



INDIA TECHNICAL RESOURCE SERIES / 03

Project Procurement

Campus and public-sector tender readiness

01 / HOW TO USE THIS GUIDE

A better tender starts with a better brief.

This pack gives project teams a practical starting structure before a product model, pricing or procurement commitment is established. Use it with current drawings and your appointed Indian professionals.

01

Confirm the application

Identify the users, expected operating conditions, site, city/state and capacity before selecting products.

02

Select a product pathway

Compare relevant systems using actual intended use, interfaces and available model-specific evidence.

03

Separate local works

Show engineering, civil works, electrical connections, permits, installation and acceptance outside Apollo supply.

04

Issue an RFQ-ready schedule

Record quantities and required documents only when supported by the project brief; use Apollo's online unpriced BOQ centre.

KEY PRINCIPLE

Technical resource only. Not an approved specification, installed-price quotation or certification of compliance.

02 / KEY TECHNICAL DECISIONS

Procure by scope and evidence.

Four early decisions that have the largest effect on product fit, project packaging and avoidable variation.

01

Issue a consistent brief

State project use, institution/department, city and state, target schedule, capacity, tender reference, drawings and mandatory standards.

02

Divide the BOQ by responsibility

Keep Apollo product supply separate from design, site/civil works, erection, electrical interfaces and approval or testing by local professionals.

03

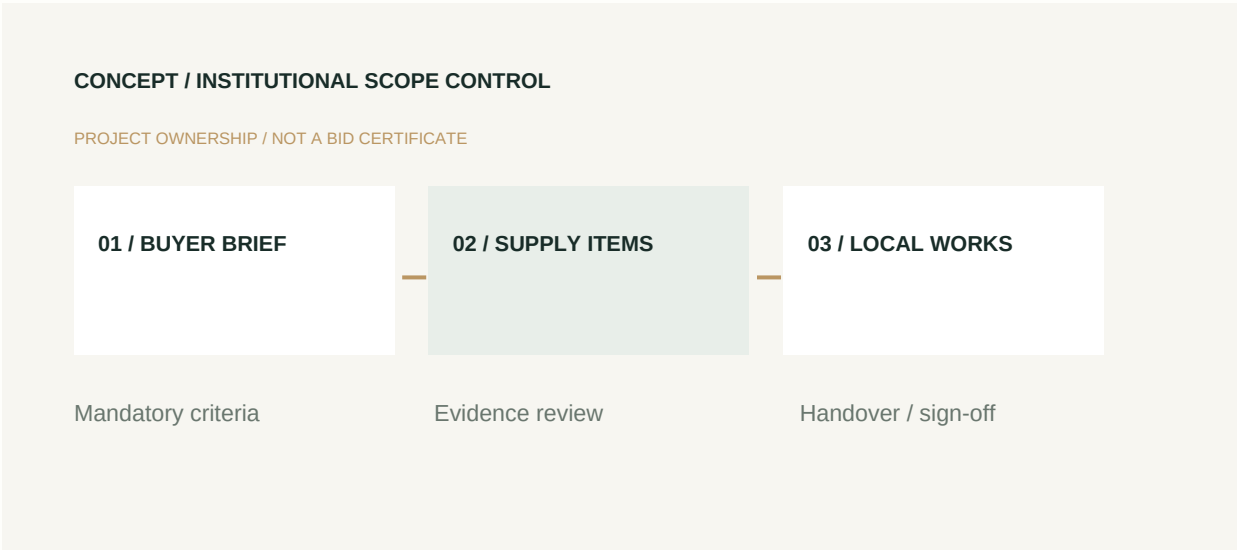
Request current evidence

For each selected model ask for relevant available drawings, material/test documents, installation/maintenance instructions and origin or import evidence only if procurement requires it.

04

Protect tender comparability

Record inclusions, exclusions, alternates, quantities, packing, freight handover, inspection and after-sales responsibilities for each supplier line.



03 / UNPRICED SCOPE FRAMEWORK

Equipment and responsibilities.

Use this matrix to start the bill of quantities. Product supply and local project work must be distinguished before quotations or tender submissions.

#	Item / system	Review owner	Required evidence
01	Large-span frame / building package	APOLLO SUPPLY REVIEW	Chosen concept, available manufacturing/shop drawing scope
02	Roof envelope, cladding and drainage interface	APOLLO SUPPLY REVIEW	Selected material, cladding and maintenance details
03	Indoor sports flooring system	APOLLO SUPPLY REVIEW	Surface specification and available model-specific performance reports
04	Basketball goals/backstops or other court equipment	APOLLO SUPPLY REVIEW	Equipment model drawings and maintenance information
05	Fixed, mobile or retractable spectator seating	APOLLO SUPPLY REVIEW	Seating configuration and structural/equipment data
06	Scoreboards, shot clocks and sports displays	APOLLO SUPPLY REVIEW	System datasheets and control/interface schedule
07	Sports cameras, video and performance technology	APOLLO SUPPLY REVIEW	Selected camera/equipment and network requirements
08	Indoor sports and spectator lighting	APOLLO SUPPLY REVIEW	Current luminaire photometrics and electrical data if available

PROJECT-SPECIFIC QUANTITIES

Leave line-item quantities blank until dimensions and drawings are confirmed. The online Tender Centre can generate a fuller, editable CSV with selected optional equipment.

04 / DOCUMENT REGISTER

Documents worth requesting.

Evidence must be current, applicable to the proposed model and independently reviewed where required. A document checklist is not a claim of existing certification.

FROM THE PROJECT TEAM	FROM THE PRODUCT REVIEW
01 Architectural plans and sport/court schedule	01 Proposed system and equipment matrix
02 Clear span, height and occupancy requirements	02 Selected model dimensions and available technical data
03 Indian site design criteria or consultant RFP	03 Available relevant test/standard documentation only where verified
04 Existing base/services and site photos	04 Packing, installation and service interfaces
05 Spectator capacity and equipment wish list	

RESPONSIBILITY CHECK / BEFORE FINAL RFQ

Institution / procurement officer	Unpriced technical BOQ, procurement stage, mandatory conditions, bid timetable and internal review/acceptance controls.
Project engineer / consultant	Exact technical criteria, local design approval, bid compliance review and all statutory/installation requirements.
Apollo supply coordination	Requested system alternatives, product evidence gaps, quote assumptions, available production and destination freight details.

Do not claim approval, compliance, certification or guaranteed performance without evidence for the exact selected item and project.

05 / TENDER TO QUOTATION

The pathway to an actionable RFQ.

Use the India Specification & Tender Centre to select equipment lines, add project context and prepare an unpriced downloadable schedule before requesting a confirmed supply quotation.

01 Prepare the site brief

Send city/state, project programme, use, dimensions, site drawings and the appointed professional team's requirements.

02 Build the unpriced schedule

Select the relevant cricket, sports hall or architectural louvre module; distinguish product supply from local works.

03 Request an Apollo review

Submit the existing enquiry form. Apollo evaluates feasible products and current technical evidence and confirms a specific supply scope.

04 Attach project documents

After the enquiry reference is issued, use the secure project upload service to submit drawings, BOQ/RFP documents and photographs.

START YOUR PROJECT BRIEF

Open India Tender Centre / Sports hall & arena

<https://apollonsglobal.com/global-projects/india/specification-tender-centre?module=sports-hall>