

Proposal



Proposal for:
Dover: Town Hall, The
Maison Dieu

Prepared by:

Date:
30 August 2023



Our Ref: 5724/[REDACTED]
30 August 2023

[REDACTED]
Coniston
[REDACTED]

Dear [REDACTED]

Dover: Town Hall, The Maison Dieu – Clock and Dials Restoration

Further to my on site meeting with yourself and your Site Manager, [REDACTED] I am pleased to provide my proposals and quotation for restoring the clock and dials at Maison Dieu for your consideration.

We trust it meets with your expectations but please do not hesitate to contact me if you require clarification or further assistance.

Yours sincerely

[REDACTED]

[REDACTED]
Sales & Complex Projects Manager

Tel: [REDACTED]
Mob: [REDACTED]
Email: [REDACTED]



Smith of Derby proposals comply with the Church of England Clocks Advisers Forum Code of Practice for Turret Clock Work (being the main regulatory body for traditional clocks in the UK). We absolutely concur with the philosophy that all turret clocks are of historical importance, whether signed by a famous maker or mass-produced and should be kept in good condition and maintained in use wherever possible.

1. Proposals

Having examined the clock drum and supporting framework closely, I ascertained that the drum itself is beyond repair and would require re-building to pattern.

The clock drum is 6ft diameter and of mild steel construction with cast iron dials and acrylic, opaque glazing. The dials have star centres and are gilded on three of the rings. The hands are painted black and inside the drum is an extension of the supporting beams, along with fluorescent lighting and crown bevel gears which lead out to dials, along with the dial motion works (being the 12 to 1 ratio gears that drives both sets of hands). The iron supporting beams that go right through the fabric of the building to spreader plates on the inside are very corroded. However I understand these are going to be re-plated by Coniston or another contractor whilst the drum is away being rebuilt.



The two cast-iron dials would have all glazing removed and will be shot blasted back to the base iron work, before being coated in a zinc rich coating and then base colour painted. This would be followed by two top coats of black weatherproof gloss, baked in our oven at 80°C. The dials would then be re-gilded in 23 ½ carat gold leaf and then re-glazed with 050 opal acrylic. The dial motion works and the crown bevels would be cleaned and new bushes/bearings would be manufactured.

The clock drum itself would be painted black and baked in our oven and the clock, dials and all components would then be re-assembled, along with LED internal lighting, and returned to site. There all would be hoisted back into position on the newly restored beams and ornate bracket work and re-fixed with stainless steel fixers. The clock would be coupled up to the existing electric clock inside, along with the cable for the LED lighting, and all would be commissioned. Datasheets detailing the paints we would use are attached, along with a copy of my inspection report and the images I took.

We understand that the existing electric clock works satisfactorily and does not require any attention from Smith of Derby. There is a mechanical A-frame clock made by Dent in the room below and we recommend that should remain there as a point of historical interest.

Scope of Works

Attend site with two clock engineers and SG Haulage (Hi-ab flatbed)

- 🕒 Two men working off scaffolding provided by others.
- 🕒 Knock out glazing in upper part of clock drum and sling with two x two ton slings to Hi Ab jib.
- 🕒 Release mounting bolts with possible hot works (Disc cutter)
- 🕒 Lower to flatbed and return to Derby works.

In Derby workshops:

- 🕒 New clock drum case to be manufactured with a service hatch
- 🕒 De-glaze the dials and shot blast
- 🕒 Coat dials in Zinga anti corrosion treatment
- 🕒 Apply grey base coat
- 🕒 Apply two top coats of weatherproof black gloss, baked 80 degrees centigrade
- 🕒 Re-glaze in opal acrylic
- 🕒 Re-gilded three rings
- 🕒 Machine new bushes for crown bevels and dial works.
- 🕒 Install new LED lighting in the drum.

Return to site:

- 🕒 When site is ready, deliver drum and all associated components using flatbed and hi ab transport.
- 🕒 Two engineers to attend site to install from scaffolding supplied by others.
- 🕒 Hoist drum into position.
- 🕒 Re-fit to brackets plated and painted by others using stainless steel fixers.
- 🕒 Re-connect con rod to clock.
- 🕒 Connect lights to electric point with timer device supplied by others.



2. Summary quotation

| Item | Price | Notes |
|---|-------------------|---|
| Clock and dial restoration works as described above | £24,124.00 | <p>Price is net + VAT.</p> <p>Please note that in the event of any further unexpected work being identified, this will form a separate quotation and the work will not be undertaken without approval.</p> <p>Please see 'Important Notes' below, which should be read in conjunction with this proposal.</p> |

3. Payment Terms

40% deposit required with order.

60% after completion of installation, payable within 30 days from date of invoice.

Important Points to Note:

- 🕒 **Our standard Terms & Conditions apply, a copy of which is attached.**
- 🕒 **All quotations are valid for 30 days.**
- 🕒 **All quotations are excluding VAT.**
- 🕒 **For all orders exceeding £1,500 in value, a 40% deposit is required with placement of order, the remaining balance due 30 days after project completion.**
- 🕒 **Once a customer PO has been accepted by Smith of Derby, or letter to proceed, or the like, and has been confirmed by ourselves:**
 - **If work does NOT commence within 6 months 'due to the customer not being able to proceed', Smith of Derby reserve the right to re-price.**
 - **If the customer does not accept the re-price, the customer can terminate the contract (see clause 14.2.8 in Smith of Derby Terms & Conditions of Supply).**
- 🕒 **Smith of Derby can charge for storage if we have property in our care and the job is delayed by the customer.**

Continued



SMITH OF DERBY GROUP

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- 🕒 **In the event scaffold or hoist access is required, unless otherwise indicated this is not included in our proposal and quotation and should be arranged by others at no cost to Smith of Derby. Alternatively we would be pleased to obtain costs and advise accordingly.**
- 🕒 **In the event of an agreed installation date subsequently being delayed by the contractor/customer, at no fault of Smith of Derby, Smith of Derby reserve the right to claim payment for work completed or any costs already incurred at this point.**
- 🕒 **Our price includes for installation and commissioning in one visit. Where the site is not ready for single visit installations due to events outside of our control (i.e. power supply not installed and working or access equipment not available), such visits will be charged accordingly.**

4. Care Package

Have peace of mind with our after-care package, to ensure your clock remains in a good condition for many years to follow. Included in your proposal is a visit from your local clockmaker 12 months after the completion of these works/repairs, to ensure the clock is fully checked and maintained ensuring longevity for this project.

Our Planning Team will contact you prior to this visit twelve months after completion of the project, to arrange for your Clockmaker to attend to service your clock. Your Clockmaker will inspect, clean, adjust and lubricate all normally accessible parts of the clock system and associated equipment, testing electrical components and make a thorough check of all parts. He will report any issues found within the clock room, such as water ingress for example, as our team will always go above and beyond to help you.

Following this initial maintenance visit, you will be offered our Care Package for the future care and maintenance of your clock.

If you take advantage of a Care Package with us, ongoing support is also included, with our team making best endeavours to attend all stopped clocks within seven days of you reporting a problem. This call out will also be at a reduced 'call out' rate. Our dedicated Customer Service Team is manned by a Clockmaker with over 25 years of experience, offering telephone support where appropriate.

One of our team will call you to discuss our ongoing Care Package after your first service or please do contact us if you wish to discuss any details.

5. VAT

The Domestic Reverse Charge VAT scheme for the Construction Industry is mandatory from March 1st 2021. Please advise your VAT number and CIS number so we can apply the Domestic Reverse Charge whereby you will account to HMRC for the reverse charge output tax at the relevant VAT rate.

If you are not VAT and CIS registered or you omit to provide details then Smith of Derby Limited will assume that you are an end user or intermediary supplier and we will therefore charge VAT at the standard rate.



6. Why choose Smith of Derby?

We're on hand: with twenty specialist clockmaker engineers based throughout the British Isles; we are both national and local to you. Our clockmakers are insured and fully trained to the latest safety regulations, enabling us to work anywhere from a school to a skyscraper.

We're qualified: our accreditations include Alcumus compliance risk management, Contractor Health & Safety Assessment Scheme, Construction Line procurement and supply chain management and the British Horological Institute.

We're experienced: the Smith of Derby Group comprises four of the longest established UK clockmaking companies. We have a wealth of knowledge gained over the centuries, which combined with the technology of today we pass on to our new generation of apprentice clockmakers.



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