特种纸项目询价与打样清单

从用途、纸款到成品确认

供品牌、设计、印刷包装与采购团队共用。先建立同一份材料说明，再安排样品、试印和报价。未确定的项目可注明需要建议。

01 明确项目

说明成品用途、纸张所在层及结构；例如礼盒裱面、卡盒、封套、标签或书刊。附展开图和关键折线，注明尺寸单位。分别填写试样与量产数量、目的地和期望日期。

02 指定材料

记录系列与纸款、颜色参照、表面和纹理方向。克重与实测厚度分开填写；补充平张尺寸、纸纹、使用面及单双面要求。VANGLAM Color System 40 用于选色，最终颜色以实物纸样确认。

03 验证工艺

列明设备、油墨或墨粉、图稿和后加工顺序。使用所选纸款检查细字、实地、附着、干燥、摩擦、烫金、压痕和胶黏。测试实际成品结构，并保留签认纸样、版本和结果记录。

04 确认供货与文件

按项目确认可供组合、起订量、报价条件、打样和运输安排。需要认证、再生含量或性能资料时，明确纸款、用途、市场及文件范围；材料名称或外观不能替代证明。

本清单是项目沟通工具，不是技术数据表、检测证书或供货承诺。更换纸款、工艺或成品结构后，应复核原打样结论。

方法参考：Gmund 印刷加工说明；Fedrigoni 纸张术语。供应商参数不作为齐力规格。

Specialty Paper Buyer Checklist

Define. Sample. Verify.

One brief for brands, designers, printers, converters and buyers. Align the material specification before sampling, press trials and quotation. Mark undecided items for advice.

01

Define the project

State the finished use, material layer and construction: box wrap, carton, sleeve, label or book. Add a dieline and critical folds. Specify units, trial and production quantities, destination and requested date.

02

Identify the material

Record series, grade, colour reference, surface and texture direction. List grammage and measured caliper separately, plus sheet size, grain, intended face and sidedness. Use VANGLAM Color System 40 for selection; approve colour on physical paper.

03

Verify the process

Name the press, ink or toner, artwork and finishing sequence. Trial fine type, solids, adhesion, drying, rub, foil, scores and bonding on the selected grade. Evaluate the actual finished construction and retain the signed sample, version and observations.

04

Confirm supply and evidence

Confirm available combinations, minimum order, quotation terms, sampling and shipping for the project. Identify grade, intended use, market and scope when requesting certification, recycled-content or performance documents. A name or appearance is not evidence.

A project communication checklist, not a technical data sheet, test certificate or supply promise. Reassess approval when the paper, process or finished structure changes.

Methods: Gmund processing guidance; Fedrigoni paper glossary. Their product parameters are not QiLi specifications.