



MITRE HOUSE MANAGEMENT LIMITED

(REPRESENTING THE NINE LEASEHOLD OWNERS OF MITRE HOUSE)

124 KINGS ROAD • CHELSEA • LONDON SW3 4TP

NOT YET IN OPERATION - EMAIL: ENQUIRY@MITREHOUSE.ORG • WWW.MITREHOUSE.ORG - NOT YET IN OPERATION

TEMPORARY CONTACT PHONE 0798 33 33 543

To all Leaseholders **Mitre House**
124 Kings Road
Chelsea, London, SW3 4TP

Our Ref: Internal & External Redecorations/Section 20_2

Date: **25th March 2014**

Dear Lessee,

Mitre House Management Limited

STATEMENT OF TENDER IN RELATION TO PROPOSED WORKS OF INTERNAL & EXTERNAL REDECORATIONS

This notice is given pursuant to the notice of intention to carry out works issued on 13th December 2013. The consultation period in respect of the notice of intention ended on 25th January 2014.

We have now obtained estimates in respect of the full external & internal redecoration works. We have selected the following estimates from which to make the final choice of contractor.

The amount specified in the selected tenders as the estimated cost of the proposed works is as follows:

All prices incl. VAT & Fees Max Budget (Reserves) available	Externals (<i>approx.</i>) (£70,000)	Internals (<i>approx.</i>) (£25,000)	TOTALS
Venture Construction Southern Ltd	£81,498.80	£35,374.40	£116,873.20
Collins (Contractors) Ltd	£87,568.67	£29,623.86	£117,192.53
A&R Lawrence & Sons Ltd	£78,468.80	£28,072.40	£106,541.20
B&M Coatings Ltd	£99,294.80	£41,560.40	£140,855.20
Bastows Ltd	£120,759.57	£33,660.42	£154,419.99
Wade Design Ptnrs	(not quoted for)	£60,000*	
Mitre House Management Ltd	(not quoted for)	£25,000**	

Please note: All quotes are considered approx. until actual works are commenced.

* This internal (only) quote does include some far more extensive works than all others.

** This internal (only) quote does not include some items of others, but is still adequately extensive.

All estimates obtained may be inspected at Mitre House Management Limited, Monday to Friday 10.30am - 4.30pm at Mitre House, 124 Kings Road, London SW3 4TP or online @ **www.mitrehouse.org**

We did receive within the consultation period written observations in relation to the notice of proposals given on 13th December 2013. (See **Note 3** below followed by a Summary of Observations).

Your request that we gain further tenders from your suggested contractor (within 14 days please) or further comment on the above quotes can be made within 30 days but no later than 30th April 2014.

Yours sincerely

Mitre House Management Limited



MAINTAINING MITRE HOUSE

DIRECTORS • PAUL BROWN-CONSTABLE • SEGAR KARUPIAH • DIMA INTERNATIONAL LIMITED • MICHELE SIGG HILLGARTH
REG. OFFICE • PETERDEN HOUSE • 1A LEIGHTON ROAD • LONDON W13 9EL • REGISTERED NO. 7731341 • ENGLAND

Notes For Statement Of Estimates In Relation To Proposed Works

1. The landlord is required to select at least two estimates in respect of the matters described in a notice of intention. At least one of the estimates must be from a person wholly unconnected with the landlord. Where an estimate has been obtained from a person nominated by leaseholders, that estimate must be among those set out in the statement of estimates.
2. Where a notice specifies a place and hours for inspection:
 - a) The place and hours so specified must be reasonable; and
 - b) Copies of the estimates must be available for inspection, free of charge, at that place and during those hours. If facilities to enable copies to be taken are not made available at the times at which the estimates may be inspected, the landlord shall provide to any leaseholder, on request and free of charge, a copy of the estimates.
3. Where a landlord has received written observations within a consultation period in relation to a notice of intention of proposed works, he is required to summarise the observations and respond to them in a notice of his reasons for making the agreement, or specify the place and hours at which that summary and response may be inspected.

Management's proposal as outlined to all Lessees was

"Do you wish to appropriate a higher budget than that available in Reserves to the Internals which will entail a contribution from all nine lessees of an additional £5000 - £7000 contribution to Reserves when the second quarter's demands are issued on 25th March 2014?"

Brief Summary Of Observations received

re: initial Section 20 Notice_ Intention Of Works dated 13th December 2013

Flats 1, 3, 5 and 9 (Yes...larger budget and pay additional funds)

disagree with everything as proposed, specifically wishing to adopt what Management considers an unaffordable budget in excess of £60,000 for the Internals as opposed to Management's proposed £25,000 budget. They also do not agree to progressing the works for Internals & Externals concurrently.

Correspondence & Content & Comment from Flats 1, 3, 5 and 9 is almost identical in every respect.

Flats 4 and 8 remain undecided on which budget to appropriate for Internals, £25k or £60k and Flat 4 makes the comment that yet more meetings should be held for further discussion. Flat 4 also commented that Management's £25k proposals and quotes were vague?

Flats 2, 6 and 7 agree 100% with the proposals as outlined in Section 20 (No to additional funds)

Consequently, Management are recommending their proposals are adopted without further discussion, namely to restrict the Internals budget to £25,000 and to commence both the internals and externals on 1st September 2014 for a period of approx. 14 weeks max.

Management will project manage and supervise the internals and Lessees will be advised as to Management's preferred Externals contractor and total approx. cost of both sets of works within 45 days from receipt of this notice.

Lessees will then be invited to make final comment.