VORATUS INC.

Supplier Package Readiness Checklist

Free diagnostic checklist before supplier release, tooling, build, or further prototype spend.

CHECKLIST

FILLABLE PDF

Free diagnostic tool. Live fields in Acrobat-compatible viewers.

Before supplier release, check whether the package is actually usable.
Missing CAD, drawing, BOM, RFQ, inspection, packaging, or handover details become delay, rework, quote padding, failed builds, and support problems.
Tick only what is genuinely defined, controlled, and usable by a supplier.

SUPPLIER-PACKAGE CHECKLIST

Check the package before supplier release.

This checklist reflects supplier-package gaps commonly found in practical technical reviews by Voratus. It is a triage aid, not certification. Tick only items that are clear enough for a supplier, builder, buyer, inspector, maintainer, or future handover.

PACKAGE CONTROL

- [ ] Current revision and date are shown on every released file.
- [ ] Supplier receives one controlled package, not scattered files.
- [ ] Open decisions are listed, not hidden in emails.
- [ ] Supplier outcome is stated: quote, prototype, tooling, or build.

DRAWING AND CAD DEFINITION

- [ ] CAD model, drawing, and revision status match.
- [ ] Each part has a drawing, spec, or supplier instruction.
- [ ] Views, sections, and details support manufacture and inspection.
- [ ] Units, file formats, and model/drawing precedence are defined.

DIMENSIONS AND TOLERANCES

- [ ] Critical dimensions are defined and measurable.
- [ ] Tolerances match function and process.
- [ ] Interfaces, hole patterns, fits, and datums are controlled.
- [ ] Non-critical features are not over-toleranced.

MATERIALS AND FINISHES

- [ ] Material grade or specification is stated.
- [ ] Finish, coating, heat treatment, or surface need is defined.
- [ ] Chemical, wear, temperature, and exposure risks are considered.
- [ ] Allowed substitutions are stated before quotation.

BOM AND BOUGHT-OUT PARTS

- [ ] BOM item numbers match drawings, CAD, and assemblies.
- [ ] Purchased parts list maker, part number, and revision.
- [ ] Long-lead, single-source, and obsolete items are flagged.
- [ ] Quantities, spares, alternates, and consumables are clear.

MANUFACTURING METHOD AND COST DRIVERS

- [ ] Expected process fits geometry, material, and quantity.
- [ ] Wall thickness, bend radii, machining, and weld access are checked.
- [ ] Cost-driving features are intentional, not accidental.
- [ ] Make/buy assumptions are documented before quotation.

RFQ BOUNDARIES AND SUPPLIER ASSUMPTIONS

- [ ] RFQ scope, exclusions, and assumptions are written.
- [ ] Acceptance criteria are not left to supplier interpretation.
- [ ] Supplier questions are resolved before committing money.
- [ ] Inspection, packaging, and documentation expectations are included.

ASSEMBLY, SERVICE, AND BUILD SEQUENCE

- [ ] Assembly sequence is physically possible.
- [ ] Fastener, tool, lifting, and access constraints are checked.
- [ ] Service access and replaceable parts are defined.
- [ ] Alignment, adjustment, and handling needs are addressed.

INSPECTION AND ACCEPTANCE

- [ ] Inspection points are defined for critical features.
- [ ] Test or acceptance criteria are clear and measurable.
- [ ] Pass/fail responsibility is assigned before release.
- [ ] Incoming inspection needs are stated.

PACKAGING, SHIPPING, AND HANDOVER

- [ ] Packaging protects critical surfaces, parts, and assemblies.
- [ ] Shipping, storage, and handling constraints are stated.
- [ ] Maintenance, spares, and support needs are listed.
- [ ] Handover docs support the next builder, owner, or maintainer.

READINESS COUNTER

Live count of confirmed items.

Use the count as a triage aid, not a certification score. One critical unchecked item can matter more than the total if it controls fit, material, process, inspection, packaging, or supplier scope.

CHECKED	UNCHECKED / UNCLEAR	USE
0 / 40	40 / 40	Send if gaps remain

If several items remain unchecked, save the PDF and send it to Voratus. Categories with multiple unchecked items usually need attention before supplier release.

NEXT STEP

If several items are unclear, missing, or supplier-dependent, send the completed checklist to Voratus.
Use the button where supported, or save the completed PDF and email it manually.

EMAIL COMPLETED CHECKLIST