

# PREMIER PAINTING COMPANY

LEADERS IN PAINTING SERVICES SINCE 1997

**TO:**

**PHONE:**

**EMAIL:**

**FROM:**

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**QUOTATION:**

**REFERENCE:**

**DATE:**

Thank you for allowing Premier Painting Company this opportunity to quote the following works for your project at .....

After advice from ..... regarding your painting project, I have determined that the primary reason for painting is; **New areas constructed / Restoration / Renovation / Change of colour scheme / presenting property for sale / general maintenance/ damage repair along with a premium quality re-paint.**

After a short inspection of the proposed property from an "on ground" perspective, some paint coatings appeared to be showing signs of degrading by either blistering, chalking, cracking and fading etc.

I agree with the scope and/or specification supplied and I there-fore recommend a spot prime / primer/ undercoat and a one coat / two top-coat system with preparation as detailed below.

I can confirm that Premier Painting Company will exceed your expectations whilst delivering your painting project with your requested scope of works, on time and with-in budget.

Please find overleaf the detailed scope of works for this project.

Yours sincerely,  
**PREMIER PAINTING COMPANY**

Project Manager

P: 1300 91 62 91 F: 02 9326 7585  
E: [enquiry@premierpainting.com.au](mailto:enquiry@premierpainting.com.au)  
A: PO Box 7641 Bondi Beach NSW 2026

[premierpainting.com.au](http://premierpainting.com.au)



## SCOPE OF WORKS – EXTERIOR

### Exterior Preparation Grades

**Preparation Grade: EXT 1: (Wooden elements including windows** – sanding, filling, caulking) – wipe down of existing previously painted surfaces as necessary, fill small holes, cracks & joints between substrates. Removal & replacement of loose putty. Attention to most dominant (4mm interior depth & above) existing irregularities, application defects, depressions, scratches or inconsistent textures.

Our policy is to minimise the filling of exterior wooden substrates due to the fact the uncontrollable & existing moisture content often causes wood fillers to fail over time. We have better outcomes by removing as much of the loose and delaminating existing coatings as possible via sanding, specifically on the sill.

**Preparation Grade Ext 2 – (Metalwork** – sanding, filling) – wipe down of existing previously painted surfaces as necessary, fill small holes, joints between substrates. Remove any loose rust via mechanical sanding or scraping. No / Attention to existing irregularities, depressions, scratches or inconsistent textures.

**Preparation Grade Ext 3 – (Masonry** – sanding, filling, caulking) – clean down of existing previously painted surfaces as necessary, fill small holes, cracks & joints between substrates. Attention to most dominant (3mm interior depth & above) existing irregularities, application defects, depressions, scratches or inconsistent textures.

(Seen from normal viewing position as per Fair Trading NSW 'Guide to Standards & Tolerances 2007')

### Identified Repairs

Image

Image

Image

### Unidentified Repairs

- Non-structural repairs such as cracks 2mm wide and below have been included in this proposal however should larger cracks and structural repairs be discovered further investigation may be required in addition to the scope of works listed.
- Repairs by others or can be arranged by 'PPC' associated trade partners. A PC amount of \$..... should be allowed for un-foreseen repairs or issues arising that could not be assessed or

predicted at time of site visit. This sum will NOT be utilised unless written consent is given from client.

- Asbestos lead pigmented coatings, poor adhesion of existing coatings, moisture ingress, Concrete spalling, drummy render, corroding reinforcing and wood rot, if discovered, may be the subject of additional cost to repair or remove.

## Project Images

Recommended size: 5cm by 7.5cm

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## Scope of Works to be Painted: Exterior – All Elevations of Property

All previously painted:

- Chimney's
- Parapet Walls
- Gutter & Down-Pipes
- Fascia's
- Eaves
- Walls (Main Buildings)
- Rendered Masonry / Concrete
- FC Cladding
- Walls (Retaining, Common Area, Garden, Car Park)
- Balcony Soffits
- Balcony Walls
- Balcony Leading Edges
- Balcony Balustrades
- Service Pipework
- Wooden Windows & Doors (One Side)
- Iron Lintels
- Wooden Service Doors & Frames
- Wooden Fencing & Gates
- Metal Railings & Gates
- Metal Pool Fence & Gates

- Pergola Frames & Supports
- Steel Screen Support Posts
- Screens
- Car Port Structure
- Under Ground Car Park – Ceilings, Walls, Columns, Service Doors & Frames
- Line Marking
- Garage Doors & Surrounds
- Other:

**Inclusions:**

- Removing furniture & obstacles from work areas
- Replacing furniture & obstacles to completed work area
- Remove door signage
- Protect cars with covers
- Other:

**Exclusions:**

- 
- Adjacent buildings (toilets, laundries, storerooms etc.)
- Un-painted brickwork
- Lights
- Pre-Finished Colourbond & / or Powder-coated structures
- Other:
- All other areas not listed above

The **Dulux** paint system recommended from Premier Painting Company is as follows:

## EXTERIOR SYSTEMS

	<p><b>Previously painted Masonry, Wooden Fascia's &amp; Eaves – Dulux Weathershield System</b></p> <ul style="list-style-type: none"> <li>First Coat – Spot prime - Dulux Weathershield Acrylic</li> <li>Second Coat – Dulux Weathershield Acrylic</li> <li>Third Coat – Dulux Weathershield Acrylic</li> </ul>
	<p><b>Wooden Windows &amp; Doors – Dulux Aqua Enamel</b></p> <ul style="list-style-type: none"> <li>First Coat – Oil Based / Water based primer under/coat</li> <li>Second Coat – Aqua-Enamel Gloss/ Semi-Gloss</li> <li>Third Coat – Aqua-Enamel Gloss/ Semi-Gloss</li> </ul>
	<p><b>New Wooden Joinery, Decking/Screens, Fencing – Dulux Intergrain System (Prep grade)</b></p> <ul style="list-style-type: none"> <li>First Coat – Intergrain Water based primer under/coat</li> <li>Second Coat – Intergrain Satin/Gloss</li> <li>Third Coat – Intergrain Satin/Gloss</li> </ul>
	<p><b>Sikkens Wood Care (Prep Grade)</b></p> <ul style="list-style-type: none"> <li>First Coat – Sikkens wood care oil</li> <li>Second Coat – Sikkens wood care oil</li> </ul>
	<p><b>Metal Works – Dulux Metalshield Epoxy Enamel System</b></p> <ul style="list-style-type: none"> <li>First Coat – Spot prime metalshield Primer</li> <li>Second Coat – Metalshield Gloss/Semi-Gloss</li> <li>Third Coat – Metalshield Gloss/Semi-Gloss</li> </ul>



### Previously Painted Masonry – Dulux Acra-shield System (Prep Grade)

- First Coat – Solvent based primer
- Second Coat – Dulux Acra-Shield / Elastomeric Membrane
- Third Coat – Dulux Acra-Shield

## SCOPE OF WORKS – INTERIOR

### Interior Preparation Grades

**Preparation Grade: Int 1: (Presented ready** – no allowance has been made for preparation) We have been informed all surfaces will be made good and prepared ready to accept paint by client / Builder. No filling, sanding or caulking - wipe down of existing previously painted surfaces as necessary, spot prime and apply paint.

**Preparation Grade Int 2: (Minor Prep** – sanding, filling, caulking) - wipe down of existing previously painted surfaces as necessary, Fill small holes, cracks & joints between substrates. No Attention to existing irregularities, application defects, depressions, scratches or inconsistent textures. Spot prime and apply paint.

**Preparation Grade Int 3 – (General Prep** – sanding, filling, caulking) - wipe down of existing previously painted surfaces as necessary, fill small holes, cracks & joints between substrates. Attention to most dominant (3mm interior depth & above) existing irregularities, application defects, depressions, scratches or inconsistent textures.

**Preparation Grade Int 4 – (Extensive Prep** – sanding, filling, caulking) - wipe down of existing previously painted surfaces as necessary, fill small holes, cracks & joints between substrates. Attention to most dominant (1mm interior depth & above) existing irregularities, application defects, depressions, scratches or inconsistent textures.

**Preparation Grade Int 5 – (Restoration Prep** – sanding, sealing, filling, caulking, making good existing inconsistencies) – wipe down of existing previously painted surfaces as necessary, fill all holes, cracks & joints between substrates. Attention to existing irregularities, application defects, depressions, scratches or inconsistent textures. Skim coat to surfaces where required to produce a 'like new 'finish

## Identified Repairs

Image

Image

Image

## Unidentified Repairs

- Non-structural repairs such as cracks 2mm wide and below have been included in this proposal however should larger cracks and structural repairs be discovered further investigation may be required in addition to the scope of works listed.
- Repairs by others or can be arranged by 'PPC' associated trade partners. A PC amount of \$.... should be allowed for un-foreseen repairs or issues arising that could not be assessed or predicted at time of site visit. This sum will NOT be utilised unless written consent is given from client.
- Asbestos lead pigmented coatings, poor adhesion of existing coatings, moisture ingress, Concrete spalling, drummy render, corroding reinforcing and wood rot, if discovered, may be the subject of additional cost to repair or remove.

Seen from normal viewing position as per Fair Trading NSW 'Guide to Standards & Tolerances 2007'

## Specific Areas to Be Painted

### Interior: Common Area Foyers (Ground Level to .....

- Entrance Hallway & Foyer – previously painted; ceiling, walls, skirting, windows, doors & frames (one side), balustrade, handrail, service doors & frames (both sides)
- Fire Stairway – previously painted; ceiling, walls, skirting, windows, balustrade, handrail, service doors & frames (both sides)

### Interior: Residential or Office

- Entrance hallway – ceiling, walls, skirting, windows, door & frame
- Lounge – ceiling, walls, windows, skirting, door & frame
- Kitchen – ceiling, walls, skirting, window, door & frame
- Dining room – ceiling, walls, windows, skirting, door & frame
- Family room - ceiling, walls, windows, skirting, door & frame
- Laundry – ceiling, walls, skirting, window, door & frame
- Bathroom – ceiling, walls, skirting, window, door & frame

- Stairway / Landing – ceilings, walls, skirting, windows, doors, banister
- Rumpus room – ceiling, walls, skirting, windows, door & frame
- Study – ceiling, walls, skirting, windows, doors
- Bedroom 1 & en-suite – ceiling, walls, skirting, windows, BIR / WIR, door & frame
- Bedroom 2 – ceiling, walls, skirting, windows, BIR / WIR, door & frame plus en-suite
- Bedroom 3 – ceiling, walls, skirting, windows, BIR / WIR, door & frame plus en-suite
- Bedroom 4 - ceiling, walls, skirting, windows, BIR / WIR, door & frame plus en-suite
- Guest Bedroom – ceiling, walls, skirting, windows, door & frame
- 2<sup>nd</sup> Bathroom – ceiling, walls, skirting, window, door & frame
- Other:

#### Inclusions:

- Removing furniture & obstacles from work areas
- Replacing furniture & obstacles to completed work area
- Removing window blinds / curtain rails
- Replacing window blinds / curtain rails
- Disposing of window blinds / curtain rails
- Cover wooden floors with plastic & canvas protection
- Cut back carpet edges to gain full access to skirtings
- Remove door signage
- Other:

#### Exclusions:

- All joinery
- Shutters / Blinds / Fly Screens
- Door numbers will be removed (NO allowance has been made for replacement)
- Other:
- All other areas not listed above

The **Dulux** paint system recommended from Premier Painting Company is as follows:

## INTERIOR SYSTEMS

	<p><b>Ceilings – Dulux/Berger Ceiling Flat</b></p> <ul style="list-style-type: none"> <li>• First Coat – Spot prime using Acrylic primer/sealer</li> <li>• Second Coat – Full coat of ceiling Flat</li> <li>• Third Coat – Full coat of Ceiling Flat</li> </ul>
	<p><b>Walls – Dulux Wash &amp; Wear / Professional</b></p> <ul style="list-style-type: none"> <li>• First Coat – Spot prime using Acrylic primer/sealer</li> <li>• Second Coat – Full coat of Dulux Acrylic Low sheen/Matt finish</li> <li>• Third Coat – Full coat of Dulux Low Sheen/Matt finish</li> </ul>
	<p><b>Doors, Frames, Skirting &amp; Windows – Dulux Aqua Wooden Windows &amp; Doors – Enamel (Prep grade)</b></p> <ul style="list-style-type: none"> <li>• First Coat – Oil-based/Water based primer under/coat</li> <li>• Second Coat – Aqua-Enamel Gloss/Semi-Gloss</li> <li>• Third Coat – Aqua-Enamel Gloss/ Semi-Gloss</li> </ul>

## FURTHER INFORMATION – THE PREMIER PAINTING DIFFERENCE:

- All works to be carried in accordance to AS/NZ 2311 in addition to methods and products outlined below.
- All surfaces containing of mould, dirt etc shall be washed using a suitable detergent prior to painting.
- All areas to be protected with drop sheets.
- All loose and flaky paint to be scraped or sanded off to a solid edge.

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- Small holes and cracks will be filled or re-sealed using commercial grade flexible sealants and fillers.
- Stains will be sealed using oil-based sealer prior to painting.
- Colours to be advised similar as existing.
- All works carried out **in normal working hours / outside normal working hours**.
- All painting will be carried out as per specification supplied (see below).
- All work will be carried out in a tradesman like manner and a dedicated supervisor will be onsite at all times to oversee works and liaise with client.
- All staff are employees of Premier Painting Company (**NOT contractors**).
- All staff are inducted in the WHS Act 2001 and hold current induction cards.
- We have an Enviro-Wash System in place to clean all brushes and rollers.
- All waste will be removed from premises and disposed of in accordance to the relevant E.P.A guidelines.
- Public Liability and Workers Compensation Insurances are supplied along with an industry recognised contract prior to works commencing.
- All height access costing is included in this quotation and will be erected / operated by certified persons.
- Non-structural repairs such as cracks 2mm wide and below have been included in this proposal however should larger cracks and structural repairs be discovered further investigation may be required in addition to the scope of works listed.
- Repairs by others or can be arranged by 'PPC' associated trade partners. A PC amount of \$..... should be allowed for un-foreseen repairs or issues arising that could not be assessed or predicted at time of site visit. This sum will NOT be utilised unless written consent is given from client.
- Costing has been based on undercoating / spot priming followed by applying two full coats of premium grade Dulux paints as per specification. Should the colours chosen require further coats to achieve an acceptable opacity a variation to cost may apply.
- Electrical wires will be covered with protective sleeves as per WHS regulation. This cost is included.
- Asbestos lead pigmented coatings, poor adhesion of existing coatings, moisture ingress, Concrete spalling, drummy render, corroding reinforcing and wood rot, if discovered, may be the subject of additional cost to repair or remove.
- There have been no access reports or engineers survey completed at this stage although I can foresee no major issues an unfavourable report may cause the scope of works and cost to vary.

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## ENVIRONMENTAL MANAGEMENT

To prevent damage to the environment we recognise that it is important that we understand and effectively manage the potential environmental impact of our activities; that our operations contribute to sustaining the environment within which we work; and that we comply with all legal requirements in areas where we carry out our business.

Our commitment extends to all our activities, wherever they take place, which have the potential to adversely affect the environment. We aim to prevent environmental damage and minimise energy and resource usage throughout all Premier Painting's operations.

Our Environment Plan advises that all waste will be removed from site and disposed of or recycled in accordance to the relevant E.P.A guidelines.

An Enviro-Wash system is used which allows for cleaning brushes and rollers on or off site there-fore leaving NO impact on the environment.

## WORK HEALTH AND SAFETY

Premier Painting Company prides itself on our exemplary WHS records. We have an WHS Management plan which is certified compliant by Ebix Trades Monitor. At all levels applicable health and safety laws, regulations and approved codes of practice are complied with. The health and safety of the customer, members of the public, the workforce, and anyone else will be safeguarded.

The aim is to achieve zero harm within our workplaces, for our staff and all stakeholders including our Customers' employees, subcontractors and members of the public.

### A typical programme would be:

1. Risk assessment for all tasks to be carried out.
2. Identify all potential hazards & risks.
3. Identify control measures of all potential hazards or risks to eliminate or reduce risk.
4. Inspect all access plant, tools etc and assess condition.
5. Create Safe work method statement to itemise tasks, risks, control measures and allocate responsibilities.
6. Carry out site specific induction and implement Safe work method statement.

All staff has access to the relevant Safe Work Method Statements, Risk Assessment, Safety Data Sheets and are educated in the correct implementation of these documents.

## QUALITY CONTROL, INSURANCE & WARRANTY

All of our projects are supervised by a **dedicated Supervisor** who is responsible for organisation, execution and quality control of all works. He will liaise exclusively, communicating clearly with client representative on all aspects of the works required therefore delivering the appropriate level of service quality to the customer. He or she will ensure all works and practices are carried out according AS/NZ 2311 and adhere strictly to scope of works and specifications supplied. A **Project Manager** will oversee supervisor to audit and administrate the control measures required.

All relevant insurances shall be provided upon acceptance of quotation including Public Liability, Workers Compensation etc.

Our unique quality control system is outsourced to an accredited and reputable Technical Consultant who will carry out the following service to give you 'peace of mind' that your project will be carried out correctly as per regulations and of course safely. Our system is as follows;

### During site works:

- Inspection by consultant of the works at times identified by Premier to monitor preparation; types, quality and application of paints being used; compliance with the accepted specification, WHS requirements and agreed Safe Work Method Statement.
- Site inspections by consultant can also be controlled from identifiable "hold points", such as at the completion of preparation and sectional priming / sealing of respective areas.
- Preparation of the final schedule of detailed areas or surfaces to be attended to prior to the contract been claimed as completed.
- Inspections would be recorded along with photographic record of the works ("before and afters") and will be used to assist with 'PPC' in preparation of a "Paint Manual" on completion of the project, which provides photographic records, copies of the specification, contracts, processes and colours used in this most recent repainting, together with recommendations for future cost saving paint maintenance.

## INVESTMENT

Includes all labour, supervision, materials & WHS requirements.

Scope	Sub-total	Plus GST	TOTAL
Exterior works	\$	\$	\$
Interior works	\$	\$	\$
Option 1	\$	\$	\$
Option 2	\$	\$	\$

**Monthly Repayment Option** Finance company Strata Loans are lenders that can assist you to finance your project. Please call Debbie Barker on 0498 220 900 to discuss your needs and check out their website at - [www.Strata-loans.com](http://www.Strata-loans.com)



**The following items are included as part of your investment:**

- Preliminaries (site set up, administration including WHS, variations, progress payments, regular Project Management & Auditing of third party contractors, Permits etc, etc)
- The use of premium paints
- All labour costs
- Free colour consultation
- Lead based paint management system
- A five-year warranty on the work
- Public liability insurance to the value of \$20 million
- All staff properly trained in WHS practices.
- Site clean-up and removal during works & at completion
- Free maintenance/ touch-up visit after one year.

**Please note:**

- Quotation valid for 30 / 90 days to six months
- A deposit is required on or before the commencement of painting works along with scheduled progress payments. Final payment of all outstanding amounts is required upon completion of work
- HBCF Insurance has not been included in this costing. Upon acceptance of quotation an invoice will be sent for deposit and application of HBCF Insurance. (should you require an estimate of cost feel free to call our office)

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## ACCEPTANCE OF QUOTATION FOR PAINTING SERVICES

To accept this quotation and obtain a start date for works to commence, please sign, date and return via email. A copy of our terms of trade, insurance certificates, payment schedule and project projection will be supplied along with a contract of works as approved by the Department of Fair Trading.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Quote Reference No: \_\_\_\_\_

*Thank you for your enquiry. We look forward to hearing from you soon.*

Yours sincerely,  
**PREMIER PAINTING COMPANY**

Project Manager

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