"What Do We Need to Quote Your Project?"

Recommended Duration: 60–90 seconds

Purpose

This video should make it easier for potential clients to understand what information TMS Solutions needs before discussing or quoting a project.

The objective is not to make the process appear complicated. Instead, the video should show clients that providing the right information at the beginning helps TMS understand the requirement, assess the application and determine the appropriate way to approach the project.

The video should also reassure clients that they do not need to know everything before contacting TMS.

THE KEY MESSAGE IS

> **Tell us what you are trying to achieve. We can help you work through the project requirements.**

Part 1 — Visual Direction, On-Screen Text & Voice Over

Opening — Start With the Project

VISUAL DIRECTION

- Open with a finished TMS project
- Then cut rapidly between:
- Finished architectural work
- Drawings
- Measurements
- Materials
- CNC manufacturing
- Fabrication
- Installation
- The viewer should immediately understand that a successful project begins with the right information

ON-SCREEN TEXT

WHAT DO WE NEED TO QUOTE YOUR PROJECT?
START WITH THE REQUIREMENT

VOICE OVER

> *"Every project is different. To understand what you need, we need to understand the project first."*

01 — What Are You Building or Modifying?

VISUAL DIRECTION

- Show different building environments and completed TMS work
- Commercial buildings

- Retail
- Corporate environments
- Architectural façades
- Interior architectural features

ON-SCREEN TEXT

01 — PROJECT TYPE
NEW BUILD | RENOVATION | EXISTING BUILDING | COMMERCIAL PROJECT

VOICE OVER

> *"Start by telling us what the project is, where it is, and what you are trying to achieve."*

INTERVIEW PROMPT

> *"What should a client tell TMS about their project when they first make contact?"*

02 — What Do You Need?

VISUAL DIRECTION

- Show examples of different TMS applications
- Cladding
- Louvres
- Feature walls
- Ceilings
- Fascias
- Soffits
- Custom architectural elements

ON-SCREEN TEXT

02 — WHAT DO YOU NEED?
CLADDING | LOUVRES | FEATURE WALLS | CEILINGS | FASCIAS | SOFFITS

VOICE OVER

> *"Tell us what you need manufactured or installed, and where it will be used."*

03 — Drawings & Design Information

VISUAL DIRECTION

- Architectural drawings
- CAD drawings
- Dimensions
- Technical drawings
- Drawings being reviewed on screen
- Project details being checked

- Transition from drawing to the actual manufactured component

ON-SCREEN TEXT

03 — DRAWINGS & DESIGN
DRAWINGS | CAD FILES | DETAILS | REFERENCES

VOICE OVER

> *"If you have architectural or technical drawings, send them through. Drawings help us understand the design, dimensions and requirements of the project."*

04 — Dimensions

VISUAL DIRECTION

- Show a technician measuring a component or reviewing dimensions on a drawing
- Use clean graphical overlays showing: LENGTH | WIDTH | HEIGHT
- Where appropriate, show the relationship between the drawing and manufactured component

ON-SCREEN TEXT

04 — DIMENSIONS
LENGTH | WIDTH | HEIGHT | QUANTITY

VOICE OVER

> *"Dimensions are important. Where measurements are available, include the relevant sizes and quantities."*

05 — Material & Finish

VISUAL DIRECTION

- Show material being handled and different finished architectural surfaces
- Aluminium
- Aluminium composite panels
- Profiles
- Finished panels
- Architectural details

Do not display specific thicknesses or technical specifications unless they have been confirmed for the particular project.

ON-SCREEN TEXT

05 — MATERIAL & FINISH
MATERIAL | COLOUR | FINISH

VOICE OVER

> *"If you already know the material, colour or finish you require, include that information with your enquiry."*

06 — Quantity

VISUAL DIRECTION

- Show multiple manufactured components being prepared for a project
- Then show components being packaged or prepared for installation

ON-SCREEN TEXT

06 — QUANTITY
HOW MANY?

VOICE OVER

> *"Let us know how many components or how much of the required solution you need."*

07 — Project Location

VISUAL DIRECTION

- DRAWING → FACTORY → DELIVERY → SITE
- Then show a TMS installation team working on site

ON-SCREEN TEXT

07 — PROJECT LOCATION
WHERE IS THE PROJECT?

VOICE OVER

> *"The project location is also important, particularly where installation or site work is required."*

08 — Installation Requirements

VISUAL DIRECTION

- Show TMS installation footage
- Components being positioned
- Installation work
- Measuring/checking
- Finished installation

ON-SCREEN TEXT

08 — INSTALLATION
MANUFACTURE ONLY? OR MANUFACTURE + INSTALLATION?

VOICE OVER

> *"Let us know whether you require manufacturing only, or whether the project also requires installation."*

09 — Photos & References

VISUAL DIRECTION

- Show a client sending project photographs from a phone, followed by TMS staff reviewing the information
- Then show the corresponding finished installation

ON-SCREEN TEXT

09 — PHOTOS & REFERENCES
PHOTOS HELP

VOICE OVER

> *"If you don't have complete drawings, photographs, reference images or other project information can also help us understand what you are looking for."*

10 — Project Timeframe

VISUAL DIRECTION

- Show project planning, drawings, manufacturing and installation moving through a visual sequence

ON-SCREEN TEXT

10 — TIMEFRAME
WHEN DO YOU NEED IT?

VOICE OVER

> *"If there is a required project or installation date, let us know that as well."*

If You Don't Have Everything

This section is important because the video should not discourage potential clients who do not have a complete technical specification.

VISUAL DIRECTION

Show someone reviewing a drawing, followed by TMS personnel discussing the requirement.

ON-SCREEN TEXT

DON'T HAVE EVERYTHING YET?
THAT'S OK.

VOICE OVER

> *"And if you don't have all the technical information yet, that's okay. Start with what you have and tell us what you are trying to achieve."*

What to Send TMS

VISUAL DIRECTION

Create a clean checklist animation.

ON-SCREEN TEXT

PROJECT
PRODUCT / APPLICATION
DIMENSIONS
MATERIAL
COLOUR / FINISH
QUANTITY
DRAWINGS / CAD
PHOTOS
LOCATION
INSTALLATION REQUIREMENTS
TIMEFRAME

VOICE OVER

> *"The more information you can provide, the easier it is for us to understand the requirement and take the project forward."*

Closing

VISUAL DIRECTION

End with: CLIENT REQUIREMENT → DESIGN → MANUFACTURE → INSTALLATION → COMPLETED PROJECT. Then finish on a strong TMS project.

ON-SCREEN TEXT

HAVE A PROJECT IN MIND?
SEND US YOUR DRAWINGS, DIMENSIONS, PHOTOS AND PROJECT REQUIREMENTS.
TMS SOLUTIONS
DESIGN | MANUFACTURE | INSTALLATION

VOICE OVER

> *"Have a project in mind? Send us what you have. TMS Solutions can help you take the next step."*

Part 2 — Interview Questions

The interview should be with a TMS representative who understands the process from project enquiry through to manufacturing and installation.

Core Questions

- 1. What information do you need when a client first approaches TMS Solutions?
- 2. Why is understanding the actual project application important?
- 3. What should a client tell you about the product or solution they require?
- 4. What type of drawings or files are useful?
- 5. How important are accurate dimensions?
- 6. What material information should clients provide?
- 7. Why are colour and finish important?
- 8. Why do you need to know the quantity?
- 9. Why is the project location important?
- 10. What information do you need when installation is required?
- 11. Are photographs useful when a client does not have complete drawings?
- 12. Why is the project timeframe important?
- 13. What happens if a client does not have all the technical information?
- 14. What is the most common information clients leave out when requesting a quotation?
- 15. What should someone send TMS today if they want to start discussing a project?

Optional Technical Interview

For a more technical version, include a second interview with someone involved in design, CNC manufacturing or project coordination.

Questions

- 1. What happens after TMS receives the client's project information?
- 2. How are drawings reviewed before manufacturing?
- 3. How does the design information translate into manufacturing?
- 4. What role does CNC manufacturing play?
- 5. What information needs to be confirmed before production starts?
- 6. What checks are carried out before components leave the factory?
- 7. What happens when the project moves from manufacturing to installation?
- 8. Why is accurate information important throughout this process?

Filming Direction

The video should be highly visual and should show the information rather than simply talk about it.

Capture:

- Architectural drawings

- CAD drawings on screen
- Measurements
- Material sheets/panels
- Profiles
- CNC cutting
- Fabrication
- Quality checks
- Components being prepared
- Installation
- Finished projects

Where possible, visually connect the information to the finished product:

DRAWING → MATERIAL → CNC / FABRICATION → COMPONENT → INSTALLATION → FINISHED PROJECT

Editing Style

Keep the pace professional and informative.

Use clean animated labels for each requirement:

#	Label
01	PROJECT
02	APPLICATION
03	DRAWINGS
04	DIMENSIONS
05	MATERIAL
06	QUANTITY
07	LOCATION
08	INSTALLATION
09	PHOTOS
10	TIMEFRAME

Avoid making the video feel like a long checklist. The checklist should support the story rather than become the entire video.

Final 10-Second Checklist Frame

This can also be exported as a standalone graphic for WhatsApp and sales enquiries.

BEFORE YOU REQUEST A QUOTE

- ✓ Project type
- ✓ Required solution
- ✓ Dimensions
- ✓ Material / finish
- ✓ Quantity
- ✓ Drawings / CAD
- ✓ Photos / references
- ✓ Project location
- ✓ Installation requirement
- ✓ Required timeframe

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