

Phase 2 - Onsite Quote - Revised 31st July 2026 - Following Planning Meeting (Quote 1 - Front of House and Side Window)



Bim Afolami
Great Offley House
Kings Walden Road
Offley
Hitchin
SG5 3EA

New Secondary Glazing
Slim Double Glazing
Existing Sashes/New Sashes & Casements
Casement & Sash Window
Refurbishments

Please Note: Draught Proofing Is Now 0% VAT

Please Note: Window References Can Be Found In Elevation Photos Below;

Slim Double Glazing: Enhanced Thermal Efficiency

The top two windows on the left in the image below shows a darker appearance, which indicate enhanced thermal efficiency. You can compare this to the two lower original windows underneath them that have a lighter appearance.



Professional Service & Quality Workmanship Guaranteed

- Sash Window Preservation is a UK based company specialising in bespoke and like-for-like solutions for timber sash windows and casements.
- We take huge pride in our work, endeavouring to meeting our clients needs and confident you will experience the benefits of any works carried out.
- Our sealed units and joinery are manufactured in our sister work shops based in Norwich.
- All staff are trained employees of Sash Window Preservation; we do not use subcontractors.
- We are very proud to have many successful apprenticeships come through the company.

FROM

**Sash Window
Preservation .
Sash Window
Preservation Ltd**

1 Metcalf Close
Sweet Briar Industrial Estate
Norwich
NR3 2BP
www.sashwindowpreservation.co.uk

PHONE

[01603 908252](tel:01603908252)

COMPANY NUMBER

8208407

VAT NUMBER

141 6527 27

FOR

Bim Afolami

QUOTE NUMBER

21529

DATE

14 August 2026

EXPIRY DATE

13 September 2026 at 8:00 PM

WG1

Lower sash decayed to corners and tenon joints, with decay extending through into glazing astragals; timber soft throughout affected areas. Upper sash tenons suitable for splice repair. Replace decayed lower sash sections including affected joints and astragals on a like-for-like basis. Localised repairs required to upper sash where decay extends through. Sill generally sound; localised repair required to step detail. Localised stile and outer frame repairs required where decayed.



Draught Proofing of Venetian Sash Window

- Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder
- Draught Proofing of Centre Rail
- Cord Renewal
- Window Re-Balancing
- Improved functionality of sashes

(Please note that English Heritage findings state this system reduces airflow by 87%)

x 1

New Lower Sash

- Configuration: 6 pane
- Glass Type: 3mm DRest
- Timber: Accoya
- Finish: Primed

x 1

New Lower Sash

- Configuration: 2 pane
- Glass Type: 3mm DRest
- Timber: Accoya
- Finish: Primed

x 2

Upper Sash Tenon Repair

- Upper sash tenon repair

x 3

Window Sill Repair

- All rotten timbers to be removed from sill, treated and repaired

x 1

Frame Repairs

- Outer lining repairs

x 3

Removal and Reinstallation of Secondary Glazing

- Remove & reinstall secondary glazing

x 1

WG2

Window beyond economical repair in lower sections. Full sill replacement required together with localised frame repairs. Lower sash recommended for full like-for-like replacement due to extent of decay. Upper sash in similar condition to WG1 and suitable for refurbishment and localised repairs. Recommend replacement of complete lower sash, full sill replacement, and associated frame repairs.



Draught Proofing of Venetian Sash Window

- Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder
- Draught Proofing of Centre Rail
- Cord Renewal
- Window Re-Balancing
- Improved functionality of sashes

(Please note that English Heritage findings state this system reduces airflow by 87%)

x 1

New Lower Sash

- Configuration: 6 pane
- Glass Type: 4mm clear float
- Timber: Accoya
- Finish: Primed

x 1

New Lower Sash (Horizontal bars)

- Configuration: 2 pane
- Glass Type: 4mm clear float
- Timber: Accoya
- Finish: Primed

x 2

Window Sill Repair

- All rotten timbers to be removed from sill, treated and repaired

x 1

Upper Sash Tenon Repair

- Upper sash tenon repair

x 3

Frame Repairs

- Outer lining repairs

x 3

Removal and Reinstallation of Secondary Glazing

- Remove & reinstall secondary glazing

x 1

WF1

Sashes currently inoperable due to being painted shut. Existing glazing generally sound with panes intact. Localised sill repair required. Measured for new secondary glazing installation.



Draught Proofing of Venetian Sash Window

- Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder
- Draught Proofing of Centre Rail
- Cord Renewal
- Window Re-Balancing
- Improved functionality of sashes

(Please note that English Heritage findings state this system reduces airflow by 87%)

x 1

Window Sill Repair

- All rotten timbers to be removed from sill, treated and repaired

x 1

Secondary Glazing

- Supply And Fit
- White Aluminium
- Type: Vertically sliding x 3 sections
- No of Panels: 6
- Glass Type: 4mm Toughened

x 1

WF2

Sash currently inoperable and unable to be opened. Cracked pane noted to upper sash. Measured for replacement secondary glazing to match existing. Localised sill repairs required together with localised frame repairs where necessary.



Draught Proofing of Sash Window

- Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder
- Draught Proofing of Centre Rail
- Cord Renewal
- Window Re-Balancing
- Improved functionality of sashes

(Please note that English Heritage findings state this system reduces airflow by 86%)

x 1

Replacement Pane of Glass Glass Type: 4mm clear float	x 2
Window Sill Repair All rotten timbers to be removed from sill, treated and repaired	x 1
Frame Repairs Outer lining repairs	x 2
Secondary Glazing - Supply And Fit - White Aluminium - Type: Vertically Sliding - No of Panels: 2 - Glass Type: 4mm Toughened	x 1

WF3

Localised sill and outer lining repairs required. Existing pair of sashes appear to have been replaced previously and are not in keeping with the surrounding historic windows, although no significant decay was noted at the time of survey. Measurements are available should replacement be required in future.



Draught Proofing of Venetian Sash Window - Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder - Draught Proofing of Centre Rail - Cord Renewal - Window Re-Balancing - Improved functionality of sashes (Please note that English Heritage findings state this system reduces airflow by 87%)	x 1
Window Sill Repair All rotten timbers to be removed from sill, treated and repaired	x 2
Frame Repairs Outer lining repairs	x 3

Secondary Glazing • Supply And Fit • White Aluminium • Type: Vertically sliding x 3 sections • No of Panels: 6 • Glass Type: 4mm Toughened	X 1
WG11 Bottom sash extensively decayed and beyond economical repair, with deterioration present throughout and full-depth decay evident in areas. Existing sill has been previously filled and is no longer serviceable; replacement sill and localised frame repairs required. Top sash requires repairs. 	
Draught Proofing of Sash Window • Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder • Draught Proofing of Centre Rail • Cord Renewal • Window Re-Balancing • Improved functionality of sashes (Please note that English Heritage findings state this system reduces airflow by 86%)	X 2
Sill Replacement Required • Replacement sill in hardwood • Lower box assembly	X 2
Frame Repairs • Outer lining repairs	X 2
New Lower Sash - Left • Configuration: 6 pane • Glass Type: 3mm DRest • Timber: Accoya • Finish: Primed	X 1

WG12

Localised frame repairs required, including repairs to outer fascia linings and stile sections. Bottom sashes show evidence of decay and are approaching the point where replacement may be more appropriate than repair. Existing sill is heavily deteriorated; options include splicing a new sill nose with associated localised repairs, although full sill replacement is recommended subject to conservation approval. Top sashes require overhaul and minor remedial works.



Draught Proofing of Sash Window

- Fitting of Newly Manufactured Staff and Parting Beads Fitted with Draught Excluder
- Draught Proofing of Centre Rail
- Cord Renewal
- Window Re-Balancing
- Improved functionality of sashes

(Please note that English Heritage findings state this system reduces airflow by 86%)

x 1

New Lower Sash

- Configuration: 6 pane
- Glass Type: We will retain historic glass (as long as possible)
- Timber: Accoya
- Finish: Primed

x 1

Frame Repairs

- Outer lining repairs

x 2

Sill Replacement Required

- Replacement sill in hardwood
- Lower box assembly

x 1

WS2-WS3-WS4

Existing Windows and Proposed Drawings



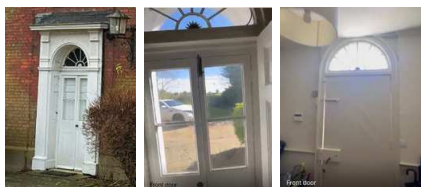
Draught Proofing of Side Hung Flush Casement Window

- Draught Proofing & fit of side hung flush casement light
- Number of Openers: 1

x 6

New Hinges Supply & fit 2 x new pair of hinges	x 3
New Vacuum 2 x Casement Lights - Supply of a newly manufactured casement light fitted into the existing frame - Timber: Accoya - Configuration: 6 by 6 Pane - Glass Type: Vacuum Glazing - Finish: Primed	x 3
Frame Repairs Outer lining repairs	x 3
Sill Nose Replacement Required Replacement sill nose in hardwood	x 3

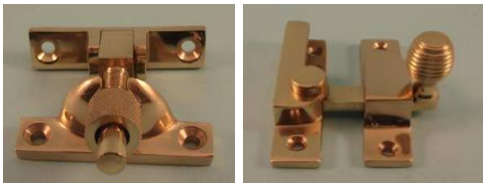
Front Door

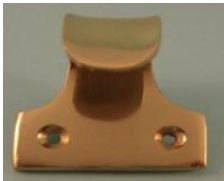


Removable Secondary Glazing Supply & fit removable arched secondary glazed Screen	x 1
Draught Proofing of French Doors - Ease & draught proofing of doors - Replacement of any perished putty	x 1

Sash Window Ironmongery

- Please refer to attached document for styles and finishes.
- Confirm your selection in the comments box below.

☒ Fastener (Tick if required) - Supply and Fit - Finish: Polished Brass / Antique Brass / Polished Chrome / Satin Chrome 	x 8
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✓ Sash Lift (Tick if required) • Supply and fit of a pair of sash lifts • Finish: Polished Brass / Antique Brass / Polished Chrome / Satin Chrome 	x 8
✓ Security Stop (Tick if required) • Supply and Fit of 1 x Sash Stop • Finish: Polished Brass / Antique Brass / Polished Chrome / Satin Chrome 	x 8
✓ Bulb End Casement Stay & Fastener • Supply and Fit • Finish: Polished Brass / Antique Brass / Polished Chrome / Satin Chrome 	x 6
✓ Casement Light/Sash Disposal (Tick if required) • We provide safe and environmentally friendly disposal of Lights/sashes • However, we recommend up-cycling of Lights/sashes where possible. Pinterest has some great ideas. 	x 15
✓ Secondary Glazing Disposal (Change quantities for amounts required) • We provide safe and environmentally friendly disposal of Secondary Glazing	x 1

Options selected	6 of 6
Subtotal	0.00
VAT 20%	0.00
Total GBP	£0.00

Accepting your Quote

I am happy to proceed:

*If you're happy to accept your quote, please accept it and someone in our office will give you a call to proceed forward.

I would like to discuss my quote before accepting:

*Either leave us a message in the "Ask a Question" box or call into the office to discuss and questions you have before accepting the quote - 01603 908252

*Note: Pressing the 'Accept' button is confirmation that you had read our Terms and Conditions attached.

Proceeding Forward

- If you would like to proceed forward with your quote, please accept it by pressing 'accept'
- Once your quote is accepted, we can arrange forwarded on an invoice for a 50% deposit.
- We ask for a 50% deposit upfront before booking you in for a full-measuring survey.
- The deposit essentially books your work out in our queuing system.
- On receipt of deposit, our Team will book you in for a full-measuring survey.
- Note: The longer the receipt of deposit, the longer the lead-time for booking in the work.

Please note: Prices may be revised if your requirements change.

Parking

Prior to our installation team arriving on site to commence with the works, we must be able to park within a safe distance of the site address for ease of unloading the van of sashes, glass, tools etc. If a parking space is available, we shall ask if you can reserve the parking space for the works. If this is not achievable, any additional charges i.e permits, parking meter charges etc, will be billable to the client.

Upon our logistics manager making contact regarding the installation date, he will ask the appropriate questions regarding the parking situation on site.

Any queries please feel free to contact us on 01603 908252 to discuss.

Time Frames

- We essentially work on a first come first served basis. At present, we base our installation dates on approx 12 - 18 weeks at the point of receipt of deposit for machine bench joinery.
- We can also undertake weekend work for smaller, more local projects with an approximate lead time of 4 - 8 weeks
- For bespoke work there is a longer lead-time. At times we can only ascertain whether work is machine or bespoke joinery at the full-measuring survey.

Deposit & Payments

- Jobs values less than £500 are expected to be paid in full before works commence.
- A 50% deposit is required for all other works before full-measuring survey.
- An interim payment of an additional 25% will be required on Day 1 of the job for any jobs above £10,000.
- Final payment is expected on immediate completion of works.

Making Payments

Card Payments:

Please leave us a convenient time for a call back to take payment.

Equally call 01603 908252

We accept all major credit and debit cards

Internet Banking:

Sash Window Preservation Ltd

SC 20-62-68

Acc 13441415

Please ensure that you use the quote number for the payment reference.

Please inform us if you have made a bank transfer.

Cheques:

Payable: Sash Window Preservation Ltd

1 Metcalfe Close

Norwich

NR3 2BP

Important Documents

 [Accoya - Benefits](#)

 [Accoya - SWP](#)

 [Ironmongery](#)

 [Pilkington Decorative](#)

 [COVID Risk Assement](#)

 [COVID19 POLICY](#)

 [FAQ s](#)

 [Terms & Conditions V.3](#)