



RAWNARA

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DESTINATION LANDMARKS & IMMERSIVE ART SYSTEMS

RESOURCE PACK 03 / PROCUREMENT

Fabrication, Export & Handover Schedule

Clarify what is manufactured, what is shipped, and who accepts each local installation interface.

A staged handover framework for complex architectural art. It is a draft procurement aid, not a contract or evidence of a supplier service.

INSIDE THIS RESOURCE

FACTORY QA FREIGHT INTERFACES HANDOVER

01 / COMMERCIAL SCOPE

Set boundaries before signing off artwork

A large sculpture or immersive attraction combines multiple professions, contracts and approval roles.

Apollo supply scope

Product/fabrication procurement and export coordination as defined in the agreed quotation and supply contract.

Manufacturer scope

Approved manufacture, agreed shop documentation, QA, FAT, packaging and replacement parts as contracted.

Client's local design team

Site investigation, load criteria, statutory approvals, foundations, connections, utility systems and technical acceptance.

Client's local installation team

Receiving, crane/lifting, assembly, installation, safe access, testing and commissioning as contracted.

Operations team

Maintenance plans, service access, trained operators, consumables, software support and asset records.

SCOPE PRESERVATION

Do not describe Apollo as a local installer, local project team, authority, architect or engineering signatory. Local services remain with suitably qualified appointed professionals.

02 / PRE-PRODUCTION

Drawing and sample approval points

No fabrication release should rely on an unverified rendering alone.

Design ownership and permission	Identify rights owner and permitted manufacturer/marketing usage.
Dimensioned fabrication geometry	Plans, sections, 3D model, tolerances, module breakpoints.
Connection and foundation interfaces	Loads and reactions for customer-appointed local engineers.
Material and finish approval	Samples, colour, gloss, joining method and protection details.
Lighting and motion package	Final controller, motor, wiring and safety functionality.
Factory QA / inspections	Acceptance plan, inspection hold points, nonconformance pathway.
Production issue sign-off	Named approvers and controlled revision number.

03 / FACTORY ACCEPTANCE

What to witness before packing

Use project-specific test scripts and acceptance criteria.

Geometry and tolerance checks

Record critical dimensions and intended interface fit. Retain traceable measurement sheets.

Finish and assembly inspection

Check visible joins, surface quality, colour consistency and damage before wrapping.

Electrical/control testing

Where included, witness representative scenes, controller functions, emergency/fault modes and service access.

Mock assembly / trial fit

Validate modular installation sequence and connection provisions where the agreed scope includes a factory assembly.

Photographic evidence and punch list

Create dated records of accepted items and outstanding nonconformance with closure owners.

BEFORE DEPARTURE

Approve the agreed factory acceptance record, packing plan, packing list, final technical files and export release decision before goods leave the nominated dispatch point.

04 / EXPORT & RECEIVING

Shipping plans for monumental work

Large-form architectural objects require early route and handling checks.

Piece-by-piece schedule

Module number, dimension, gross/net weight, lifting points, centre of gravity where needed.

Export protection

Protective wraps, contact surfaces, moisture control and labelled accessible spares.

Crating and loading

Container or breakbulk assumptions, handling restrictions and forklift/crane interfaces.

Receiving responsibilities

Delivery point, port/customs interface, inspection and damage reporting windows.

Installation sequence

Assembly drawings and join order for the appointed local contractor.

Replacement & damage response

Factory records, packaging evidence and traceable replacement-part identification.

05 / LOCAL HANDOVER

Responsibility and close-out matrix

Allocate each action contractually, with handover evidence and final owner.

Site surveys, ground conditions and approvals	Customer-appointed local professionals.
Structural foundations / anchors / approvals	Customer-appointed local professionals.
Factory fabrication and QA	Selected verified manufacturer per purchase contract.
International shipment / export documentation	As defined in Apollo supply contract.
Local lifting, delivery, installation	Customer-appointed local contractors.
Local power and control integration	Customer-appointed qualified local specialists.
Local testing / commissioning acceptance	Customer-appointed local operators and engineers.
Final O&M manuals and as-built information	Supplier/manufacturer and local team per written scope.
Warranty evidence, spares and claims route	Manufacturer/Apollo as defined by supply contract.

NO AUTOMATIC GUARANTEE

The responsibility matrix must be reviewed against each contract. No local regulatory, structural or artistic approval is granted by using this planning pack.