


## Request for Quotation (RFQ)

<b>Title of the service required</b>	Roof Top Gardening Work
<b>Brief explanation of the product/service required</b>	Required Roof top garden comprises of 600 sq. ft area with complete UV net covering and gardening set up in Government School, Arumbakkam.
<b>Specification of the product/type of service</b>	<ol style="list-style-type: none"> <li>1. Construction of UV net structure covering 600 sq.ft top area and 1000 sq.ft wall area.</li> <li>2. Installation of 12 MS Poles</li> <li>3. Connecting MS beams of 120ft total length</li> <li>4. MS Section : 40*40*5 mm square tube for columns and beams</li> <li>5. Green UV net covering (top + side walls)</li> </ol>
<b>Quantity</b>	1 = Complete Roof top Garden Structure (600 sq. ft)
<b>Additional details if required (Drawings / Writeup etc)</b>	
<b>Submission Requirements</b>	<ol style="list-style-type: none"> <li>1. Detailed quotation with material and labour break up</li> <li>2. Timeline for work completion</li> <li>3. Warranty Details for MS structure and UV net = 2 years (if applicable)</li> <li>4. Vendor takes full responsibility of manufacturing, delivering and installation of the products at TIDE specified location</li> </ol>

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	<p>without any damage and contingencies.</p> <p>5. Materials of superior quality to be used in the work.</p> <p>6. Damaged Products will not be accepted, Vendor is responsible in replacing it with new products within 3 working days.</p>
<b>Shipping/Service address</b>	<p>Government Higher Secondary School,</p> <p>3688+84Q, M.G.R.Street, P Block, MMDA Colony, Arumbakkam, Chennai, Tamil Nadu 600106.</p>
<b>Deadline for receiving the quotation (mail or hard copy as stated in terms below)</b>	<p>29-11-2025</p>

## Evaluation Criteria

All submitted quotations will be evaluated based on the following criteria

### **1. Technical Compliance (40%)**

- a. Adherence to the required specifications
- b. Quality of materials and build
- c. Safety features
- d. Warranty period
- e. Availability of installation and training support

### **2. Financial Proposal (30%)**

- a. Total cost (inclusive of taxes and delivery)
- b. Cost-effectiveness in comparison to other bids
- c. Transparency of pricing (no hidden charges)

### **3. Vendor experience and Capability (15%)**

- a. Experience in supplying similar equipment
- b. Past performance with government/NGO/municipal clients
- c. Technical expertise and competent service team

### **4. After-Sales Service & Support (10%)**

- a. Availability of service centre or on-site support
- b. Response time for maintenance
- c. AMC (Annual Maintenance Contract) options

### **5. Delivery Timeline (5%)**

- a. Ability to deliver and install within the required timeframe

## Payment Terms

### **1. Advance Payment (50%)**

- a. 50% of the total contract value will be released as advance
- b. Only upon submission of a Bank guarantee or a Security Cheque equivalent to the advance amount.

### **2. Delivery Payment (30%)**

- a. 30% will be released after successful delivery of the work at the designated site.
- b. Subject to verification of condition and conformity with specifications.

### **3. Installation Payment (20%)**

- a. 20% will be released after successful installation, testing and demonstration of the machine's full functionality.

## **Required documents**

- Tax invoice
- Delivery challan
- Installation & Commissioning pictures
- Warranty certificate

## **Payment Method**

Payment will be made through bank transfer to the vendor's registered bank account.

## Submission Method

### **Submission of quotes**

All quotations must be submitted electronically to the designated email: [procurement@tide-india.org](mailto:procurement@tide-india.org) with subject line "Quotation for Roof Top Garden work"

Submission must include the technical proposal, financial proposal, and all required supporting documents. Late submissions will not be considered.

### **Deadline for submission**

All quotation must be submitted on or before 29-11-2025

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## Queries and Clarifications

Vendors may submit any questions or clarification requests to: [info@tide-india.org](mailto:info@tide-india.org). All queries must be sent on or before 29-11-2025