

The background of the entire page is a dark, high-contrast image. On the right side, there is a close-up of a metallic, precision-machined part, possibly a flange or a valve component, with a large central bore and several smaller holes. To the left of this part, there is a technical drawing or blueprint spread out on a surface, with a pen resting on it. The overall lighting is dramatic, with highlights on the metallic surfaces and the lines of the drawing.

ENGINEERING ENQUIRY GUIDE

Engineering RFQ Preparation Guide

A practical checklist to help engineers and procurement teams submit clear CNC machining requirements for technical review and quotation.

PRECISION. PERFORMANCE. RELIABILITY.

GULF PRECISION WORKS

Dubai & UAE-facing engineering coordination • Manufacturing operations in India

What to Include in Your RFQ

Clear project information helps the technical review focus on the component, manufacturing requirements and quotation scope.

01

Drawing or CAD File

Provide the latest drawing, model or technical file available for the component.

02

Material

State the required material grade or specification where known.

03

Quantity

Include prototype quantity, batch quantity or expected repeat requirement.

04

Critical Requirements

Identify important dimensions, tolerances, fits or functional features.

05

Finish / Post-Process

Specify surface finish, coating, treatment, deburring or assembly requirements if applicable.

06

Inspection / Documentation

Define any inspection records, reports or project documentation required with delivery.

WHY IT MATTERS

A complete RFQ reduces clarification cycles and helps align the manufacturing, quality and commercial scope before quotation.

Drawing & CAD Information

The drawing or model is the primary technical reference for component review. Use the latest revision and make critical requirements easy to identify.

Recommended information

- Part name or drawing number and revision status.
- Nominal dimensions and any critical features or datum references.
- Required tolerances or fit requirements where they differ from general drawing notes.
- Thread, bore, pocket, interface or mating details relevant to function.
- Notes for deburring, edge condition, marking or other special requirements.



FILE PREPARATION TIP

Where both a 2D drawing and 3D model are available, submit both. The drawing can define tolerances, notes and inspection requirements while the model supports geometry review. If only one is available, send the best current engineering reference and identify any information that still needs confirmation.

Material, Quantity & Finishing

These inputs help determine the manufacturing route, production planning and the scope that should be included in the quotation.

MATERIAL

State the material grade, standard or customer-specified equivalent where known. If a material is still under consideration, make that clear so the enquiry can be reviewed accordingly.

QUANTITY

Provide the immediate order quantity and, if useful, expected repeat or annual demand. Distinguish prototypes, pilot batches and repeat production requirements.

FINISH / POST-PROCESS

List any required coating, heat treatment, surface finish, polishing, deburring, marking, assembly or final-preparation requirement shown on the drawing or project specification.

Define Inspection & Documentation at RFQ

Inspection expectations should be stated before quotation so the technical and documentation scope can be reviewed with the manufacturing requirement.

CRITICAL FEATURES

Identify dimensions, fits, datums or functional features that require particular attention.

INSPECTION RECORDS

State whether dimensional records or other agreed inspection documentation are required.

MATERIAL / PROCESS DOCS

Specify any material or process documentation that should accompany the project.

TRACEABILITY

Define identification or traceability needs where they form part of the project requirement.

ACCEPTANCE CRITERIA

Include customer-specific quality notes, drawing notes or project acceptance requirements.

PACKING / RELEASE NOTES

State any project-specific release, labelling or packing documentation that should be reviewed.

IMPORTANT

Do not assume a particular inspection report, certificate or documentation package is included unless it is stated in the RFQ and agreed during technical review.

A Clear RFQ Starts the Review

Send your drawing or CAD file together with the key manufacturing, quality and commercial information available. Gulf Precision Works can then review the requirement and follow up where clarification is needed.

01

Prepare

Drawing / CAD, material, quantity and key requirements.

02

Submit

Send the project information through the website enquiry form.

03

Review

The requirement is reviewed for technical scope and clarification needs.

04

Quotation

Commercial quotation follows once the project scope is sufficiently defined.

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[SEND YOUR REQUIREMENTS](#)