MINIMUM INFORMATION REQUIRED FOR THE BIDDING OF PIPE FABRICATION

Prepared by

Pipe Fabrication Institute Engineering Committee

All PFI Standards are advisory only. There is no agreement to adhere to any PFI Standard and their use by anyone is entirely voluntary.

Copyright by

PIPE FABRICATION INSTITUTE

Dedicated to Technical Advancements and Standardization in the Pipe Fabrication Industry
Since 1913

USA
5901 Coastal Hwy #27
Ocean City, MD. 21842

CANADA
200-3633 Blvd Des Sources
D.D.O. QC Canada H9B2K4

WEB SITE
www.pfi-institute.org

Documents
Document Sharing Hub

Full document details: PFI TB-5 2019

|Denotes Revision

MINIMUM INFORMATION REQUIRED FOR THE BIDDING OF PIPE FABRICATION

1. SCOPE

1.1 This technical bulletin provides a "check list" of information that should be considered when preparing an inquiry or request for quotation (RFQ) for pipe fabrication. Including the items applicable to a project that will permit a Pipe Fabricator to prepare the most responsive proposal to an inquiry.

1.2 The information listed in this technical bulletin is not all-inclusive, and it is the responsibility of the Fabricator and/or the Customer to identify any special or unusual requirements in the inquiry or bidding documents.

2. REQUEST FOR QUOTATION (RFQ)-COMMERCIAL INFORMATION

2.1 Quotation description

- Type of quotation request (i.e., lump sum, cost plus, unit price, or other format)

2.2 Inquiry specifics

- Price validity period
- Terms of payment
- Escalation clause, if applicable
- Buyer/fabricator material responsibility

2.3 Freight requirements

- Loading and shipping (PFI ES-37)
- Anticipated shipping dates
- Shipping address
- Shipping point (F.O.B. point, etc.)
- Type of freight carrier (motor freight, dedicated truck, rail, etc.)
- Terms (collect, prepaid & add, owner furnished, etc.)
- Tagging and marking to identify during shipping and field installation.
- Protection (rust preventative coating, pipe and flange protection devices per PFI ES-31, etc.)
- Special protection other than PFI recommendation
- Bagging, packaging and crating
- Lifting lugs

2.4 Sample copy of customer's P.O.

- Customer Terms & Conditions

3. REQUEST FOR QUOTATION (RFQ)-GENERAL INFORMATION

3.1 The purchaser should identify the type of project upon which the fabricator is being requested to bid (i.e., power generation, refinery, petrochemical, chemical processing, pulp and paper, steel mill, industrial gas, food processing, brewery, or other unnamed processes)

3.2 The purchaser should include the following:

- Bid due date and anticipated date of award.
- Submittal form (sealed bid, qty of copies, fax, electronic mail, etc.)
- Material to be owner supplied.
- Description of the piping to be fabricated (size, spool form, jacketed, Code, etc.)
- Estimated project size (number of spools, weight, diameter inches, number of drawings, etc.)
- Location of project (city, state, province, country)
- List of all documentation included with the RFQ.
- Index of drawings and specifications applicable to the RFQ, including latest issue date.
- Drawings (isometrics or others), release schedule
- Name of contact for commercial/technical clarifications complete with telephone number, fax number and E-mail address.
- Project owner if other than customer requesting quotation.
- Drawing review cycle, if applicable
- Project status reporting criteria, if applicable
- Union/non-union restrictions
- Fabrication delivery schedule (Priorities)

4. REQUEST FOR QUOTATION (RFQ)-TECHNICAL INFORMATION

4.1 Specific Codes & Standards

- Fabrication/construction code (i.e. ASME B31.1, B31.3 including category of piping, etc.)
- Other Code or Standard (other than PFI standards)
- Additional customer specifications

4.2 Engineering/Specifications & Drawings

Design engineering, project specifications, and purchaser furnished drawings should incorporate usage of the following recommended information and PFI Standards, as applicable:

- Drafting practices (PFI ES-44)

AVA Documents
Document Sharing Hub
Full document details: PFI TB-5 2019