

<b>Title</b>	<b>Estimate job costs and quote to customer for industrial textile fabrication products</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>10</b>

<b>Purpose</b>	People credited with this unit standard are able to: demonstrate knowledge of an estimate, quotation and costing a product, cost a product; prepare a quote; and estimate job cost for a customer, in the industrial textile fabrication industry.
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<b>Classification</b>	Industrial Textile Fabrication > Industrial Textile Fabrication Core Skills
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 Evidence presented for assessment against this unit standard must be consistent with safe working practices and be in accordance with applicable manufacturer's information, company requirements, industry guidelines and legislative requirements. This includes the knowledge and use of suitable tools and equipment.
- 2 Legislation, regulations and/or industry standards relevant to this unit standard include but are not limited to the Health and Safety at Work Act 2015; and any subsequent amendments and replacements.
- 3 Definitions  
*Company requirements* refers to instructions to staff on policy and procedures that are available in the workplace. These requirements may include – company policies and procedures, work instructions, product quality specifications and legislative requirements.  
*Industry guidelines* refers to those practices and procedures commonly used as standard procedures to produce items of acceptable merchantable quality in the industrial textile fabrication industry such as related textbook descriptors.  
*Manufacturer's information* refers to technical information for a machine or product detailing operation; installation and servicing procedures; manufacturer instructions; technical terms and descriptions; and detailed illustrations.  
*Suitable tools and equipment* refer to industry approved tools and equipment that are recognised within the industry as being the most suited to complete the task in a professional and competent manner with due regard to safe working practices.

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## Outcomes and performance criteria

### Outcome 1

Demonstrate knowledge of an estimate, quotation and costing a product in the industrial textile industry.

#### Performance criteria

- 1.1 Factors to consider when estimating or quoting a product are described.
- Range material costs, labour charge-out rate, overheads, profit margin, GST.
- 1.2 Factors that affect profitability are described.
- Range efficiency, productivity, rework, staffing levels.
- 1.3 The difference between an estimate and a quotation is described.
- Range quote – binding contract, agreed price;  
estimate – 10-15% variation, approximate price.
- 1.4 Legal requirements when estimating and quoting are identified.
- Range fair and reasonable, not misleading, terms and conditions.

### Outcome 2

Cost a product in the industrial textile fabrication industry.

#### Performance criteria

- 2.1 Direct costs for the product are calculated.
- Range labour, materials.
- 2.2 Total overheads (production costs) are calculated.
- 2.3 Overheads are attributed to the product.

### Outcome 3

Prepare a quote in the industrial textile fabrication industry.

#### Performance criteria

- 3.1 Profit is applied to the production cost.
- 3.2 GST is calculated on the selling price.

3.3 Selling price and GST are recorded.

3.4 Quote is made out for customer.

#### Outcome 4

Estimate job cost for customer in the industrial textile fabrication industry.

#### Performance criteria

4.1 Estimated time and labour costs to complete the job are calculated.

4.2 Material required for job is estimated and cost is calculated.

4.3 Total job cost is estimated.

4.4 Estimate is given to customer and recorded.

<b>Planned review date</b>	31 December 2026
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	3 August 1995	31 December 2018
Revision	2	16 September 1997	31 December 2018
Revision	3	4 November 1997	31 December 2018
Revision	4	28 May 1998	31 December 2018
Review	5	17 August 1999	31 December 2018
Review	6	26 March 2007	31 December 2018
Review	7	27 January 2015	31 December 2023
Review	8	25 November 2021	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0014
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

#### Comments on this unit standard

Please contact Hanga-Aro-Rau – Manufacturing, Engineering, and Logistics Workforce Development Council [qualifications@hangaarorau.nz](mailto:qualifications@hangaarorau.nz) if you wish to suggest changes to the content of this unit standard.