SUPPLIER SELF-INFORMATION

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *General data* | | | | | | | | | | | | | | | | | | | | |
| Company | | |  | | | | | | | | | | | | | | | | | |
| Address | | |  | | | | | | | | | | | | | | | | | |
| VAT number | | |  | | | | | | | | | | | | | | | | | |
| Founding year/ | | |  | | | | | | | | | | | | | | | | | |
| Ownership structure | | |  | | | | | | | | | | | | | | | | | |
| Subsidiaries | | |  | | | | | | | | | | | | | | | | | |
| **Organisation** | | | | | | | | | | | | | | | | | | | | |
|  | | Name | | | | | Phone | | | | | | | | E-mail | | | | | |
| Managing director | |  | | | | |  | | | | | | | |  | | | | | |
| Sales manager | |  | | | | |  | | | | | | | |  | | | | | |
| Contact R&D | |  | | | | |  | | | | | | | |  | | | | | |
| Quality manager | |  | | | | |  | | | | | | | |  | | | | | |
| Purchasing | |  | | | | |  | | | | | | | |  | | | | | |
| Contact for F&R | |  | | | | |  | | | | | | | |  | | | | | |
|  | | 2015 | | | | | | 2016 | | | | | | 2017 | | | | | |
| Employees | |  | | | | | |  | | | | | |  | | | | | |
| Office worker | |  | | | | | |  | | | | | |  | | | | | |
| Workman | |  | | | | | |  | | | | | |  | | | | | |
| **Company development** | | | | | | | | | | | | | | | | | | | |
|  | 2015 | | | | | | | 2016 | | | | | | 2017 | | | | | |
| Turnover (€) |  | | | | | | |  | | | | | |  | | | | | |
| Profit (€) |  | | | | | | |  | | | | | |  | | | | | |
| Export in % |  | | | | | | |  | | | | | |  | | | | | |
| **Business activities** | | | | | | | | | | | | | | | | | | | |
| Products | | | | | |  | | | | | | | | | | | | | |
| R&D- Assembling- and Production–Know how | | | | | | | | | | | | | | | | | |
| Do you have the possibility of performing your own development based on a specification sheet? | | | | | | | | | | | | Yes | | | | No | | | |
| Do you have the possibility of construction activities? | | | | | | | | | | | | Yes | | | | No | | | |
| For what type of production is your production plant designed? | | | | | | | | | | | | | | | | | |
| Single production | | | | | | Yes | | | | | No | | | | | | | | |
| Series production | | | | | | Yes | | | | | No | | | | | | | | |
| Assembling | | | | | | Yes | | | | | No | | | | | | | | |
| What countries do you have installation services provided / delivered? | | | | | |  | | | | | | | | | | | | | |
| R&D | | | | | | Yes | | | | | No | | | | | | | | |
| Is your list of machinery enclosed? | | | | | | Yes | | | | | No | | | | | | | | |
| What design-software do you have in use? | | | | | |  | | | | | | | | | | | | | |
| Do you use a ERP-System? | | | | | | Yes | | | | No | | | | | | | | | |
| If yes, which kind? | | | | | |  | | | | | | | | | | | | | |
| References/ examples | | | | | |  | | | | | | | | | | | | | |
| **Logistic and material flow** | | | | | | | | | | | | | | | | | | |
| How long is the delivery time of our requested products? | | | | | | | | |  | | | | | | | | | |
| Do you have experience with delivery systems? (JIT, JIS?) | | | | | | | | | Yes | | | | No | | | | | |
| **Quality management system** | | | | | | | | | | | | | | | | | | |
| Does your company have a formal quality system? (e.g. QA-Manual) | | | | | | | | | | | | | Yes | | | | No | |
| Does your QA System correspond with official standards?  (e.g. ISO 9001, ISO14000, ISO18000, DGNB, LEED®, BREEAM®, MINERGIE®) | | | | | | | | | | | | | Yes | | | | No | |
| If yes, which kind? | | | | |  | | | | | | | | | | | | | |
| **Do you carry out the following inspections?** | | | | | | | | | | | | | | | | | | |
| Incoming inspection | | | | | Yes | | | | | | | | No | | | | | |
| In-process inspection | | | | | Yes | | | | | | | | No | | | | | |
| Final inspection | | | | | Yes | | | | | | | | No | | | | | |
| Traceability | | | | | Yes | | | | | | | | No | | | | | |
| List of test equipment and methods? | | | |  | | | | | | | | | | | | | | | |
| Have you already certified products? (eg. CE, UL etc.) | | | |  | | | | | | | | | | | | | | | |
| If yes, according which standards? | | | |  | | | | | | | | | | | | | | | |
| Comments | | | |  | | | | | | | | | | | | | | | |
| Completed by/ title | | | |  | | | | | | | | | | | | | | | |
| Date | | | | DATE | | | | | | | | | | | | | | | |