

VENDOR ASSESSEMENT FORM

| Assessor | | Assessee | Date | |
|----------|--------------------------------------|---|---------------------------------|-------------------------------|
| 1 | Name Of The Organisation | | | |
| 2 | Regd. Office Address | | Phone: | |
| | | | Fax: | |
| | | | Email: | |
| 3 | Factory Address | | Phone: | |
| | | | Fax: | |
| | | | Email: | |
| 4 | Contact Person | | | |
| | Name | | | |
| | Designation | | | |
| | Phone | | | |
| | Fax | | | |
| | Email | | | |
| 5 | Nature of Business | <input type="checkbox"/> Manufacturer <input type="checkbox"/> Marketing Agency | | |
| | | <input type="checkbox"/> Importer <input type="checkbox"/> Authorised Dealer | | |
| | | <input type="checkbox"/> Regd Dealer <input type="checkbox"/> Others | | |
| 6 | Type Of Industry (? Mark) | <input type="checkbox"/> Large Scale <input type="checkbox"/> Medium Scale | | |
| | | <input type="checkbox"/> Small Scale <input type="checkbox"/> Others | | |
| 7 | Constitution of The Firm (? Mark) | <input type="checkbox"/> Public Sector <input type="checkbox"/> Public Ltd | | |
| | | <input type="checkbox"/> Private Ltd <input type="checkbox"/> Partnership | | |
| | | <input type="checkbox"/> Proprietary Firm <input type="checkbox"/> Others | | |
| 8 | Cst No. | | | |
| | Vat No. | | | |
| | Excise Registration No. | | | |
| | Iec No. | | | |
| 9 | Bankers Name & Address | | | |
| 10 | Bank Swift Code | | | |
| 11 | Land & Building | Owned <input type="checkbox"/> | Leased <input type="checkbox"/> | Rent <input type="checkbox"/> |
| | Land (Area In Sq. Mtr) | | | |
| | Building (Area In Sq. Mtr) | | | |
| 12 | Organisation Structure | | | |
| | (Enclose Organisation Chart) | | | |

| | | | | |
|-------|---|---------------------|----------------|--------|
| 13 | Man Power Details | Engineers | Tech/Operators | Others |
| | Sales | | | |
| | Production | | | |
| | R&D | | | |
| | Quality | | | |
| | Others | | | |
| | Total | | | |
| 14 | Manufacturing Facilities | Capital Equipment | Test Equipment | |
| | 1 | | | |
| | 2 | | | |
| | 3 | | | |
| | 4 | | | |
| | 5 | | | |
| 15 | Quality Certifications | | | |
| | | | | |
| | | | | |
| 16 | Products Manufactured Or Sold Last Year | Product Description | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 17 | Major Customers List | Product Supplied | | |
| | Name Of Customer | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| DATE | Signature | | | |
| PLACE | Name | | | |
| | Designation | | | |