



POTENTIAL SUPPLIER FORM

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 For a full evaluation, it is essential that all information are complete and accurate.
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 make requests for offers, but it represents a preliminary step to both.

1. GENERAL INFORMATION

1.1 Company Name

--

Headquarter Address

--

Zip code

--

Country

--

Telephone nr

--

Fax nr

--

E-mail address

--

Web Site URL

--

1.2 Company Profile

Legal Form

--

Year of foundation

--

Major Shareholder(s) / Owner

--

Subsidiaries

--

1.3 Contacts

Function

Owner

C.E.O. - Managing Director

General Manager

R&D Manager

Logistic Manager

Operations Manager

Quality Manager

Sales Manager

Name	Phone nr	E-mail	Spoken Languages

1.4 Number of Employees

Year

2004	2005	2006	2007	2008
------	------	------	------	------

Research & Development

--	--	--	--	--

Tool Shop

--	--	--	--	--

Production

--	--	--	--	--

Quality

--	--	--	--	--

Overhead

--	--	--	--	--

Total

--	--	--	--	--



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2. COMPANY INFORMATION

2.1 Finance

Year	2004	2005	2006	2007	2008 (Bgt)
Total Sales Turnover (Euro)					
Domestic					
Europe					
NAFTA					
APAC					
Mercosul					

2.2 Sales in the Automotive Industry

Year	2004	2005	2006	2007	2008 (Bgt)
Car Makers					
Tier 1					
Tier 2					

2.3 Main Customers

	Name	Country	Supplied Product
1)			
2)			
3)			
4)			
5)			

2.4 Automotive Customers

	Name	Country	Supplied Product
1)			
2)			
3)			
4)			
5)			



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3. GENERAL PRODUCT INFORMATION

3.1 Skills and Activities for each of main Products

Product Name	Activities							
	M = Made in house				O = outsourced			
	design	development	prototyping	tooling	production	assembly	testing	logistic
Number of staff								

3.2 Location of Main Production Facilities

	Product/Activity	Location	Country	Employees	Last turnover € ('000)
Production Site 1					
Production Site 2					
Production Site 3					

3.3 Supplier Base (mention main supplied component / material by each one)

Component / Material	Supplier Name	Country	% of purchasing TO

3.4 ITC Equipment

CAD Software (Catia, UG, Pro-E)
 CAD Exchange Format (Stp, Iges, Dwg, Dxf)
 ERP System (SAP, Oracle)
 EDI (Edifact, Odette, VDA)



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4. INFORMATION RELATED TO THE CONCERNED PRODUCT

4.1 Working Schedule

Days per Week
 Shifts per Day
 Hours per Shift
 Flexibility *

* prior notice for additional shifts

4.2 Manufacturing Direct Labour rate

Labour Cost Euro/Hour

--

4.3 Production flexibility

Maximum output capacity per month
 Actual output capacity per month
 Minimum production run
 Minimum order quantity
 Minimum delivery quantity

	pieces
	% of max
	pieces
	pieces
	pieces

4.4 Sales results for the 3 best-sold products

Year		2004	2005	2006	2007	2008
Product 1	Pieces					
	Euro ('000)					
Product 2	Pieces					
	Euro ('000)					
Product 3	Pieces					
	Euro ('000)					

4.5 Lead Time

Design and Development (from concept to Prototype)
 Molds/Tooling Manufacturing (from approved prototype to 1st parts off mass production tool)
 Homologation and PPAP file
 Delivery of first mass production batch (since approval by the Customer)

	weeks
	weeks
	weeks
	weeks

4.6 R&D Capabilities

Reverse Engineering
 Rapid Prototyping
 APQP Procedures

Yes	No



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5. QUALITY

5.1 Quality Management Certifications

ISO 9001
 ISO TS 16949
 Production Process Approval (VDA 6.1, Anfia) *
 Others (eg: UL, IPC) *

Date of certification	Certifying Institute

* Please specify

5.2 Quality Assurance

Do You use a "Failure Mode and Effects Analysis" method (FMEA)?
 Do You apply any "Problem Solving" method (8D, Ishikawa, PDCA)?
 Do you have a Statistical Process Control?
 Do You apply a Traceability method (Bar Code, RFID)?
 Do You apply FIFO (First-In First-Out) to your stock ?

Yes	No

5.3 Quality Data

P.P.M. Internal Target
 Actual internal failure rate
 P.P.M. Target from Customers
 Actual failure rate to Customers

6. ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)

6.1 EMS System awards obtained

ISO 14001
 EMAS
 Others / please specify

Date of certification	Certifying Institute

6.2 Hazardous Substance/Material

Are You familiar with all latest Normatives and Regulations ?
 Are you familiar with material data safety sheets ?
 Do You use International Material Data Systems ?

Yes	No

7. ATTACHED DOCUMENTS (please tick in *.pdf format)

Company Profile Organization Chart Machines List
 Profit and Loss Quality Certificate Testing Equipment List
 Income Statement Audit results Production flow chart

NOTES

DATE

CHOP & SIGNATURE



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