

Subcontractors Questionnaire

(for all new suppliers of the company ISMM)



Professionals in Cooperation ✓

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ISMM Production & Business Cooperation s.r.o.

Validity: 1. 9. 2017

1. Basic suppliers information

Company name:		Tel.:	
Address:		Fax:	
Managing Director:		Tel.:	
Business Manager:		Tel.:	
www:		E-mail:	
Are there permanent establishments (detached places) or temporary workplaces? (state the number and the number of employees)			
Contact person for Inquiries and RFQ's:			
Tel.:	Fax:	E-mail:	
Contact person for Purchase orders:			
Tel.:	Fax:	E-mail:	
Contact person for Quality Assurance:			
Tel.:	Fax:	E-mail:	

2. Commercial data

The date of establishment:		Average rate per labour hour:	-
Number of employees last year / actual year:		Manufacturing capacity available:	-
Turnover last year / prediction for this year:		Certificates (ISO, ...)	
Export share (in %):		Foreign languages:	
Banking connections:		IN/VAT number:	
Payment Terms - Acceptance of 45-days terms (yes/no)		Could you send a customer reference list?	

3. Is your company able to proces the following materials (yes/no)

Materials	yes / no	Materials	yes / no
Stainless steel		Aluminum	
Commercial steel		Non-ferrous metals	
Cast iron		Plastic	



4. Technology equipment in your own plant

Code	x	Specification	Code	x	Specification
1.		CUTTING MATERIAL	1.4		plasma
1.1		laser	1.5		sawmill
1.2		oxygen	1.6		mechanical cutters
1.3		water jet	1.7		others:
2.		MATERIAL PROCESSING	2.4		CNC machines
2.1		cutting out	2.5		tube bending
2.2		pitching	2.6		others:
2.3		mechanical cutting			
3.		MACHINING	3.2.4		<i>milling operation central machine</i>
3.1		turning work	3.3		grinding operation
3.1.1		<i>turning work – conventional</i>	3.3.1		flat grinding
3.1.2		<i>turning work – CNC (NC)</i>	3.3.2		round grinding
3.1.3		<i>turning work – automatic</i>	3.4		finish planing
3.1.4		<i>turning work central machines</i>	3.5		elongation
3.2		milling operation	3.6		rolling
3.2.1		<i>milling job – conventional</i>	3.6.1		<i>cogwheels</i>
3.2.2		<i>milling job – CNC (NC)</i>	3.6.2		<i>screw threading</i>
3.2.3		<i>milling job – horizontal</i>	3.7		others:
4.		WELDING	4.5		others:
4.1		small weldments (up to 1 ton)	4.6		welding certificates:
4.2		tooling	4.6.1		<i>welding tests:</i>
4.3		big weldments (over 1 ton)	4.6.2		<i>DIN (spec.):</i>
4.4		mechanical design	4.6.3		<i>others:</i>
5.		PRESSING	5.3		eccentrics
5.1		high tonnage pressing	5.4		others:
5.2		hydraulic			



6.		SURFACE TREATMENT	6.6		finish paint spraying
Code	x	Specification	Code	x	Specification
6.1		dipping	6.7		galvanizing
6.2		powder coating	6.8		hot-dip galvanizing
6.3		pickling	6.9		chroming
6.4		degreasing	6.10		KTL:
6.5		shot blasting	6.11		others:
7.		MANIPULATION TECHNIQ	7.2		fork lift
7.1		crane	7.3		others:
8.	COOPERATION OPTIONS				
8.1	What processes do you offer within the framework of cooperation?		What are your strengths within your framework of cooperation?		
9.	PARTICIPATION IN NEW PROJECTS				yes / no
9.1	Are you willing to participate in technological developments of new projects?				

5. Quality management

Quality control	yes / no		yes / no
Input quality control		Do you use measuring tools?	
Output quality control		If yes – which one:	
Do you have a quality assurance manual?		Do you provide a standard output inspection documentation?	

6. Logistics

Transport options	yes / no	Number of trucks		yes / no
Own truck transport			External logistics provider	
The standard requirement is the DAP price (including transport cost) to the production plant:				
Delivery options	yes / no		yes / no	yes / no
dsaily		weekly		Just In Time



7. By the end

I hereby confirm the accuracy of the above information.			Do you agree with the suppliers audit?			yes / no	
In		Date:		Completed by		Tel.:	

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Thank you for your filling out the questionnaire!!!



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