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## QUOTATION PROCESS PROJECT OUTLINE

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At PEI, all new enclosure projects go through a series of steps in order to move from a conceptual design to the delivery of production parts. The first of those steps is the calculation of the quotation followed by activities that will ensure that what we produce is what the customer wanted. Below is a listing of those steps in the typical order they are performed:

- 1) Conceptual design and quotation calculation by PEI
- 2) Submission of quotation to customer
- 3) Purchase Order transaction
- 4) Engineering design development
- 5) Submission of assembly drawings to customer for approval
- 6) Customer approval of design
- 7) Engineering development of manufacturing details
- 8) Prototype build
- 9) Submission of prototype to customer for approval
- 10) Customer approval of prototype
- 11) Manufacture of initial production quantity

As with all processes, some projects may require additional activities or the sequence may be different than what is presented above. However, it has been our experience that to ensure project success, each of the above listed steps should take place. For this reason, we are very persistent in covering each of these steps, regardless of time constraints. While we will do everything possible to expedite a project to meet a customer's deadline, we have found that skipping even one of these steps can have detrimental effects on the project's success and ultimately lead to higher costs and extend delivery dates.

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