

PROJECT INPUT CHECKLIST

Laboratory Fume Hood RFQ Checklist

Use this checklist to separate furniture configuration from the ventilation, safety, and compliance decisions requiring responsible project review.

Company		Project	
Contact		Date	

1. Intended process

■	Tasks, substances, form, quantity, and operating frequency	
■	Normal sash use and operator positions	
■	Heat, equipment, or unusual process conditions	
■	Cleaning and maintenance approach	

2. Room and position

■	Dimensioned plan and proposed hood position	
■	Doors, windows, supply-air outlets, circulation, and access	
■	Bench-top or floor-standing arrangement	
■	Equipment and service clearances	

3. Exhaust engineering

■	Duct connection and route status	
■	Fan, control, discharge, and monitoring responsibility	
■	Room air balance and make-up air responsibility	
■	Applicable local engineering and safety criteria	

4. Enclosure configuration

■	Overall reference dimensions and opening arrangement	
■	Liner, worktop, sash, finish, and base-storage preferences	
■	Equipment inside the hood and required clearances	
■	Access panels and maintenance zones	

5. Services

■	Water, gases, electrical, data, cup sink, and drainage	
■	Fixture locations and operating side	
■	Socket and control provisions	
■	Interface responsibility at the room boundary	

6. Evidence and quotation

■	Required standards, certificates, test reports, or tender clauses	
■	Drawing and technical-submittal list	
■	Quantity, destination, schedule, and packing requirements	
■	Explicit exclusions and unresolved engineering assumptions	

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

实验室通风柜询价清单

用于区分通风柜家具配置与需要对应项目责任方评审的排风、安全和合规决定。

公司		项目	
联系人		日期	

1. 预期工艺

☐	操作任务、物质、形态、数量和使用频率	
☐	常用视窗位置与操作人员位置	
☐	热源、内部设备或特殊工艺条件	
☐	清洁与维护方式	

2. 房间与位置

☐	带尺寸的房间图和拟安装位置	
☐	门窗、送风口、动线与检修通道	
☐	台上式或落地式配置	
☐	设备与服务接口净空	

3. 排风工程

☐	风管接口与路线设计状态	
☐	风机、控制、排放和监测责任	
☐	房间风量平衡与补风责任	
☐	适用的当地工程与安全标准	

4. 柜体配置

☐	总体参考尺寸与开口形式	
☐	内衬、台面、视窗、表面处理与底柜偏好	
☐	柜内设备及所需净空	
☐	检修面板与维护空间	

5. 服务接口

☐	给水、气体、电气、数据、杯槽与排水	
☐	服务件位置与操作方向	
☐	插座与控制预留	
☐	房间边界处的接口责任	

6. 证据与报价

☐	所需标准、证书、检测报告或投标条款	
☐	图纸与技术报审清单	
☐	数量、目的地、时间计划和包装要求	
☐	明确排除项与尚未解决的工程假设	

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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