

RFQ & Sample Validation Checklist

A controlled buyer worksheet for optical transceiver requirements, sample approval, written quotation and repeat-order continuity.

Controlled information. Named configuration. Written quotation.

No blanket stock, compatibility, certification or warranty claim.

Exact scope is confirmed for the quoted part, host, quantity and destination.

RFQ completeness checklist

Use this sheet before asking suppliers to compare price. A complete RFQ keeps technical, commercial and evidence assumptions visible.

1. Buyer and project identity

- ☐ Company, contact name, business email and destination country
- ☐ Project name, deployment type and required delivery target
- ☐ New deployment, replacement, expansion, migration or repeat order

2. Host and reference identity

- ☐ Switch, router, server adapter or other host model
- ☐ Hardware revision, operating system or software release where relevant
- ☐ OEM reference part number and any accepted alternative
- ☐ Port type, breakout mode, FEC and DOM/DDM expectations

3. Optical and mechanical specification

- ☐ Line rate and form factor: SFP, SFP+, SFP28, QSFP+, QSFP28, QSFP56 or QSFP-DD
- ☐ Optical standard, wavelength or WDM channel
- ☐ Fibre type, connector, polarity and link distance or optical budget
- ☐ Commercial or industrial temperature grade

4. Quantity and commercial scope

- ☐ Sample quantity and expected volume quantity by exact configuration
- ☐ Coding, label, packaging or private-label requirement
- ☐ Quotation currency, Incoterm, payment route and freight destination
- ☐ Requested evidence, inspection and shipment-document scope

Sample validation plan

A sample is useful only when it represents the configuration intended for production. Agree the acceptance record before testing begins.

Control point	Record before test	Acceptance evidence
Identity	MingApex SKU, OEM reference, coding ID, label and serial/lot convention	Photograph or written identity record
Host	Exact platform, hardware and software release	Recognition result on named host
Link	Rate, fibre, connector, reach/budget, wavelength, FEC and breakout	Stable-link result and relevant diagnostics
Environment	Temperature grade and intended operating context	Documented grade and buyer validation where required
Decision	Accepted, accepted with conditions, rejected or retest required	Named approver, date and revalidation trigger

Release rule

Approval for one named host and sample does not prove universal compatibility or future-revision equivalence. A change in production source, optical design, controller, coding profile, label identity or host/software environment can trigger revalidation.

Quotation, order and repeat-order control

WRITTEN QUOTATION

Confirm exact line item, quantity, currency, price, MOQ, sample cost, Incoterm, payment, lead time, evidence scope and warranty/RMA route.

DEVIATION LIST

State every difference from the RFQ. Silence is not acceptance of an unspecified requirement.

ORDER CONFIRMATION

Tie the accepted quotation to the order reference, approved configuration and delivery destination.

PRODUCTION RELEASE

Release only after required sample, label, packaging and document approvals are recorded.

REPEAT ORDER

Reference the approved identity. Do not inherit compatibility approval after an unreviewed substitution.

Send the completed scope

Submit the platform, OEM part number, exact specification, quantity and destination at www.mingapex.com/rfq/ or email info@mingapex.com.