

1 - ABOUT THE COMPANY

Company Name:

Address

City State/Province Zip Code

Country

Phone Number Fax Number

email Website

2 - KEY PEOPLE & CONTACTS

MANAGER

Mr Ms

Name

Surname

Phone

Fax

email

QUALITY

Mr Ms

Name

Surname

Phone

Fax

email

ACCOUNTING

Mr Ms

Name

Surname

Phone

Fax

email

LOGISTICS

Mr Ms

Name

Surname

Phone

Fax

email

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3 - YOUR BUSINESS

Supplier Survey

- Pneumatics Electrical Automation/Controls Bearings/Drives
- Hydraulics Raw Materials Janitorial Office Supplies

Main Activities
And/Or Products

CREDIT TERMS

Terms

High Limit

- Credit Card SWIFT Draft

SURVEY APPROVAL

Company

Date

Name

Position

4 - CORPORATE FEATURES

Date of Creation

Number of Employees

What are your standard delivery time guarantees?

Tennessee Rand requires ≥ 95% on time delivery.

Which carrier do you use?

Tennessee Rand prefers UPS carrier.

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5 - CERTIFICATION REFERENCES

Supplier Survey

Number of certificate(s)

Type of Certificate(s)

Expiration date(s)

Date Certified Norm was last audited

Activities having received certification

If they are not certified, is certification underway? Yes No

6 - QUALITY CONTROL PROCEDURES

Do you have instructions explaining exactly how the procedures work? Yes No N/A

Is the quality control manual accessible to all concerned employees? Yes No N/A

Are the maintenance and monitoring responsibilities of the quality control procedures clearly defined? Yes No N/A

7 - COMPUTER RECORDS

Do you have a data filing system for all information concerning commercial transactions and quality-related documents? Yes No N/A

For how long are these records kept?

Are records kept for each client, each supplier and each delivery? Yes No N/A

Do you have a data filing system for all documents, analytical reports and test relative to merchandise delivered to clients? Yes No N/A

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8 - AUDITS & EVALUATION

Supplier Survey

Is there a third party or in-house auditing program evaluation the efficiency of quality control procedures utilized? Yes No N/A

Is there a designated and qualified person in charge of administering the audits and the corrective/preventive measures? Yes No N/A

Does Tennessee Rand have access to perform a site audit at your facility? Yes No N/A

9 - QUALITY PLANNING

Do you have specific quality directives for certain customers? Yes No N/A

Are special means implemented for satisfying these directives? Yes No N/A

10 - YOUR COMMENTS & REMARKS

Please check your form before submitting
Verify that you able to provide all the required documents by
fax:
423-664-7264

FOR ANY QUESTIONS CONCERNING THIS FORM AND ITS CONTENTS, PLEASE CONTACT:

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