

ORDERING GUIDELINES

- It is recommended that the quantity of Chequered Tiles being ordered should consider 5% wastage on site, due to varying sizes/shapes of areas where tiles are required to be fixed.
- To minimize wastage, limited number of designs should be ordered, so that unutilized tiles in one area can be used in another area.
- As the Tiles are manufactured batch wise, there may be slight differences in colour and design due to varying nature of raw materials. Hence, quantity required for a large area to be tiled should be intimated to the manufacturer in advance so that they can manufacture the complete lot in one batch and minimize variation in colour and design.

STACKING AND SHIFTING GUIDELINES

- Tiles should be unloaded separately batch-wise and placed near the area where they are required to be laid. This will result in minimum handling of material and avoid mixing of different batches of tiles and edge-breakage.
- Tiles are recommended to be unloaded on a levelled surface and area should be covered to protect the tiles from direct sunlight and dust.
- To avoid breakage during storage, tiles should be stacked in the following quantities based on the weight of the different sizes:

Size cm	Size inches	Recommended Stack Qty.
40 x 40	16 x 16	25
30 x 30	12 x 12	35
25 x 25	10 x 10	45

- While shifting tiles, they should be handled gently, and care taken that tiles do not hit each other or any other material to safeguard the edges and corners from breakage.
- For shifting of tiles to higher floors by hoist, the tiles should be placed horizontally on pallets.
- While removing tiles, complete stacks should be removed, and no tiles should be left over to prevent unnecessary wastage and damage.

INSTALLATION GUIDELINES

1. Precautions:

- It is recommended that the quantity of tiles required for every enclosed or open area should be ascertained and availability checked (Batch wise) to match with the requirement. This will help in minimising shortfall and excess/ wastage of the tiles. The use of different batches of tiles in one area may result in slight difference in colour and design.
- It is strictly advised that the tiles should be installed after the internal and external plastering. Any heavy dumping of material or mixing of mortar on freshly installed tiles will damage or spoil the surface of the tiles.
- The Tiles should be cleaned carefully from all four sides before installation to ensure fine joints.

2. Preparation:

- Base Floor should be cleaned properly by removing any loose or set mortar, unwanted material or dust from it.

- Chequered Tile Flooring work should start from the one side of building compound after fixing kerbstones or any other suitable restraint, which provides a protection boundary to Chequered Tiles.

3. **Bedding of Mortar:**

- The bedding layer for laying tiles is to be prepared in cement mortar.
- It must be ensured that the base is well compacted and free from all unwanted matters. The surface should be rough to form a suitable key between the base and the mortar bed.
- The bedding must be levelled and laid to slight slope as desired.
- The top of the mortar should be kept rough so that cement slurry can be absorbed to form a bond between the tiles and the mortar.
- The thickness of Bedding Mortar should not be more than 2" to avoid sinking of tiles.

4. **Laying Procedure**

- The laying of Tiles should commence after the bedding has become sufficiently hard.
- Neat cement slurry should be spread over the mortar bed and tiles should be gently tapped over it, using a wooden hammer to match the top level of the adjoining tiles. The cement sand ratio in cement mortar should be as per IS specification (1:5).
- The joint shall be kept as thin as possible and in a straightline.
- After proper laying of Tiles, the extra cement slurry coming out from the joints must be cleaned thoroughly and Tiles laid should be allowed to set for about 12 Hrs. Next day the joints must be cleaned deep with wire brush and then grouting should be done.
- The joints shall be filled with cement grout of the same shade as the tile matrix colour. Grouting should be done carefully to make sure that grouting material has filled the joints.
- In case of coloured chequered tiles, grouting material should be the same colour as the tiles.
- It is strictly recommended that the no area should be left partly done, as the last row of tiles fixed will have their edges exposed, resulting in not only the edges getting damaged but also the tiles coming loose, if someone were to step on them.
- Under no circumstances should another area be taken up for tiles installation unless the area already taken in hand for installation is completed.
- If the installation area is very large where it is not possible to finish laying in one day, the final row of tiles should be protected either by putting bricks or weak mortar and next day the work should be started after proper cleaning the edge of last row of tiles.
- After fixing of tiles, the flooring must be kept moist and tiles allowed to set for at least 7 days.
- In case where the edges of tiles are exposed, (for example due to difference in floor levels) the exposed edges of Tiles should be covered with Aluminium or S. S. Angles or any other suitable material which can protect breaking of edges.