



TRANS PAK PVT. LTD.

Date: 29-05-2014

Rev. 00

Issue # 1

TPL-FM-19-01-00

Date: _____

VENDOR ASSESSMENT FORM

Supplier's Name : _____

Address: _____

Telephone & Fax #: _____

Contact Person: _____

Product/Service Range: _____

							<u>Score</u>
⇒ ISO Certified	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>			<input type="checkbox"/>
⇒ Quality Assurance System exist	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>			<input type="checkbox"/>
⇒ Credit Facility	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>			<input type="checkbox"/>
⇒ Market Reputation	Good	<input type="checkbox"/>	Fair	<input type="checkbox"/>	Bad	<input type="checkbox"/>	<input type="checkbox"/>
⇒ Electricity Power Generator Availability	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>			<input type="checkbox"/>
⇒ Lead Time	On time	<input type="checkbox"/>	Late	<input type="checkbox"/>	Very late	<input type="checkbox"/>	<input type="checkbox"/>
⇒ Competitive Price	Good	<input type="checkbox"/>	Resonable	<input type="checkbox"/>	High	<input type="checkbox"/>	<input type="checkbox"/>
⇒ Past History	Good	<input type="checkbox"/>	Fair	<input type="checkbox"/>	Poor	<input type="checkbox"/>	<input type="checkbox"/>
⇒ Response on Customer Complaints	Promptly	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Slowly	<input type="checkbox"/>	<input type="checkbox"/>
⇒ Factory / office atmosphere	Good	<input type="checkbox"/>	Fair	<input type="checkbox"/>	Poor	<input type="checkbox"/>	<input type="checkbox"/>
⇒ Production / Storage capacity	Sufficient	<input type="checkbox"/>	Average	<input type="checkbox"/>	Insufficient	<input type="checkbox"/>	<input type="checkbox"/>

Total Score = _____

Approved

Conditionally

Not Approved

Technical Director

SCORING CRITERIA:
 SUPPLIERS WITH 10 OR MORE THAN 10 SCORE ARE ACCEPTABLE. WHERE AS SUPPLIERS WITH LESS THAN 10 SCORE ARE NOT ACCEPTABLE.

Key For The Form:
 Yes = 1, No = 0.
 Good = 2, Fair = 1, Bad = 0.
 2 days = 2, 5 days = 1, 10 days = 0.
 Good = 2, Resonable = 1, High = 0.
 Promptly = 2, Normal = 1, Slowly = 0.