UPM
UNIVERSAL PLASTIC MOLD

13245 Los Angeles St.
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UPM Injection Molding RFQ Checklist

Get a fast, accurate quote by providing the right information upfront. This checklist will help you prepare your Request for Quotation (RFQ) to ensure a successful partnership and a timely response.

Part 1: The Essentials for a Fast Budgetary Quote

Complete this section to receive an initial budgetary quote, often within 24-48 hours.

☐ 1. 3D CAD File

- The blueprint for your part. It is required for quoting.
- **Preferred Formats:** STEP (.stp), IGES (.igs), Parasolid (.x_t)
- **Notes:** *(Don't have a final CAD? Let us know. We can connect you with trusted design partners to help.)*

☐ 2. Material Specification

- Material is a primary driver of cost.
- **Specific Resin:** _____ (e.g., Polypropylene, ABS, PC/ABS)
- **Performance Requirements (if material is unknown):**
  - **Rigidity:** ☐ Rigid ☐ Semi-Flexible ☐ Flexible
  - **Environment:** ☐ UV Resistance ☐ Chemical Resistance (specify chemicals: _____)
  - **Temperature:** Max Operating Temp: _____ °F/°C Min Operating Temp: _____ °F/°C
  - **Certifications:** ☐ FDA / Food-Safe ☐ Medical Grade (USP Class VI) ☐ UL 94 Flame Rating (V-0, V-1, HB)
  - **Other:**
    _____

☐ 3. Production Quantities

- This determines mold design, material buying power, and final part price.
- **Estimated Annual Usage (EAU):** _____ parts per year
- **Initial Order Quantity / First Production Run:** _____ parts

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Part 2: Key Details for a Formal Proposal

Complete this section for a detailed, production-ready quote and to avoid delays.

☐ **4. 2D Engineering Drawing**

- Provides critical information not found in the 3D model.
- **Please specify:** Critical Dimensions & Tolerances, Material & Color Callouts, Surface Finish Requirements.

☐ **5. Color Requirements**

- **Color Name/Number:** _____ (e.g., Pantone 185C, RAL 9005)
- ☐ Match to physical sample (to be provided)
- ☐ Standard Black
- ☐ Natural / No Colorant

☐ **6. Surface Finish & Texture**

- Directly impacts mold manufacturing cost and time.
- **SPI Finish:** _____ (e.g., SPI-A2 High Polish, SPI-B1 Semi-Gloss, SPI-C3 Matte)
- **Texture:** _____ (e.g., Mold-Tech MT-11010, Light Bead Blast)
- ☐ Standard machine finish is acceptable.

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Part 3: Partnership Information for Project Success

Help us understand the full scope of your project to ensure a smooth launch.

☐ **7. Project Timelines**

- **First Article / T1 Samples Needed By:** _____ (Date)
- **Start of Mass Production:** _____ (Date)

☐ **8. Post-Processing & Assembly**

- Check all that apply to your finished product.
- ☐ Pad Printing / Labeling
- ☐ Ultrasonic Welding
- ☐ Heat Staking / Inserting
- ☐ Assembly with other components
- ☐ Special Packaging / Kitting
- **Notes:** _____

☐ **9. Target Part Price (Optional, but recommended)**

- Sharing a target helps our engineers provide Design for Manufacturability (DFM) feedback to meet your goals.
- **Target Price per Part:** $_____

Ready to submit?

Visit us at www.upminc.com to upload your files and start the process.