



METALWORK SPECIFICATION CHECKLIST

HELPING YOU GET
ACCURATE QUOTES
FOR METAL DISPLAY
FIXTURES AND
ARCHITECTURAL
COMPONENTS

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Simple Steps to Get Started

You don't need to be an engineer to send a specification that works.

This guide highlights the key details needed to quote and manufacture your project effectively. Whether you have full CAD drawings or just a sketch, the checklist below will help keep things moving smoothly.

Area	Key Questions	<input checked="" type="checkbox"/>
Material	Is the material clearly specified (grade, thickness, finish)?	
	Is an alternative material acceptable?	
Finish	Is a surface finish specified (e.g. powder-coated, brushed steel, primed)?	
	Have you provided a sample or visual expectation if unsure?	
Tolerances	Have tolerances been included where critical?	
	Have you discussed cost-effective tolerances with the manufacturer?	
Function	Are parts moving, locking, or fitting together?	
	Will components interface with third-party parts?	
Drawing Quality	Are drawings clear, current, and dimensionally complete?	
	Are assumptions avoided and notes clearly communicated?	
Compliance	Are fire safety, hygiene, or industry-specific regulations addressed?	
	Have you included any data sheets or certifications required?	
Quantity	How many units are required?	
	Do you need samples or phased deliveries?	
Delivery	What is the required delivery date?	
	Are there any site or access restrictions (e.g. lifts, unloading, timings)?	

What to Send

Even if you can't answer every question above, that's fine.

To get started, you should include:

- A drawing, photo, sketch, or design reference
- Material and finish preference (if known)
- Quantity required
- Delivery timeline and site info (if applicable)

Tip: If you have CAD files (DXF, STEP), include them, but most manufacturers should be able to work from simpler visuals too.

Why Specifying Matters

"Years ago, our laser broke down just as we had a critical deadline to hit. We outsourced a job to the cheapest supplier, but the drawing didn't specify a finish. The parts arrived in poor condition, completely unacceptable for our standards.

The supplier simply said, "You didn't specify." We had to scrap the order and start again.

That experience taught me to always check the details and never assume. Now, at RED, we make sure to ask the right questions and clarify anything that could impact quality. You should too."

If you're not sure about every detail yet, that's okay. We're happy to help.

Email your spec or questions to:

info@red-manufacturing.co.uk

Or call us directly on:

0161 624 8201

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