

Quote Numbers: [REDACTED]

Version: [REDACTED]

System Type: Proposed CCTV installation

Description: The design and grading of this system is based on information gathered during your on-site risk assessment. The design is therefore determined by the information available at the time, including any valuations, supplied by you or your representative.

Date: 3 November 2023

Outline Quotation as listed below:

1) The below quotation is based on the attached proposed layout, site audit and our onsite meeting.

2) As discussed if you require an additional camera in the waiting room and its ordered with the below installation then it would be an additional £ 184.92 + VAT and it would be in white

Contact:

Position:

Tel:

Email:

Site Contact:

Position:

Tel:

Email:

Surveyed by:

Drawing Number:

Survey Document:

Customer: Saltash Town Council

Install Add: Isambard Building
Saltash Railway Station
Albert Road
Saltash

Prepared by [REDACTED]

PART	DESCRIPTION	QUANTITY	PER UNIT	TOTAL	NOTES
CCTV	IP NVR RECORDING EQUIPMENT				
CCTV	Hik 8 channel NVR with 8 ports POE and 8TB of storage	1.0			
CCTV	IP CAMERAS				
CCTV	Hikvision Black 8MP IR Fixed Turret Network AcuSense, Powered by Darkfighter Camera, Human and vehicle classification alarm, 2.8mm lens, up to 30m IR range, Built-In Microphone, IP66, 12 VDC ± 25%/PoE,	6.0			
CCTV	External Bullet Camera Power intake Box for above*	6.0			
CCTV	MONITORS				
CCTV	22" LED HD 1080p Monitor VGA-HDMI	1.0			
CCTV	3m HDMI Cable	1.0			
CCTV	Wall Bracket 5" - 22"	1.0			
POWER/NETWORK	NETWORK SWITCHES				
IP EQUIPMENT	HikVision 4 Port POE + 1 LAN	1.0			
MISCELLANEOUS	MISCELLANEOUS				
IP EQUIPMENT	RJ45 Connectors	14.0			
CABLE	CABLE				
CABLE	Cat - 5e 305m - Low Smoke Zero Halogen (purple)	2.0			

£ 3166.66 + VAT

* All pricing exclusive of VAT

CUSTOMER REQUIREMENTS (IF APPLICABLE)

- Price does not include cutting away, making good or redecoration
- Any Civil works to be supplied by customer
- Allocated space as per site diagram for all equipment
- The quotation excludes any specialist containment required for the installation
- [REDACTED]
- [REDACTED] cable routes are asbestos free, or will be cleared prior to the work commencing. In the event of asbestos being discovered on site, we have an obligation to ensure that our staff are not exposed to such hazards and will therefore have to cease work until the situation is investigated and declared safe without any costs to [REDACTED] shall be required prior to any works commencing
- Works are to be continuous and breaks such as phasing will incur additional costs
- Constant and unrestricted access to all areas will be available at all times 5 days per week, 9 hours per day
- All Parts and labour supplied to [REDACTED] come with a 12 month guarantee
- It is important to note that all of the above assumptions need to be completed and adhered too prior to [REDACTED] commencing the installation

DATA PROTECTION POLICY

[REDACTED] is committed to operating in a way that complies fully with the provisions of the General Data Protection Regulations 2018 (GDPR).

Collecting and Processing Your Data

- Data provided to us for marketing purposes is obtained through lawful means and by organisations fully compliant with GDPR.
- [REDACTED] maintains a Data Processor Register, which ensures that all our suppliers, providers and associated agencies are sufficiently qualified to competently manage data on our behalf.
- All database management systems have been implemented with 'privacy by design' in mind. Our IT systems are maintained and kept secure in accordance with our comprehensive IT Policy.
- We maintain transparency and before contacting customers about our services, we establish consent.
- Data is solely kept and maintained for the purpose indicated to the data subject. Old data is erased, securely destroyed or archived as appropriate and in line with our legislative or business requirements.

Systems and Training

- We are committed to critically reviewing our systems and procedures on an ongoing basis and have an established team of competent staff members, who continually scrutinise the way we operate.
- We aim to maintain first class standards of data safety through our non-conformance system, which enables all team members to raise any concerns, suggestions and ideas for improvement.
- All team members and associates are regularly briefed in the importance of data safety, via toolbox talks and training sessions.

Our senior management team is fully engaged and committed to follow advice and guidance provided by the Information Commissioner's Office (ICO) and sets exceptional data safety standards for the organisation.

Responsibility

The overall responsibility for data safety ; [redacted] es with the directors of the business.

Raising Concerns

If you are concerned about the way in which we collect or process your data. Please contact us via [redacted]

COMMUNICATIONS

Customer is to arrange for the provision of a PSTN/ADSL line with static IP address local to panel location prior to installation - TBC

Customer is to arrange for the provision of a addressed PoE data point within 1 meter on equipment location prior to installation date - TBC

MAINS SUPPLY

1 x 3 Amp unswitched fuse spur will be required prior to engineers visit as follows: TBC

13 Amp socket outlets will be required prior to engineers visit as follows: TBC

All to be provided with appropriate mains safety testing Certificate

CCTV NOTES

The lighting levels in the areas of camera operation are the responsibility of the customer / end user.

It is your responsibility to register with the **Data Protection Register** .To register contact the Information Commissioner c [redacted] here a member of staff will take you through the registration process.Information can also be obtained from their website www.ico.org.uk (<https://ico.org.uk/for-organisations/register/>) or call 0303 1231113

TERMS & CONDITIONS

*Quotations are based on the installation being carried out during normal working hours i.e. 9.00am to 5.00pm Monday to Friday excluding bank holidays.

*Quotations do not cover extraneous work, building work or redecoration unless stated in the attached quotation.

[redacted] reserves the right to charge for any delays occurring from hindered access or badly planned working schedules

Any alterations to the attached proposed specification, alterations or extensions not mentioned before this quotation will be charged at pro-rata rates, at NO COST to [redacted]

[redacted] reserves the right to revise the attached proposed specification and provide a solution acceptable to all parties involved.

*If Stage payments are required they will be agreed by both parties as to the duration and payment structure prior to the commencement of the work

*Payment in full for this installation will be made not later than 14 days from the final invoice date unless otherwise stated before work commences.

*We reserve the right to charge late payment interest and compensation on all overdue accounts pursuant to the late payment of commercial debts (interest) act 1998

[redacted] reserves the right to ask for a 45% deposit of the total installation costs, before any installation work can commence.

*Special ordered items will have to be paid for in full as they are non returnable, so therefore non refundable. Special orders will be identified on the specification

*All equipment provided and installed b [redacted] :mains the property of the company until full and final payment is received

If full payment is not received within the terms and conditions stated the [redacted] :serve the right to reclaim this equipment as part payment of the outstanding balance

GUARANTEES & WARRANTIES:

All labour and goods supplied by The Company shall be of a sound quality and suitable for operation in the manner intended by The Company. The Company shall in no way be liable for the consequences of use or non-use of the equipment or services supplied. The Company gives full access to the equipment within 12 months of the date on which the goods were despatched by The Company, but after that period a charge will be made by The Company.

CANCELLATION:

Cancellation of an Order or Contract that has been accepted will become effective only if the Purchaser agrees to pay the full amount(s) as notified by the Company. This will be a total of the value of materials and agreed labour incurred at the date of cancellation, together with a reasonable amount of monies towards overheads, loss of profit(s) and cost of interruption.

MONITORING, SERVICE AND MAINTENANCE:

Where a monitoring, service and maintenance agreement is entered into, a standing order mandate will be sent and this is the preferred payment method for the service.

VARIATIONS:

A [redacted] have strict instructions not to carry out any additional or variation works unless in receipt of written instructions from the customer. Such variations or additional works will be charged for following your acceptance of our revised quotation or against our small work quotes.

ADDITIONAL CHARGES:

Any failure to advise the company in writing of any change or revision of the date of commencement may result in charges being accrued. Should the cancellation or postponement not be received by the company within 5 working days before the scheduled start date, the company reserves the right to charge labour time and travel expenses, currently rated at a minimum of £290.00 per engineer, per day scheduled on site.

All Payments to be made to

[redacted]

Customer

Authorised Signatory

Full Name

Position Date

[redacted] Authorised Signatory

Full Name

Position Date