



This document contains important information and context regarding your quotation

General

- × Your quotation has been prepared on the basis of the information and drawings supplied with your enquiry.
- × If it transpires that specialist or additional features are required they will be charged for in accordance with table 1.1.

Table 1.1 – Additional Features / Items	Extra Over Cost
Mild Steel Trimmers – Max Length 1000mm	£215 - £280 each
Rebates / Shelf Ends – By Floorspan Design	£4 - £9
Cantilevered Ends	TBA

- × Upon receipt of a formal, written order, preparation of full design drawings will take 5 - 7 days. Prior to commencement of the design all relevant information must be in our possession to include **architectural and structural plans** preferably in .dwg format.
- × Our quotation figures includes for one set of revisions / amendments.
- × Subsequent minor changes that do not alter the length, quantity of the elements or details of any features can be incorporated.
- × Significant changes / amendments are chargeable in line with the rates offered in Table 2.1.

Table 2.1 – Design time charges	Hourly Rate
Structural Engineer	£50
Design Team Leader / Principle Designer	£40
Senior Designer	£35
Designer / Estimator	£25

After approval of the layout plan your job is passed to production. From this point it is not possible to amend the design without incurring additional charges and potential delays to delivery.





Payment Terms

- × For existing account holders our standard payment terms are 30 days from date of invoice.
- × We are unable to offer new credit facilities for order values less than £10,000. All orders received under £10,000 will be on a pro-forma basis with full payment due 5 working days prior to delivery.
- × Customers without a trading account must pay on a 'pro forma' basis and cleared funds must be received prior to manufacture.
- × Established trading frameworks and regional / national agreements will be honoured - Merchants.
- × Floorspan Contracts do not subscribe to retention and will not accept retention from any payments. We are able to offer a letter of indemnity.

Lead Time

- × Upon receipt of a formal, written order, preparation of full design drawings will take 5 - 7 days. Prior to commencement of the design all relevant information must be in our possession to include **architectural and structural plans** preferably in .dwg format.
- × From full written approval of the proposed layouts our current lead time for manufacture and installation is 2-4 weeks subject to seasonal fluctuations. Depending on the size and location of your project it is likely we can improve in this lead time. Do please liaise with the estimating team.

Delivery

- × Unless specified elsewhere on this quotation the delivery of all beams will be made using a crane off-load vehicle.
- × Unless specified on this quotation your beam delivery will be made on one of our bespoke delivery vehicles. **Either:** Rigid lorry, urban articulated vehicle with a 30ft trailer or a 'wagon and drag' vehicle.
- × **Requests for a specific vehicle type can normally be accommodated but should be made well in advance and may incur a surcharge. It may also be necessary for us to propose an alternative delivery date to comply with your request.**
- × Deliveries requiring the trailer to be detached from the 'wagon and drag' vehicle can be made but should be agreed in advance and may incur a surcharge.
- × Unless specified in the quotation, all infill block deliveries are made on an articulated vehicle.
- × To enable us to price infill blocks competitively we have allowed to deliver full loads on articulated vehicles the day before your beams are delivered. Any surplus blocks will be collected when the beams are offloaded.
- × Blocks will be delivered without pallets. Non-refundable pallets can be provided if required at a cost of £14.00 each.





- × Customers are allowed 45 minutes for unloading of beams and blocks delivered on rigid vehicles. For articulated vehicles 1.5 hours is allowed. If we are detained on site for longer than this period placing beams on support walls or for reasons beyond our control a charge of £30.00 per half hour or part thereof will be applied to the customer.
- × **2 days notice, not including weekends or Bank Holidays, is required for any cancellations or postponements. Failure to comply with this may result in the full cost of the delivery being levied.**
- × Floorspan Contracts will endeavour to load the delivery vehicle(s) in sequential order but we must take in to account safe stacking procedures, irregular sized units and load sizes.
- × A Banksman must be supplied who will take full responsibility whilst Floorspan access and egress your site we will not be liable for damage to driveways, kerbs, verges, fences or walls and the like whilst attempting to access your site. The driver's discretion prevails at all times.
- × Polystyrene infill panels will be palletised and delivered in advance on curtain sided articulated vehicles. It is the responsibility of the customer to unload the vehicle and store the materials safely and securely in a position that is suitable for all parties. If the panels are to be installed by Floorspan Contracts it is the responsibility of the customer to transfer the panels from the storage area to each individual plot.
- × For Projects using insulated panels the customer is responsible for disposing of any waste or leftover panels.

Installation

- × We have allowed for a **single** visit to site by our surveyor to check beam lengths, means of access for vehicles and plant and all other criteria relevant to the installation process. As we are unable to determine below ground conditions the site visit does not remove this responsibility from you the customer. Floorspan Contracts cannot accept any responsibility for site conditions after periods of inclement weather.
- × Additional site visits are possible but will incur a charge.
- × If installation has been assumed to be undertaken by our lorry (as shown on our quotation) a requirement for full vehicular access for direct off-loading of the beams from the delivery vehicle on to the foundation will be required. No provision has been made for a crane. If site conditions necessitate a crane an additional cost will be levied to the customer.
- × If Installation has been assumed to be undertaken by a crane (as shown on our quotation) we have not assumed direct off-loading from the delivery vehicle which may prove to be impractical.
- × Unless otherwise stated for the installation of beam and block floors by mobile crane we allow for a 35t mobile crane with a maximum working radius of 20m.
- × If site constraints are such that a larger crane, or a smaller, specialist city crane is necessary, Floorspan Contracts Ltd reserves the right to levy any additional costs to the customer. Upon receipt of a crane location plan in .dwg format a more detailed proposal can be offered.





- × **2 days' notice, not including weekends or Bank Holidays is required for any cancellations or postponements. Failure to comply with this will result in the full cost of the installation being levied.**
- × It is the customer's responsibility to ensure that full and proper access and hardstanding is available to the works for labour and plant. If for any reason beyond our control access to the footing or building is not possible, the customer will be liable for all losses incurred. This specifically includes but is not limited to: crane hire, haulage and labour charges for the day, and may amount to the full cost of the installation detailed above including the profit element.
- × Circumstances preventing full and proper access may include soft or uneven ground, obstructions in the form of materials, the presence of overhead cables and elements of the structure itself such as steel frame structures.
- × **Working Platform** - For upper floor beam and block solutions and beam and block floor installations over basements the customer must provide an internal, raised working platform / deck positioned no lower than 750mm below top of floor level. The platform must be comprehensive, complete and fit for purpose. We propose a solution equivalent to those offered by 'MACDECK' and 'AIRTEK Safety'.

The following are excluded: -

- × Sand, cement and running water for bedding of the edge blocks and grouting on completion.
- × Concreting around the steel posts / columns and other insitu works and infill, namely groupings of multiple beams - 'double' or 'treble' beam combinations.
- × The installation of air bricks and vents. This is deemed to be the bricklayers' responsibility, but their supply to site, is itemised in the quotation figure.
- × The provision of a hand rail and or scaffolding for upper floors and around stairwells.

Please note: Scaffolding and decking should be installed by a qualified and experienced supplier and must comply with current Health and Safety regulations regarding working at height and codes of practice. For practical purposes relating to the installation, the scaffolding / decking height should be set no more than 750mm below the floor bearing height.

Site Handling and Storage

- × Care must be taken when stacking and storing the concrete products to prevent damage. They should be lifted as near to the ends as possible and always remain the correct way up at all times. Concrete products must be stored on timber bearers placed as close to the end of the product as possible with the bearer stacked vertically or inside the layer below on suitable level ground.