



IISJ/ADMIN/RFQ/046/2025-26

Date: 17/03/2026

Letter of Enquiry

Supply and Installation of Corrugated Galvanized Metal Sheet Roofing

International Indian School Al Jubail invites qualified subcontractors/suppliers to submit quotations for the **Supply and Installation of Corrugated Galvanized Metal Sheet Roofing** as per the details below:

1. Supply and installation of **corrugated galvanized metal sheets with 0.5 mm thickness** for an approximate area of **400.00 square meters**.
2. Installation shall be carried out on the **existing roof structure**.
3. Subcontractors must include **all accessories, screws, fasteners, sealants, tools, equipment, and consumables** required for complete installation in their quotation.
4. The roofing sheets must be **corrosion-resistant, lightweight, durable, and suitable for residential roofs, commercial warehouses, and sheds**.
5. Suppliers/Vendors must **verify site conditions and scope of work** prior to submitting the **quotation**.

1. Completion Period

The entire work including **supply of materials and installation** must be completed within **10 working days** from the date of work order or site mobilization.

2. Workforce & Compliance Requirements

1. All work must be carried out by **company workers with valid Iqama and insurance**.
2. **Third-party workers must have valid authorization** to work under the subcontractor's company.
3. An **experienced Manager/Supervisor** must be present at the site at all times during execution.

3. Work Execution Requirements

1. All work stages must be **inspected and approved before proceeding to the next stage**.
2. A **Method Statement** must be submitted and approved prior to commencement of work.
3. All materials used must be of **standard quality and comply with applicable standards**.
4. **Material Test Certificates (MTC)** must be submitted along with the invoice.





4. Testing & Quality Assurance

1. A **water test will be conducted after installation** to ensure that there is **no roof leakage**.
2. If any leakage is observed, the subcontractor must **rectify or redo the work free of cost** until the roof is leak-proof.

5. Warranty

The subcontractor shall provide a **minimum 5-year warranty** covering **materials, workmanship, and leakage during rainfall**.

6. General Terms & Conditions

Site Inspection

- Subcontractors must **visit and inspect the site before submitting their quotation** to understand actual site conditions.

Personal Protective Equipment (PPE)

- All personnel must **wear appropriate PPE at all times** during work.

Safe Work Practices

- All work must be performed in accordance with **approved safety procedures and industry standards**.

Unsafe Acts & Idle Time

- Any **unsafe act will result in immediate stoppage of work**.
- Claims for **idle manpower due to unsafe working conditions will not be accepted**.

Property Damage

- The subcontractor shall be **fully responsible for repairing any damage to client property caused by their negligence**.
- The client reserves the right to **recover repair costs** if the subcontractor fails to rectify the damage.





Work Schedule

- Prior to mobilization, the subcontractor must **submit a detailed work schedule for approval**.
- **Work shall not commence until the schedule is approved by the client.**

7. Quotation Submission Format

Description	Quantity	Unit	Unit Price	Total Price
Supply & Installation of Corrugated Galvanized Metal Sheet (0.5 mm)	400	Sq. m		

Total Amount: _____

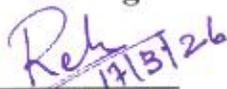
8. Payment Terms

50% of the total contract amount will be paid as **advance** after issuance of the **work order**. The remaining 50% will be paid after completion of the work and submission of the **original invoice**, subject to inspection and **approval** by the school administration.

GENERAL NOTES:

1. Quotation should reach the administration section during office hours (7:30 am to 2:30 pm *Sunday to Thursday & 8:30 am to 11:30 am - Saturday*) on or before 23/03/2026.
2. Quotation should be addressed in the name of Principal, IISJ.
3. *For more details and any clarification please contact, Mob – 0555021095 / 0507244416*

Thanks & Regards


ADMIN OFFICER(I)
IIS JUBAIL, KSA

