

Custom Trolley RFQ Checklist

Use this checklist before asking a manufacturer to quote a platform, warehouse, cage, tool, library, film and TV, or other custom metal trolley.

Project / company: _____ Date: _____

1. Application and cargo

[] What goods will the trolley move? Include photos, dimensions and whether the load is distributed, point-loaded, loose, fragile or liquid.

[] Target load capacity and the heaviest single item: _____

[] Indoor, outdoor, humid, washdown, clean area or mixed use: _____

[] Route length, floor type, thresholds, ramps, aisle width and turning space: _____

[] Manual push, pull handle, tow bar, forklift handling or another interface: _____

2. Structure and dimensions

[] Overall size: L _____ W _____ H _____ Folded / packed size: _____

[] Platform, shelf, cage, drawer, tray, divider, rail or special fixture requirement.

[] Shelf count, clear height, shelf lip, mesh opening, door, lock, handle and accessory layout.

[] Critical dimensions and assembly interfaces marked on the drawing.

[] Reference file attached: PDF / DWG / DXF / STEP / photo / sample / sketch.

3. Wheels, finish and packing

[] Wheel material and diameter preference: PU / rubber / nylon / pneumatic / other.

[] Caster layout: fixed / swivel / brake / central brake; replacement wheel requirement.

[] Material and thickness: carbon steel / stainless steel / aluminum / combined structure.

[] Finish, color, visible-surface standard, corrosion exposure and cleaning method.

[] Packing: fully assembled / semi-assembled / knock-down; carton / pallet / labels / spare parts.

4. Commercial and approval details

[] Prototype or first article needed? Yes / No Quantity: _____

[] Destination country, delivery address or shipping terms: _____

[] Required inspection records, material documents or supplier approval forms: _____

[] Target repeat-order standard, approved wheel model or previous sample reference: _____

[] Additional notes and questions: _____

Send the completed checklist with your drawing or reference photos to gao@doingmetal.com. The final quotation depends on the confirmed structure, material, quantity, finish, wheels and packing method.