



CIBSE TM31 LOGBOOK

INFORMATION REQUIRED

QUOTATION

- Specification
- Equipment schedules
- Tender / Construction Drawings
- Format: PDF, Hard Copy, Combined

DRAFT ISSUE

- Equipment tech data (make / model)
- BMS Functional Description
- Metering Information
- Builder company name
- Date of Occupation
- Deadline date

ENGINEERING QUALIFICATIONS

Chartered Engineers:

- CIBSE CEng
- CPEng. Mech MIEAust

Regionally qualifications

- Victoria (VBA)
- Queensland (RPEQ)
- NSW

PRINTING / COMBINED

- Final review completed
- Complete set of manual inserts
- Delivery contact and address

NUCLEUS: WORKFLOW

QUOTE STAGE

SUBMITTED

Request a quote by providing drawings, specifications, and equipment schedules.

QUOTED

ACCEPTED

Review and accept your quote, and upload additional files needed for production.

PROJECT STAGE

WAITING

D&A review documents and advise any additional information needed

DRAFT DUE

Our in-house Engineers prepare the documentation

DRAFT ISSUED

DRAFT documentation issued. View supporting file received and required, request updates

NEED CLARIFICATION?



Your dedicated point of contact, **Client Coordinator**, is here, ready to support and guide you on documents or details required, every step of the way.