCHEDULE

For your convenience, we have included a graph to clearly outline the length of each section of works, until completion of the project.

TERMS & CONDITIONS

Important information as part of your acceptance of our company completing your project.

CLIENT NOTES

There is a lot of detail in this pack and we are sure you may have questions and perhaps amendments you would like to make to our estimate. Please feel free to note down anything you would like to communicate back to us using this section. We will be keen to respond as soon as possible.

SHEPHERD

The Shepherd family have a long legacy in the UK construction industry.

SHEPHERD CONTRACTING LIMITED was formed in 2010 and the company has gone from strength to strength. A strong family feel to the Company has meant that Shepherd attracts only the best contractors and craftsmen which in turn means the whole build process from initial introduction to hand over and completion is delivered to the highest expectation.

SHEPHERD CONTRACTING work to tried and tested systems, our cloud based management system allows us to fully communicate the projects through the in house team sub-contractors and most importantly the client

SHEPHERD clients can relax in the confidence that they are dealing with professionals who operate with honesty and integrity, and will not compromise on quality.

The **SHEPHERD** brand is built on Traditional values and craftsmanship that meets modern innovative construction.

Unit 4, West End Instustrial Estate, Penryn, TR10 8RT | Tel: 01326 617177 | info@sc-ltd.co.uk | www.sc-ltd.co.uk

PROJECT OVERVIEW

Mr Sample
Sample Road
Sample Street
Sample Town
Sample Postcode

00/00/0000

Dear Mr Sample

We are pleased to submit the following estimate as requested for works to be carried out at Sample Road, Sample Street, Sample Town, Sample Postcode.

As you may already be aware, we have many years of experience in the building trade and we also keep up to date with the latest techniques and materials so we are able to provide the best possible job satisfaction for our customers.

We have based the estimate on the plans provided.

Our emphasis is on consistent quality, whether the job is large or small, and if you decide to change your instructions, or have any amendments to these plans, we can swiftly provide you with alternative costings.

We ensure our works are accurately priced; we include detailed reports and a full written estimate so you can see exactly what's been allowed and have clear concise information to further assist with the smooth running of the your building project.

When the job is underway we will aim to keep you informed throughout the build and provide careful project management so you will always be kept up to date on the progress of your project.

We hope this estimate is to your satisfaction and would be happy to discuss the enclosed estimate, we look forward to hearing from you soon.

Yours sincerely,

Mr Builder
Sample Company
Builder@example.com
01234567890

Total Estimated Price: £54,935.17
VAT: £10,987.03
Total Price: £65,922.20

Client's Responsibilities

We will need access to water and electricity, it would be useful if you could inform us where the stop valve is for the water, and if you know where the electric, phone line and any other service lines are located.

CLIENT SUMMARY

Site Setup	
Plant	£360.00
Materials	£0.00
Labour	£15.82
Total	**£375.82**

Walls	
Plant	£193.75
Materials	£3,843.75
Labour	£2,273.35
Total	**£6,310.85**

Scaffolding	
Plant	£4,730.00
Materials	£0.00
Labour	£2,244.00
Total	**£6,974.00**

Windows & Door Frames	
Plant	£119.00
Materials	£3,542.18
Labour	£707.85
Total	**£4,369.03**

Lintels	
Plant	£600.00
Materials	£2,925.52
Labour	£1,268.30
Total	**£4,793.82**

Above Ground Floors	
Plant	£0.00
Materials	£1,271.15
Labour	£779.84
Total	**£2,051.00**

Roof Structure	
Plant	£0.00
Materials	£2,483.77
Labour	£1,247.78
Total	**£3,731.55**

Roof Tiling	
Plant	£341.42
Materials	£2,252.97
Labour	£1,152.17
Total	**£3,746.56**

Flat Roof	
Plant	£0.00
Materials	£1,560.91
Labour	£965.38
Total	**£2,526.29**

Flat Roof Covering	
Plant	£0.00
Materials	£1,518.00
Labour	£996.19
Total	**£2,514.19**

Guttering	
Plant	£0.00
Materials	£80.30
Labour	£84.70
Total	**£165.00**

1st Fix Carpentry	
Plant	£19.50
Materials	£3,021.68
Labour	£2,480.88
Total	**£5,522.06**

Plumbing 1st Fix	
Plant	£0.00
Materials	£792.00
Labour	£264.00
Total	**£1,056.00**

Electrics 1st Fix	
Plant	£0.00
Materials	£369.11
Labour	£457.88
Total	**£826.99**

Alterations	
Plant	£244.00
Materials	£0.00
Labour	£715.09
Total	**£959.09**

Plastering	
Plant	£0.00
Materials	£348.89
Labour	£1,429.20
Total	**£1,778.09**

CLIENT SUMMARY

Plumbing 2nd Fix	
Plant	£0.00
Materials	£951.63
Labour	£382.80
Total	**£1,334.43**

Electrics 2nd Fix	
Plant	£0.00
Materials	£620.54
Labour	£722.70
Total	**£1,343.24**

2nd Fix Carpentry	
Plant	£0.00
Materials	£2,258.87
Labour	£1,141.99
Total	**£3,400.87**

Finishes	
Plant	£0.00
Materials	£88.51
Labour	£217.80
Total	**£306.31**

Other P.C. Sums	
Plant	£0.00
Materials	£850.00
Labour	£0.00
Total	**£850.00**

Totals	
Totals (ex. VAT)	**£54,935.17**
VAT	£10,987.03
Totals (incl. VAT)	**£65,922.20**

WORK SCHEDULE

Completion of Oversite

Due Week: 1

Days	Works	Start	Finish

Estimated: £2,900.00 **VAT: £580.00** **Total: £3,480.00**

Completion of Joists

Due Week: 1

Days	Works	Start	Finish
2	Walls	Week 1	Week 1
2	Scaffolding	Week 1	Week 1
1	Windows & Door Frames	Week 1	Week 1
2	Lintels	Week 1	Week 1
1	Walls	Week 1	Week 1
2	Above Ground Floors	Week 1	Week 1

Estimated: £16,200.00 **VAT: £3,240.00** **Total: £19,440.00**

Completion of Wall Plate

Due Week: 1

Days	Works	Start	Finish
1	Walls	Week 1	Week 1
1	Scaffolding	Week 1	Week 1
1	Windows & Door Frames	Week 1	Week 1
1	Lintels	Week 1	Week 1
2	Scaffolding	Week 1	Week 1
1	Walls	Week 1	Week 1

Estimated: £6,700.00 **VAT: £1,340.00** **Total: £8,040.00**

Completion of Roof

Due Week: 1

Days	Works	Start	Finish
3	Roof Structure	Week 1	Week 1
1	Walls	Week 1	Week 1
1	Scaffolding	Week 1	Week 1
1	Walls	Week 1	Week 1
2	Roof Tiling	Week 1	Week 1
2	Flat Roof	Week 1	Week 1
3	Flat Roof Covering	Week 1	Week 1
1	Guttering	Week 1	Week 1

Estimated: £13,500.00 **VAT: £2,700.00** **Total: £16,200.00**

Completion of Plastering

Due Week: 1

Days	Works	Start	Finish
2	Alterations	Week 1	Week 1
1	Plumbing 1st Fix	Week 1	Week 1
2	Electrics 1st Fix	Week 1	Week 1
6	1st Fix Carpentry	Week 1	Week 1
3	Plastering	Week 1	Week 1

Estimated: £9,600.00 **VAT: £1,920.00** **Total: £11,520.00**

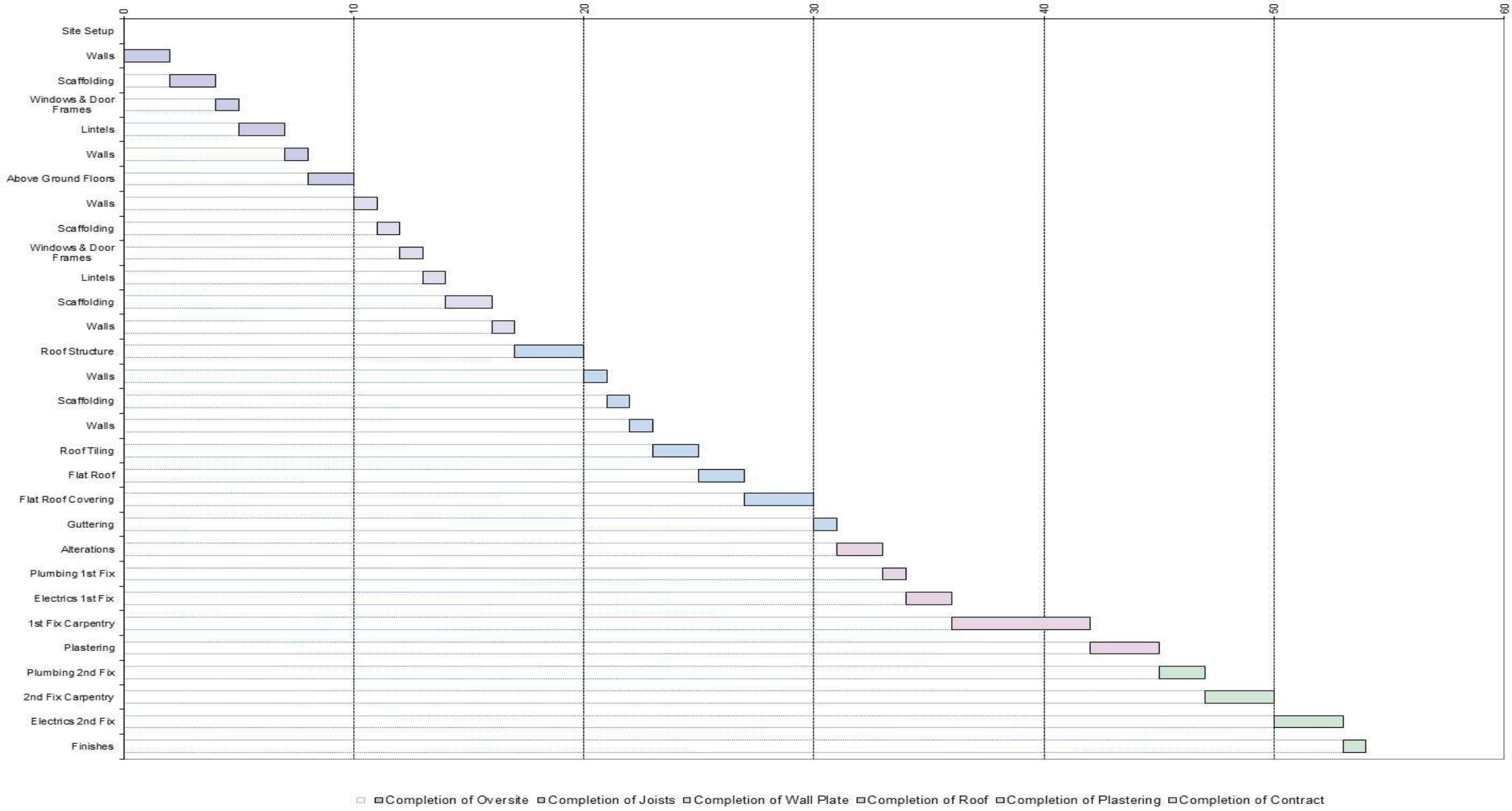
Completion of Contract

Due Week: 1

Days	Works	Start	Finish
2	Plumbing 2nd Fix	Week 1	Week 1
3	2nd Fix Carpentry	Week 1	Week 1
3	Electrics 2nd Fix	Week 1	Week 1
1	Finishes	Week 1	Week 1

Estimated: £6,035.17 **VAT: £1,207.03** **Total: £7,242.20**

Work Schedule



BUILDING TERMS (FOR CLIENT)

1. ARCHITRAVES: Moulding fitted to the surrounds of internal doors.

2. B.S: Abbreviation for "British Standard".

3. BARGE BOARDS: Boards that are fitted onto gable ends.

4. BLINDING: Layer of normally soft sand, laid down to prevent stones puncturing Polythene, although this term can also be used to lay sand or cement over hard-core.

5. BLOCK & BEAM: Concrete suspended floor, made up of pre-stressed concrete beams and concrete blocks laid between.

6. BOXING: Casing normally fitted around pipes/waste pipes.

7. BUILDING CONTROL: Council authority that inspect the works, and can insist on additional works being carried out if they see fit, their job is to make sure all building works are carried out to the latest regulation.

8. CEILING TIES: Timbers normally fitted in roof, timber fitted from rafters to form the ceiling and tie the roof together.

9. CLAY BOARD: Expansion board fitted to sides of foundations, to prevent the pushing of foundations from swelling of clay, normally used where deep foundations are required in clay soils.

10. CONTINGENCY FIGURE: Normally used on works that a price cannot be worked out on at the time of pricing the works, this is often used when there is a chance additional works maybe needed but cannot be determined until works have been started.

11. COVING: Normally a plaster moulding, fitted to perimeters of room where wall abut ceilings.

12. DPC: Abbreviation for "Damp Proof Course" that is fitted in walls to stop rising damp.

13. DPM: Abbreviation for "Damp Proof Membrane". This is used to stop damp, mostly used under a concrete floor to stop rising damp.

14. EAVES: The overhang of gables.

15. FASCIAS: Board fitted to the end of rafters that the bottom tile sits on and the guttering is fixed to.

16. FLOOR SLAB: Ground floor concrete.

17. FOUL DRAINAGE: Sewage and waste water drainage from baths and sinks etc.

18. FURFIX PROFILES: This is a profile for fixing new walls to existing walls.

19. GLUE LAM BEAM: This is a large timber beam normally fitted to carry loads, the beam is constructed from many smaller pieces of wood glued together. The reason for this is there is less chance the timber will twist or warp as the grain is not all going the same way.

20. HARDCORE: Waste masonry, normally broken bricks or concrete.

21. INSULATION BOARD: More expensive than other insulations, but is necessary to use in some cases where the "U" value cannot be achieved with standard insulations.

22. MU: Term used for the gauge of polythene, often used for the DPM which needs to be of a high quality and certain thickness.

BUILDING TERMS CONTINUED (FOR CLIENT)

23. OUTER LEAF: Most external walls are cavity walls (two walls with void between). The outer leaf is the external one of the two walls – often the brick part of the wall.

24. OVERSITE: The ground floor structure.

25. PAD STONES: Pad made to site steel beams or large timber beams, these are built to prevent the weight of the beam and its load crushing the walls. The pad stone is normally constructed out of engineering bricks or concrete.

26. PC. SUM: Provisional Cost, normally used as a sum that has been allowed for works that cannot be priced at that time of estimate, normally this is because there is not enough information to gain a price and is often used on items such as sanitary-ware, kitchens, doors, where the client has not had time to sort out the exact items required.

27. PURLIN: Timber or steel fitted in gables and run along centre span of roof rafter, to support the centre span of rafter.

28. RAFTERS: Timbers fixed in roof to form the sloping area of roof.

29. RAISED TIE: Roof where you have the ceiling raised into the roof.

30. RCD: This stands for Registered Construction Detail.

31. RECLAIMED: Normally used with bricks, tiles and timbers that have been reclaimed from old buildings for reuse.

32. REGRADE BRICKS: Bricks that are not good enough for facing bricks and sold at a cheaper price. They normally are used where they will not be seen, such as in foundations.

33. RENDER: A sand and cement plaster.

34. RESTRAINT STRAPS: Normally used with gable restraint straps or wall plate restraint straps. Gable Restraint Straps are used to restrain the gable walls by fixing them into roof and the wall plate restraint strap is for holding down the roof to the walls.

35. ROOF VENTS: These are a form of vent to ventilate the roof, and can be fitted in the soffit, on top of fascias, in the ridge, in a roof tile and in the gables.

36. SAP: This stands for Standard Assessment Procedure. SAP is a Government approved system for assessing the energy efficiency and environmental impact of a new-build dwelling.

37. SKIM COAT PLASTER: Thin layers of plaster to finish walls.

38. SKIRTING: Moulding fitted to perimeters of rooms at base of walls.

39. SOFFIT: The overhang of a roof that is at the base of the roof (not the over-hang of gables).

40. STORM WATER: Rain water, normally used in the context of surface water that runs off the roof, driveway etc.

41. STRIP FOUNDATION: This is where the foundation is excavated and a strip of concrete is laid normally only about 450 mm deep and then is bricked up to ground level. This form of foundations is old-fashioned and very rarely done, although Architects still sometimes draw these on plans. Nowadays the foundations are normally concrete up to about 150mm below ground level.

42. SUB-SOIL: Soil beneath top soils.

43. TOOTHING OUT: Normally done where new walls run flush with an existing wall and it is required to cut out some of the old bricks so the new bricks can be bonded into the existing. This is done so you do not end up with a straight joint to the area where new walls abut old, (can also be called "stitching").

44. TRUSSES: Roof trusses are a pre-made section of roof.

45. U-VALUE: This is terminology for measuring heat loss. New buildings must obtain certain U-Value to comply with the latest building regulations. This is mainly used with reference to heat loss through windows, walls, floors and roof.

46. U-BEAM ("UNIVERSAL BEAM"): Steel beam normally used as a lintel to carry a load over an opening.

47. V313 FLOORING: Code for moisture-resistant chipboard flooring, useful for fitting to bathrooms, toilets, kitchens etc. The moisture-resistant flooring must be fitted as many problems have been found from the moisture in these rooms caused by cleaning and sometimes leakage from items in these rooms.

48. VAPOUR BARRIER: Barrier to stop the vapour in the air passing through, commonly used on dry linings walls to prevent the moisture in the warm air passing through insulation and causing condensation on a cold surface. This also is often used on ceilings and timber floors.

49. VEGETATION SOILS: Top soils. Top soils are soils still decaying and therefore should not be built on as the soils will decay in time causing subsidence.

50. WALL PLATE: Timber fitted to tops of walls, for roof to be fixed to.

51. WARM ROOF: This is a method of fitting an insulation board to the top side of roof construction (under felt). This is often used where cross ventilation to a roof cannot be obtained and by fitting the insulation this way, it prevents the condensation from forming in roof space, hence the cross air flow is not required.

52. WEATHER RAIL: Moulding fitted to bottom of external door that opens inwards. This is to shed water away and stop it driving under front door.

MAIN CONTRACTOR ESTIMATE TERMS

ONE

We as the main Contractor will provide all services and materials to you the Client as set out in our Quotation.

TWO

This Estimate is based on the drawings supplied by others for your project. The drawings state "do not scale". However, we have to do this for estimation purposes, which may result in the need for material quantity amendments during construction.

THREE

We have used the information supplied by others in relation to this project to achieve as accurate an estimate as possible, which may be subject to variations due to building and ground conditions and any other un-foreseen circumstances arising before commencement of and during the progression of these works.

FOUR

We shall perform all duties, services and obligations with reasonable care and skill and to a reasonable standard that comply with all relevant codes of practice and statutory requirements.

FIVE

We shall be responsible for managing and arranging the safe and lawful disposal of any waste materials which are generated or removed from the property whilst carrying out these works.

SIX

We have allowed 'Provisional sums' (pc sums) for a number of aspects within this estimate, this means an allowance has been calculated for the supply of labour and/or materials to be provided by a sub-contractor or supplier that will be nominated by you, the client. The allowance is exclusive of any profit mark up or attendance (such as material handling, scaffolding and rubbish clearance etc.) by the main contractor.

SEVEN

Payments are based on the estimate / invoices of the supplied items by the contractor plus addition of reasonable / agreed percentages for overhead costs and profits. If the contractors actual cost is higher than the stated amount then the contract sum will be increased to meet any shortfall and if the cost to the contractor is lower, then the contract sum will be reduced by the balance.

EIGHT

Works will be carried out within the time scale stated unless the work programme changes due to unforeseen circumstance and weather condition.


NOTES
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