

Project information

Reference	BFUK-SAMPLE-001
Customer	Sarah Mitchell
Email	s.mitchell@example.com
Town / postcode	Solihull, West Midlands
Project type	Single-storey rear extension
Approximate quote value	£60,000 – £90,000
Date submitted	Example only
Report date	Example only

Overall assessment

OVERALL POSITION

Generally credible quotation with clarification recommended

CLARIFICATION LEVEL

Moderate

MAIN CONCERN AREAS

Allowances, exclusions, scope wording and provisional sums

RECOMMENDED NEXT STEP

Request written clarification before committing or signing contracts

Overview

This report is an independent document review based on the information supplied by the homeowner and is intended to highlight potential commercial risks, missing items, unclear assumptions and pricing considerations before committing to building works.

Report detail

Executive summary

This quotation appears generally well structured and broadly credible for the proposed extension works, however there are several areas where additional clarification is recommended before proceeding.

The quotation includes the main construction stages and appears to reference the relevant drawings and structural information. However, a number of important items remain either allowance-based, partially defined or open to interpretation.

The overall pricing level does not immediately appear unreasonable for the project type and approximate size described. The primary concern is not necessarily the base contract value itself, but the potential for additional costs arising from unclear scope definitions and provisional allowances during construction.

At this stage, we would recommend obtaining written clarification on the highlighted items before committing to the works or signing any contract documentation.

Scope of works

Positive observations

- The quotation appears professionally presented and reasonably organised.
- Structural works and primary construction stages have been identified.
- References to drawings and supporting information are included.
- Some breakdown has been provided between labour and materials.
- The builder appears to have considered the sequence of major construction stages.

Areas requiring clarification

- Decoration and final finish responsibilities are not clearly defined.
- It is unclear whether flooring finishes are fully included.
- External drainage connections require confirmation.
- Kitchen installation responsibilities should be clarified.
- Waste removal and skip arrangements are not specifically detailed.
- Some wording remains broad and open to interpretation.

Provisional sums and allowances

The quotation contains several provisional sums and allowance-based items.

These should be reviewed carefully, as they can lead to additional costs during the build if final specifications differ from the original assumptions.

The following areas should be clarified further:

- Kitchen allowance
- Electrical fittings allowance
- Bathroom sanitaryware allowance
- Landscaping and patio works
- Flooring finishes

Where possible, fixed-cost specifications generally provide greater certainty than provisional allowances.

Programme and build assumptions

The quotation does not clearly confirm:

- Estimated project duration
- Anticipated start date
- Working hour assumptions
- Material lead times
- Access limitations
- Weather delay assumptions

We would recommend requesting a simple written programme outlining anticipated timelines and key construction stages before works commence.

Contract and commercial observations

The quotation should ideally be accompanied by a written contract or agreed terms document clearly confirming:

- Payment schedule
- Variations process
- Responsibility for unforeseen works
- Programme expectations
- Insurance responsibilities
- Defects liability arrangements

This helps reduce ambiguity and protects both parties during the project.

Overall assessment

Overall, this quotation appears broadly credible and reasonably aligned with the proposed scope of works, however additional clarification is recommended before commitment.

The key commercial risks relate primarily to allowances, exclusions and partially defined items rather than obvious pricing abnormalities.

A revised quotation or supplementary clarification document would improve transparency considerably before proceeding.

Key risks identified

- Multiple allowance-based items may lead to additional costs
- Scope wording remains broad in some areas
- Decoration and finishes not fully defined
- External works responsibilities unclear
- Programme assumptions not confirmed
- Waste removal arrangements not specifically detailed

Missing or unclear items

- Building control fee confirmation
- Structural engineer revision allowance
- Final electrical fittings specification
- Decoration scope
- Flooring finish inclusion
- External drainage confirmation
- Patio and landscaping making good
- Waste removal responsibilities
- Kitchen installation scope

Questions to raise with the builder

1. Can you confirm exactly what is included within the quoted scope of works?
2. Which items are provisional sums or estimated allowances?

3. Are decoration works fully included within the contract value?
4. Are building control fees included?
5. What electrical fittings are included within the allowance?
6. Is waste removal and skip hire fully included?
7. Can you clarify responsibility for kitchen supply and installation?
8. Are there any exclusions not specifically listed within the quotation?
9. Can you provide an estimated programme and anticipated project duration?
10. Which items are most likely to change in value during the build?

Overall pricing position

Based on the information provided, the quotation does not immediately appear abnormally low or excessively high for the stated project type and approximate value range.

However, the presence of multiple allowance-based items means the final project cost could increase if specifications or assumptions change during construction.

The quotation would benefit from clearer definition of inclusions, exclusions and fixed specifications before commitment.