



Electronic Technologies International, Inc.



RFQ Guideline Form

ETI _____ AC&H _____

Item	Customer Requirement (*Information Required)	Comments
1	Current supplier location (low cost region, domestic)	
2	*Quantity to quote	
3	Scheduled releases and blanket order duration	
4	*Bills of material/approved sources in Excel format	
5	*Target date for first product delivery	
6	*Schedule date for quote delivery	
7	Target pricing. Material preferred pricing	
8	Design project, prototype, or full-volume production	
9	*Full-turnkey, labor-only, or partial	
10	*PCB fabrication drawing	
11	*Gerber files/ASCII files for programming	
12	*Assembly layout drawing	
13	*Test requirement and procedure (continuity, functional)	
14	Sample or photo of assembly	
15	*Statutory/regulatory requirements (RoHS, UL, CSA, IPC, etc)	
16	*Identify custom or customer supplied parts	
17	*Clean or no clean solder	
18	Advise on existing tooling	
19	*Conformal coat	
20	Can we use our common parts: resistors, diodes, transistors, terminals, connectors, etc.	

Requested by:

Date:

Contact Information (Company, address, phone, email, contacts, etc):