

PROJECT INPUT CHECKLIST

Island and Wall Laboratory Bench RFQ Checklist

Collect the room, workflow, equipment, worktop, storage, utility, and installation inputs used to review a laboratory bench configuration.

Company		Project	
Contact		Date	

1. Room survey

■	Usable room dimensions, wall lengths, corners, and obstructions	
■	Doors, windows, columns, skirting, and circulation routes	
■	Existing or planned service points	
■	Installation access and floor conditions	

2. Bench arrangement

■	Island, wall, peninsula, or combined room layout	
■	Single- or double-sided work positions	
■	Reference overall lengths, depths, and heights	
■	End conditions, fillers, corners, and equipment gaps	

3. Equipment and users

■	Equipment list, footprints, service needs, and operating clearances	
■	User count, posture, knee spaces, and shared work zones	
■	Known loads requiring engineering confirmation	
■	Heat, vibration, cleaning, or maintenance considerations	

4. Worktop and wet work

■	Worktop material, thickness, edge, joint, and upstand preferences	
■	Sink, cup sink, tap, and drainage positions	
■	Openings and cut-outs	
■	Wet, dry, clean, or instrument work zones	

5. Storage and services

■	Drawers, cupboards, open bays, mobile units, and shelves	
■	Water, drainage, electrical, data, and gas positions	
■	Service spine, reagent rack, or overhead-shelf requirements	
■	Maintenance and inspection access	

6. Final quotation inputs

■	YJ inquiry-reference code if already selected	
■	Material, finish, hardware, and accessory schedule	
■	Quantity, destination, packing, and site-installation scope	
■	Required drawings, documents, standards, and tender evidence	

Planning reference only. This checklist does not establish a fixed product specification, certification, chemical-compatibility conclusion, performance guarantee, delivery commitment, or contractual scope. Final supply is governed by the approved quotation, drawings, technical confirmation, and contract.

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项目输入清单

中央实验台与边台询价清单

整理评审实验台配置所需的房间、流程、设备、台面、储物、公用工程和安装输入。

公司		项目	
联系人		日期	

1. 房间测量

☐	可用房间尺寸、墙长、转角与障碍物	
☐	门窗、柱体、踢脚、动线和通行路线	
☐	现有或计划的服务点	
☐	安装通道与地面条件	

2. 实验台布局

☐	中央台、边台、半岛台或组合式房间布局	
☐	单面或双面工作位置	
☐	总体长度、深度和高度参考	
☐	端部、收口、转角和设备空位	

3. 设备与使用人员

☐	设备清单、尺寸、服务需求和操作净空	
☐	使用人数、操作姿势、坐姿空间和共享区域	
☐	需要工程确认的已知荷载	
☐	发热、振动、清洁或维护要求	

4. 台面与湿区

☐	台面材料、厚度、边缘、拼接和挡水偏好	
☐	水槽、杯槽、水龙头和排水位置	
☐	开孔与切口	
☐	湿区、干区、洁净区或仪器工作区	

5. 储物与服务

☐	抽屉、柜体、开放位、活动柜和层架	
☐	给排水、电气、数据和气体位置	
☐	服务架、试剂架或上部层架要求	
☐	检修与检查空间	

6. 最终报价输入

☐	如已选择，请提供 YJ 询价参考代码	
☐	材料、表面处理、五金和配件清单	
☐	数量、目的地、包装及现场安装范围	
☐	所需图纸、文件、标准与投标证据	

本清单仅用于询价规划，不构成固定产品规格、认证、化学相容性结论、性能保证、交期承诺或合同范围。最终供货以批准的报价、图纸、技术确认和合同为准。

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