

Organisation and contact details

Organisation or project name

Business activity

Country

City

Contact person

Mobile number with country code

Email address

Organisation type

☐ Company

☐ Establishment

☐ Government

☐ Non-profit

☐ Individual

Service requirements**Select everything that applies:**

- | | |
|---|---|
| ☐ Biometric or card doors | ☐ Time attendance |
| ☐ Vehicle gates and barriers | ☐ Visitor access or intercom |
| ☐ Integration with other systems | |

Number of doors and sites

Expected number of users

Existing system or preferred brands

Briefly describe the objective or current problem

Current systems, products or vendors

Scope and delivery

Number of sites or branches

Number of users or devices

Service location

Required start or delivery date

Project status

☐ New project

☐ Upgrade existing

☐ Resolve an issue

Accompanying services

☐ Supply

☐ Installation

☐ Configuration

☐ Training

☐ Maintenance

☐ Technical support

Additional scope details

Notes and review

Additional notes or requirements

Questions to discuss with the ROT4 team

Note: This questionnaire is used to understand the requirements and prepare an initial estimate. It is not a final quotation. The ROT4 team will discuss the details before issuing an official proposal.

Signature: _____ Date: ____ / ____ / ____