

Industrial aluminium frames

Procurement checklist

Profiles, connectors and machined parts. Complete what you know; mark unknowns as TBD.

01 Project & contact

Company / buyer name	Contact name
Email	Project name / reference
Intended use (e.g. workstation, equipment frame, enclosure)	
Delivery destination (city, country / port)	Target delivery date / project stage

02 Parts list

List profiles and associated parts. Add a separate bill of materials if needed.

Part / drawing reference	Size / length / revision	Quantity	Unit

Include drawing revisions and units. Check that the parts list and drawings agree.
Useful references: section drawings, assembly sketches, photos and existing part codes.

Continued on page 2: specifications, samples and commercial scope.

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Confirm the details together before samples or production. Attach supporting sheets as needed.

03 Technical requirements

Profiles: series / slot size, alloy & temper, finish, cut lengths and tolerances

Hardware: bracket / T-nut / bolt sizes, material, finish and matching profile system

Machining: hole positions, tapping, critical dimensions and drawing revision

04 Samples, checks & packing

Sample quantities, acceptance criteria and required inspection / material documents

Packing, labels, kit grouping and any delivery restrictions

05 Commercial scope & open questions

Product supply or sourcing service? Budget / currency / trade terms, if known

Missing information or help needed

Buyer approves design, loads and suitability. Scope, costs and checks are agreed per project.