

# Building a Quote

🕒 EST. 3 MINUTE READING TIME

Once a quote has been [created](#), it opens in the quote builder - the workspace where you refine the scope *Domino* has drafted, set your pricing, and shape the finished quote. This page covers building the quote itself; [reviewing](#), [collaborating](#), and [publishing](#) is covered separately.

The screenshot shows the Domino Quote Builder interface. On the left is a sidebar with project locations: Pluto, Apollo, and Eden. The main workspace displays 'Quote #146' with the following details:

- Status: Draft
- Last Updated: Monday, 8:27pm (2 days ago) (2 edits)
- Updated By: Domino A.I.
- Output Mode: Duncan & Taylor

Below the details is a 'QUOTE SUMMARY' section with a text box containing: 'The scope of works involves the specialized handling, supply, and installation of custom-built designer cabinetry and'. There is a 'Read More' link and a checkbox 'Use A.I. to produce a summary of this section'.

The next section is 'SECTION SCOPE' for 'Kitchen Joinery and Cabinetry', also with a 'Read More' link and a checkbox 'Use A.I. to produce a summary of this section'.

At the bottom, a table shows running totals:

P & G (8.00%):	\$199.31	
Margin (10.00%):	\$249.34	
Off-sites (2.50%):	\$23.11	
Labour & Materials:	\$924.44	
Hybrids (+\$65 P & G):	\$65.00	
		<b>\$1,132.82</b>

On the right side, there is a 'Quote Builder' sidebar with options: Chat, History, Directory, Kitchen (1), and Facilitating Works (10). At the bottom right, there is a 'Publish Quote' button.

*The quote builder for a single quote.*

## The Header

The top of the page shows the quote's title (select it, or the pencil, to rename), the site address, and a status summary - the current status, when it was last changed and by whom (including where *Domino's* A.I. made the change), and any quotes this one was cloned from or into.

The running totals sit just beneath, updating live as you work, so you always know where the quote stands.

## Actions

The **Actions** menu gathers the things you can do to the quote as a whole:

- **Add Room** - add a new section to group line items under.
- **View History** - see and roll back earlier versions (see [reviewing](#)).
- **Set Quote Status** and **Edit Quote Details** - update the quote's status or its title, references, billing, and location.
- **Reset Column Widths** and **Fullscreen** - tidy up or expand your working view.
- **Clone** - take a full copy of the quote to work from.
- **Cherry Pick** - pull selected line items in from another quote.
- **Reset Quote** and the delete options - clear the quote back to a starting point. Treat these with care.

## The Line Items

The body of the quote is a table of line items, grouped into rooms (sections). For each item you can set its description, quantity, unit, and amounts, and the totals roll up automatically.

- **Reorder** items and rooms by dragging them into place.
- **Expand or collapse** rooms to focus on the part you are working on.
- **Strike off** an item to keep it on the quote but exclude it from the total - useful for work that has been cash-settled or deferred. You choose how struck-off items are labelled.
- **Minimum charges** and **volume reductions** let you handle trade minimums and bulk adjustments without hand-calculating them.
- Leave a **comment** on any line item to raise a question or note - see [collaborating](#).

## Suggestions

As you build, *Domino* offers suggestions against line items - matches from the approved pricebook and its own A.I. suggestions - so you can price consistently without hunting through rate cards. Where you want more certainty, the **research** option digs deeper into an item for you.

## Files & Media

The builder keeps the quote's files and media to hand alongside the table - the documents it was built from, photos, and any visualisations - so you can refer back to them as you work.

## Trade Breakdown

The **Trade Breakdown Preview** shows how the quote splits across the trades involved. It is a quick way to sanity-check that the work is apportioned sensibly before the quote goes out.

## Configuration

The **Configuration** section holds the levers that shape the quote's pricing - preliminaries, margins, hybrid-trade handling, off-site allowances, discounts, struck-off labelling, and the programme length in weeks. The defaults are sensible for most jobs; adjust them where a particular quote calls for it.

## Saving

There is nothing to remember to save - *Domino* records each change as you make it, and the totals and history keep up automatically. When the quote is ready to go out, head to [publishing](#).