

To: [Quantity surveyor / Architect]
Attention: [Name]

Re: Residential townhouses (11 units) — Waterproofing bill — Document corrections schedule

We have checked the draft tender documents for the waterproofing bill and list below the corrections and clarifications recommended before the tender is issued. Each item gives the document reference where the issue was found.

NO.	AREA	CORRECTION NEEDED	DOCUMENT REFERENCE
C-01	Wet areas	Re-measure wall waterproofing in shower zones and around built-in baths to the required height (currently 300 mm).	Take-off 'Wall' rows; drawings first-floor plans
C-02	Balconies	Add a measured item for the balcony waterproofing coating shown in the sections.	Sections A-A, B-B
C-03	Roofs	Add enumerated items for 38 roof outlets and 11 skylight upstands, with terminations.	Roof plans
C-04	Description	Change bath description to built-in to match the drawings, or confirm freestanding.	BOQ C1.5; first-floor plans
C-05	Summary	Correct VAT to 14%, and state whether quantities include 5% wastage.	Summary sheet

Please let us know if you would like any item discussed before issue.

Yours faithfully,

TenderScope review team
Contractor Training Pro