

C&D Assembly, Inc. RFQ Checklist

FOR ALL QUOTATIONS

(additional specific requirements for turn-key and consigned quotes below)

- Part Number (Assembly Number) and Revision Level for the Work that is to be quoted.
- Quantities Required
- Required Delivery Time-frame (Include blanket or schedule information if possible)
- Special Requirements (Functional Test, Cleanliness Requirements, Etc)
- RoHS**

ADDITIONAL INFORMATION FOR COMPLETE TURN-KEY QUOTATIONS

Please provide the following for complete Turnkey requirements:

- ① BILL OF MATERIAL (B.O.M.)** – Please provide in EXCEL format if possible.

Details for all hardware / components**:

- Manufacturer
- Manufacturer's Part Number
- Brief description of part
- Quantity per assembly
- Part location(s)

** In order to minimize the impact on material lead-time and cost for difficult parts:

- Provide alternative Manufacturer(s) and P/N(s) for all parts, wherever possible.
- Indicate if component is single source, or if no cross-referenced part is allowed.

- ② ASSEMBLY PRINT / DETAILED PHOTOS**

An assembly print or other form of documentation that details the physical requirements of the assembly is required for accurate labor burden costing. If no assembly print is available, a physical sample or photo of the assembly is helpful.

- ③ GERBER DATA FILES**

If procurement of the bare circuit board is required, GERBER data files must be provided.

ADDITIONAL INFORMATION FOR CONSIGNMENT (LABOR ONLY) QUOTATIONS

Please provide the following for Consignment requirements:

- ① BILL OF MATERIAL (B.O.M.)** – Please provide in EXCEL format if possible.

Details for all hardware / components:

- Manufacturer or customer Part Number
- Part / package type
- Brief description of part
- Quantity per assembly
- Part location(s)

- ② ASSEMBLY PRINT / DETAILED PHOTOS**

An assembly print or other form of documentation that details the physical requirements of the assembly is required for accurate labor burden costing. If no assembly print is available, a physical sample or photo of the assembly is helpful.

Please send your quote requirements, attachments, and any questions to sales@cdassembly.com