

OEPL, Bangalore
Vendor Evaluation Sheet

Company Name: M/s

Date of Visit:

SI #	Description	Yes/No	Remarks
1.	Whether the vendor is registered under MCA, GOI? Registration details.		
2.	Whether the vendor is MSME/SSI/Large scale industry?		
3.	Whether the vendor is affiliated with any professional body like FICCI/ASSOCHAM/, etc? Details		
4.	Whether the vendor is ISO certified? Details		
5.	Number of employees (skilled, semi-skilled, contractual)? Details		
6.	Last three FY years delivery history? Details		
7.	Details on machines available with Make, Year of purchase, calibration details (if any)?		
8.	Details on In-house inventory control system?		
9.	Whether separate place identified for storage of materials received from different customers?		
10.	Quality control (QC) system in practice? Details		
11.	Metrology facility with equipment details? Calibration details if any?		
12.	Any in-line inspection is available? Details		
13.	Dimensional inspection recording methods/Non-conformance documentation? Details		
14.	Any NDT (X-Ray, UT, eddy current, etc) facility? Details		

Signature with date

OEPL Person
Vendor side

Signature with date