

SUPPLIER ASSESSMENT QUESTIONNAIRE

Company Name:	Address:		
Contact Name:	Title:		
<i>Please answer the following questions carefully. Failure to provide adequate information will influence our decision to place a purchase order.</i>			
		YES	NO
1	Does your company operate in accordance with a document management system?		
	If YES - is the system accredited to BS EN ISO9001?		
	If YES please provide the following details and then goto section 3: Certificate number: _____ Expiry date (if applicable): _____ Accreditation body (eg Lloyds): _____ If NO please answer questions in section 2		
2	Is it your intention to obtain certification to BS EN ISO9001?		
	If NO how do you control the quality of your products or services. For example do you:		
	• inspect and test your product and or service for compliance to customer requirements?		
	• have written instructions for your critical processes?		
	• ensure your inspection, measuring and test equipment is maintained for accuracy?		
	• ensure you have controls to your suppliers of products and / or services		
	and allocation of resources in terms of materials, labour, _____?		
	of your products or services?		
	of your products or services?		
	inputs and outputs,		