

# STANDARD TERMS AND CONDITIONS OF SUPPLY AND SERVICE

Calcon Projects Limited | t/a Calcon Projects & Facilities Management

Challenge House, Sherwood Drive, Bletchley, Milton Keynes, MK3 6DP

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Co No: 10580663 | VAT No: GB 278293558 | Version 1.0 | April 2026

**IMPORTANT:** By accepting our quotation or allowing us to commence work, you agree to be bound by these Terms.

## 1. Definitions & Interpretation

In these Terms the following definitions apply:

<b>Calcon / we / us / our</b>	Calcon Projects Limited (Co No. 10580663, VAT No. GB 278293558), t/a Calcon Projects & Facilities Management, Challenge House, Sherwood Drive, Bletchley, Milton Keynes, MK3 6DP.
<b>Client / you / your</b>	The person, company or organisation named in the Quotation.
<b>Quotation</b>	Written document issued by Calcon setting out scope, price and any special conditions.
<b>Works</b>	Electrical installation, building services, maintenance or FM services described in the Quotation.
<b>Contract</b>	The agreement comprising the Quotation and these Terms and Conditions.
<b>Materials</b>	All goods, components, equipment and materials supplied by Calcon in connection with the Works.
<b>FM Services</b>	Facilities management services including planned preventative maintenance (PPM) and reactive maintenance.
<b>EICR</b>	Electrical Installation Condition Report carried out to BS 7671 18th Edition.
<b>Variation</b>	Any change to the agreed scope of Works requested by the Client or required due to unforeseen circumstances.
<b>Building Services</b>	Non-electrical works including plumbing, carpentry, plastering, decoration, flooring and general maintenance.

## 2. Quotations & Acceptance

2.1 All quotations are valid for 30 days from the date of issue. After this period Calcon reserves the right to revise the quoted price.

2.2 A Contract is formed when the Client: (a) signs and returns the Quotation; (b) issues a written purchase order referencing the Quotation; or (c) instructs Calcon to commence Works whether verbally or in writing.

2.3 Quotations are based on information provided by the Client and/or a site visit. If additional works are found necessary on commencement, Calcon will notify the Client and agree a Variation before proceeding.

2.4 Unless stated, quotations exclude VAT at the applicable rate. Calcon VAT No: GB 278293558.

## 3. Pricing & Payment

3.1 Payment terms are as stated in the Quotation. Where no terms are specified, payment is due within 14 days of invoice for commercial clients and upon completion for domestic clients.

3.2 Calcon may require a deposit of up to 50% of the contract value prior to commencement where materials must be ordered in advance.

3.3 For contracts above £10,000, staged payments may be agreed in writing.

3.4 If payment is not received by the due date, Calcon may: (a) suspend Works; (b) charge interest at 8% above Bank of England base rate per annum under the Late Payment of Commercial Debts (Interest) Act 1998; (c) recover reasonable debt recovery costs.

3.5 Disputed invoices must be raised in writing within 5 business days of receipt, failing which the invoice is deemed accepted.

## 4. Electrical Installation Works

4.1 All electrical installation work complies with BS 7671 18th Edition and applicable Building Regulations.

4.2 Where works extend existing circuits, our Quotation assumes the existing installation meets minimum current regulations. If remedial work is required, Calcon will issue a Variation quotation before proceeding.

4.3 All notifiable works will be notified to Building Control or self-certified under a competent person scheme. Compliance certificates are issued upon completion.

4.4 Unless in the Quotation, the following are excluded: making good of plaster/tiles/flooring; asbestos surveys or remediation; structural alterations.

## 5. Electrical Installation Condition Reports (EICRs)

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5.1 An EICR records the condition of an electrical installation at a point in time. It does not constitute a guarantee.

5.2 Where an EICR identifies C1 (Danger Present), C2 (Potentially Dangerous) or FI (Further Investigation Required) observations, the Client is strongly advised to act without delay. Calcon accepts no liability for loss arising from failure to act on EICR recommendations.

5.3 Remedial works arising from an EICR are subject to a separate quotation unless included in the original scope.

## 6. Building Services Works

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6.1 Building services works may be carried out through approved subcontractors vetted for competency and insurance, monitored by Calcon's Building Manager.

6.2 Building services works are carried out in accordance with applicable Building Regulations and industry standards.

6.3 Calcon will provide reasonable advance notice of any programme delays relating to subcontractor availability.

## 7. Facilities Management Services

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7.1 FM Services are provided under a separate FM Services Agreement or as specified in the Quotation.

7.2 Where Calcon provides planned preventative maintenance (PPM), a schedule is agreed at the outset.

7.3 Reactive maintenance response times: (a) emergency works within 4 hours; (b) urgent works within 24 hours; (c) routine works within 5 working days — unless otherwise agreed.

7.4 All FM works are documented and job completion records provided to the Client on request.

## 8. Title Retention & Risk

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8.1 Title in all Materials remains with Calcon until full payment is received.

8.2 Risk in Materials passes to the Client on delivery to site or installation, whichever is earlier.

## 9. Client Obligations

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9.1 The Client shall provide: (a) clear and safe access; (b) accurate information about the property and existing installations; (c) details of any known hazards including asbestos or structural issues.

9.2 The Client is responsible for obtaining any necessary permissions, planning consents or landlord approvals.

9.3 Where the Client fails to provide access on an agreed date, Calcon reserves the right to charge a reasonable abortive visit fee.

## 10. Variations

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10.1 Any Variation must be agreed in writing before varied works proceed. Calcon will issue a written Variation order setting out the additional cost and revised programme.

10.2 Where urgent works cannot await written authorisation, Calcon may proceed with verbal agreement, provided written confirmation is issued within 2 business days.

## **11. Completion, Defects & Warranty**

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11.1 Works are deemed complete upon Calcon's notification. The Client shall inspect within 5 business days and notify Calcon in writing of any defects. Failure to notify constitutes acceptance.

11.2 Calcon provides a 12-month workmanship warranty from the date of completion covering defects arising from Calcon's workmanship.

11.3 The warranty does not apply where the Client or a third party has modified the Works, or where payment has not been made in full.

## **12. Limitation of Liability**

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12.1 Calcon's total liability shall not exceed 125% of the total contract value.

12.2 Calcon is not liable for indirect, consequential or special loss including loss of profit, revenue, business or damage to reputation.

12.3 Nothing limits Calcon's liability for death or personal injury caused by negligence, or fraud.

12.4 Insurance: Public Liability £5m, Employers' Liability £10m, Professional Indemnity £1m. Certificates available on request from [sales@calconprojectslimited.com](mailto:sales@calconprojectslimited.com).

## **13. Health & Safety**

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13.1 Calcon operates a full H&S Management System compliant with the Health and Safety at Work etc. Act 1974 and CDM Regulations 2015.

13.2 Calcon holds CHAS Elite, NICEIC, TrustMark and CPA accreditations.

13.3 Site-specific risk assessments and Method Statements (RAMS) are prepared for all Works.

## **14. Data Protection**

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14.1 Calcon processes personal data in accordance with UK GDPR and the Data Protection Act 2018. Full details are in our Data Protection Policy, available from [sales@calconprojectslimited.com](mailto:sales@calconprojectslimited.com).

## **15. Termination**

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15.1 Either party may terminate the Contract on 14 days' written notice.

15.2 Calcon may terminate immediately if the Client fails to pay within 30 days of the due date, becomes insolvent, or commits a material breach not remedied within 14 days of written notice.

15.3 On termination, the Client shall pay for all Works completed and Materials ordered up to the date of termination.

## **16. Force Majeure**

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16.1 Neither party is liable for delay or failure caused by events beyond its reasonable control including acts of God, flood, fire, epidemic, war, civil unrest or failure of utilities.

## **17. Dispute Resolution**

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17.1 Disputes shall first be referred to good faith negotiation between senior representatives within 14 days of written notice.

17.2 If unresolved, the parties may refer to mediation before commencing legal proceedings.

## **18. Governing Law**

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18.1 These Terms are governed by the law of England and Wales. The parties submit to the exclusive jurisdiction of the English Courts.

## **19. General**

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19.1 These Terms together with the Quotation constitute the entire agreement between the parties.

**Calcon Projects Limited** | t/a Calcon Projects & Facilities Management | [www.calconprojectslimited.com](http://www.calconprojectslimited.com)

19.2 No variation to these Terms is effective unless agreed in writing by an authorised Calcon representative.

19.3 Company Registration No: 10580663. VAT No: GB 278293558. Registered Address: Challenge House, Sherwood Drive, Bletchley, Milton Keynes, MK3 6DP.

19.4 All enquiries: [sales@calconprojectslimited.com](mailto:sales@calconprojectslimited.com) | T: 01908 736072 | W: [www.calconprojectslimited.com](http://www.calconprojectslimited.com).

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