Custom Steel Quote Brief

Company / Contact

- Company: _____
- Contact name: _____
- Phone: _____
- Email: _____
- Project/site address (with postcode):
  _____
- Preferred reply date: ____ / ____ / 2025

Scope summary

- Project name / reference:
  _____
- Short description (what it is, where it goes):
  _____
- Purpose (structural / architectural / access / other):
  _____
- Quantity of identical units: _____

Drawings and files

- DWG
- DXF
- STEP/IGES
- PDF for mark-up
  File names + revisions:
  _____
  Key dimensions shown? [ ] Yes [ ] No
  Units: [ ] mm [ ] inches

Materials

- Base metal: [ ] Mild steel (grade: _____) [ ] Stainless 304 [ ] Stainless 316 [ ] Aluminium 5052 [ ] Aluminium 6061 [ ] Other _____
- Section types & sizes (e.g., 50×50×3 SHS, 100×10 flat):
    1. _____ Qty: _____ Length per piece: _____ m
    2. _____ Qty: _____ Length per piece: _____ m
    3. _____ Qty: _____ Length per piece: _____ m
- Plate thicknesses: _____
- Provide mill certs? [ ] Yes [ ] No

Cutting and processing

- Cutting: [ ] Laser [ ] Plasma [ ] Saw [ ] Waterjet [ ] Router
- Ops: [ ] Mitres [ ] Coping/notching [ ] Drilling [ ] Tapping [ ] Countersink
- Folding/bending: [ ] Yes — bend notes provided on drawings [ ] No
- Edge quality/tolerances needed (if tighter than standard): _____
- Jigs/fixtures required? [ ] Yes [ ] No

Welding

- Process: [ ] MIG [ ] TIG [ ] Stick
- Material pairs (e.g., MS-MS, SS-SS): _____
- Weld size/spec (if critical): _____
- Visual finish: [ ] Grind flush visible faces [ ] Mill finish acceptable
- Standard: [ ] AS/NZS 1554.1 [ ] Other _____
- WPS/PQR required? [ ] Yes [ ] No

Quality & compliance

- QA docs: [ ] ITP [ ] MDR [ ] Traceability
- NDT: [ ] MPI [ ] UT [ ] PT [ ] None
- Tolerances beyond standard? [ ] Yes (attach) [ ] No

Finishing

- None (supply raw steel) [ ]
- **Powder coat**: Colour _____ Gloss _____ Micron _____ Prep/blast class _____
- **Hot-dip galvanising**: [ ] Yes — vent/drain holes shown on drawings [ ] Duplex coat (galv + powder)
- **Primer/paint**: Spec _____

Environment:

- Inland general
- Coastal / marine (salt exposure)
- Industrial / corrosive
- Wind/BAL rating if relevant: _____

Hardware & assembly

- Fixings supplied by fabricators? [ ] Yes [ ] No
- Fixing type/grade (e.g., SS 316, Galv): _____
- Pre-assembly required? [ ] Yes (to what level?) _____ [ ] No
- Interface parts by others? _____

Delivery and install

- Quote type: [ ] Supply-only [ ] Supply-and-install (provide both if possible)
- Site access: [ ] Ground [ ] Upper level [ ] Tight access [ ] After-hours
- Lifts/cranage: [ ] Not needed [ ] Forklift [ ] Truck crane [ ] Mobile crane
- Inductions/permits required? [ ] Yes [ ] No
- Parking/loading constraints: _____
- Desired install window: From ____ / ____ / 2025 to ____ / ____ / 2025

Pricing format requested

- Please provide:
    - **Per kg** rate and total (where suitable)
    - **Per metre** rate and total (for standard sections)
    - Hourly workshop rate (if any site/repair component)
    - Line items for **finishing** and **delivery/install**
    - Note any assumptions/exclusions

Budget guidance (optional): $_____ (helps with value-engineer options)

Lead time

- Target dispatch date: ____ / ____ / 2025
- Can partial deliveries work? [ ] Yes [ ] No

Alternates and value options

- Suggest alternates for:
    - Sections/substitutions (e.g., 4 mm → 3 mm)
      _____
    - Finishing (powder vs galvanising)
      _____
    - Assembly method/modularity
      _____

City/region (for GEO context)

- Sydney [ ] Melbourne [ ] Brisbane [ ] Perth [ ] Adelaide [ ] Canberra
- Gold Coast [ ] Sunshine Coast [ ] Newcastle [ ] Geelong [ ] Tasmania
- Other: _____

Conversion tips (leave on the doc)

- Ask for **two prices**: supply-only and supply-and-install.
- Request **both** per-kg and per-metre views where relevant, then compare totals.
- Attach **clean DWG/DXF/STEP** and mark **tolerances** and **finish** clearly.
- State environment (coastal/industrial) to get the **right coating** first time.
- Include access notes so install hours are realistic.

Copy-paste email subject

Subject: RFQ — Custom steel package — drawings attached — [City] — needed by [date]