

# PROCEDURE INSTRUCTION RQDL-PROJECTS

Stand: 01.12.2023

## Request for Quotation:

→ by email to: [sales@pink-vak.de](mailto:sales@pink-vak.de)

## Purchase Order:

→ by email to: [sales@pink-vak.de](mailto:sales@pink-vak.de)

→ Reference PINK quotation number on the order

- Prior to the delivery of the components for cleaning, please ensure that the order is submitted to us.
- The order confirmation will be sent to you as a confirmation of receipt without a delivery date.
- For determining the outgassing rate (Spec. FU1009782 and FU1000711) we need the step files to be sent by email to [rqdl@pink-vak.de](mailto:rqdl@pink-vak.de).
- The order confirmation with delivery date will be sent to you after receipt of the parts, a positive incoming goods inspection and submission of the outgassing rates.  
(Processing time for incoming goods inspection approx. 2 weeks)
- The information on batch assignment will be issued with the residual gas analysis report after delivery.

### Purchase Orders from Customers in Europe located outside Germany:

- If the goods remain in Germany after their completion, your order is subject to tax. Note both the different delivery address and applicable VAT on your order.

### Purchase Orders from EFTA and Non-EU Countries:

- An export control of the parts takes place upon receipt of the order. Should export barriers stand in the manner of the fulfilment of the contract, due to legal regulations, the contract shall be treated as not having been concluded.
- If the goods remain in Germany after their completion, your order is subject to tax. In this case, both the different delivery address and the applicable VAT must be noted on your order.

## Supplying Components:

→ Reference PINK order number on the delivery note

→ Attach delivery note for all items (a parts list must be enclosed for assemblies)

→ The supplied components must be labelled for identification purposes.

- If the delivered parts are found to be faulty or not in accordance with specifications, we will prepare for their pickup. A return or handling fee will be charged for this service.

### Supplies by Customers from EFTA and Non-EU Countries:

- The costs incurred for import will be invoiced upon delivery.

## Pickup/Delivery:

→ Email pickup time to: [versand@pink-vak.de](mailto:versand@pink-vak.de)

- The retrieval of your parts can be arranged only after we have provided a explicit shipping advice.
- If there are any documents other than the PINK delivery note that should accompany the shipment, please send them along with your pickup notification.

### Deliveries to Customers in Europe located outside Germany:

- We require a confirmation of receipt from your freight forwarder as proof that the goods left Germany. If delivered within Germany, the service is taxable and will be invoiced accordingly.

### Deliveries to Customers from EFTA and Non-EU Countries:

- We will prepare necessary export documents, providing them to you and the contracted forwarding agent's driver. If delivered within Germany, the service is taxable and will be invoiced accordingly.

## Emails:

→ Include PINK quotation/order number in emails for any questions or concerns