

STRATEGIC PROCUREMENT

Supplier Questionnaire – Coating - Hardening

Date: _____

Author: _____

Please tick: Own initiative
 Application on demand of STIWA

Name: _____

1. General Information

Company Name: _____
 Address: _____
 Sector: _____
 Phone: _____
 Email: _____
 Website _____

Currency: _____

Annual turnover over the past three years: _____

Investment volume over the past three years: _____

Product liability insurance for the countries amounting to: _____

Bank Name: _____
 Address: _____
 IBAN No.: _____
 SWIFT/B/BIC Code: _____
 Clearing No: _____
 V.A.T No: _____

Does your company operate out of more than one location? Yes - Continue with 2.
 No – Continue with 3.

On Markets (in %)	National:	Europe:	Overseas:
Own market share / Market Share of Important Competitors		Branch	Market Share (in %)

2. Global Location (please state number of employees)

Method of Production		
Process	Production Site	Development Site

Company	Engineering	Production	Procurement	Sales	Service	Total

3. Contacts

	Management Board	Sales	Development
Name			
Phone			
E-Mail			
Negotiation Language			
No. of Employees			

	Production	Quality	Logistics
Name			
Phone			
E-Mail			
Negotiation Language			
No. of Employees			

Total Number of Employees

3.1 Clients

Clients Automotive- & Supply Industry	Country	Portion of Turnover (in %)

4. Customer Audits

Customer	Audit Type (System / Process / Product)	Score (Percentage)	Rating

4.1 Patents

Does your company have own patents

Yes – Continue with a)

No – Continue with 5.

a) If yes, for which products or processes?

5. Capabilities

5.1 What are your core competences?

5.2 Electro-plating

<input type="checkbox"/> Electroless Nickel	<input type="checkbox"/> Electroless Nickel Dispersions → Type?	<input type="checkbox"/> Electroless Black Nickel	<input type="checkbox"/> Galvanic Nickel	<input type="checkbox"/> Passivating	<input type="checkbox"/> Hard Chromium	<input type="checkbox"/> Galvanic Zinc	<input type="checkbox"/> Phosphating	<input type="checkbox"/> Chrome-plating	<input type="checkbox"/> Electro Polishing	Other/s:
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5.3 Conversion Layers

<input type="checkbox"/> Anodizing (colorless & colored)	<input type="checkbox"/> Hard Anodizing	<input type="checkbox"/> Hard Anodizing with PTFE Impregnation	<input type="checkbox"/> Impregnation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other/s:
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5.3.1 According to which Specification?

- MIL-Spec. EN-Spec. Other/s:
 AMS-Spec.

5.4 Process, Technology

- Tampon Other/s:
 Rack
 Drum

5.5 Coating

- Powder Coating Other Varnished Other/s:
 Lubricant Varnish Cathode Dip Coating

5.6 Heat Treatment

5.6.1 Thermic Processes

- Annealing Tempering Other/s:
 Hardening Quenching & Tempering

5.6.2 Thermo-chemical Processes

- Case Hardening Carbo Nitriding Other/s:
 Nitro Carbonizing Nitriding & Oxidizing

5.7 Pretreatment / After Treatment

- Etching Selective Coating/
 Cleaning Masking Other/s:

5.8 Metrology

<input type="checkbox"/> Coat Thickness	<input type="checkbox"/> Hardness	<input type="checkbox"/> Roughness	<input type="checkbox"/> Salt Spray Test	<input type="checkbox"/> Layer Adhesion	<input type="checkbox"/> Friction Value	<input type="checkbox"/> Thermal Conductivity	<input type="checkbox"/> Colour	Others:
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6. Quality and Environmental Management

6.1 Does your company have quality and environmental management system?

Yes

Which one?

- ISO 9001:20XX
- IATF16949:20XX
- ISO 14001:20XX
- OHSAS 18001:20XX
- Others

Which one/s?

No

Do you plan any certification?

- No
- Yes

Which one/s?

When?

Are all processes that are pertinent to your customers described and implemented throughout your company?

- No
- Yes

Which one/s?

6.2 Which labor equipment is available (CMM, Optical measuring instruments, leakage tests, cleanliness analysis, X-Ray, Compression Test, ...)

Labor equipment	Type/ manufacturer	Measuring accuracy

6.4 Have you installed a Continuous Improvement Process (CIP)?

Yes No

6.5 Do you apply statistical process control (SPC) in your production?

Yes No

6.6 Do you perform process FMEA?

Yes No

6.7 Have you defined and implemented a process to manage and control non-conforming products?

Yes No

6.8 Do you calibrate your test equipment and do you monitor this regularly?

Yes No

6.9 Can you perform first article inspection (FAIs)?

Yes No

6.10 Do you record and archive test results (if required) to ensure evidentiary documentation?

Yes No

6.11 Do you mark non-conforming parts and control them as required, e.g. through separate storage?

Yes No

7. Procurement / Logistics

- 7.1 Do you select your suppliers based on clearly defined processes and transparent criteria? Yes No
- 7.2 Do you include quality and environmental management requirements in your orders to your suppliers? Yes No
- 7.3 Do you do initial calculation for country of origin for your goods? Yes No
- 7.4 Do you deliver goods with confirmation of preferential origin? Yes No
- 7.5 How do you confirm preferential origin of goods? Yes No
- Declaration of country of origin (COO) directly on the invoice as “Authorized exporter” with unlimited value Yes No
 - Declaration of country of origin directly on the invoice with limited value as “not authorized exporter” Yes No
 - Movement certificate (EUR1) Yes No
 - Any other certification to declare country of origin such as (from A, ATR, ...) Yes No
- 7.6 Do you apply logistics concepts such as Kanban, JIT, or such when working with you customers and/ or suppliers? Yes No
- 7.7 Do you have special work instructions for handling delicate products? Yes No
- 7.8 Do you measure, evaluate and communicate supplier performance (delivery On Time/ In Full (OTIF), Supplier Score Card)? Yes No

8. Production Process

- 8.1 Are production processes monitored and continuously improved in a suitable manner? Yes No
- 8.2 Are identified deviations and customer complaints analysed, and are corrective measures defined and implemented? Yes No
- 8.3 Are production processes / technologies subject to capability checks and qualification? Yes No
- 8.4 Have you implemented processes for the marking and traceability of your products? Yes No
- 8.5 Are you processing carbon steel and/or nonferrous metal, particularly copper or copper alloys? Yes No
- 8.6 Are you processing different materials with same tools and/ or machines? Yes No
- 8.7 Are there actions in place to avoid any cross-contamination (even particles e.g. with tools or liquid media) by carbon steel and/ or nonferrous material? Yes No
- 8.8 Are all required tests, checks and inspections planned and performed (incoming goods, production, shipping)? Yes No
- 8.9 Do you perform first article/ last article tests as well as tests during the production process? Yes No
- 8.10 Have you installed preventive maintenance for your equipment, machines and plants? Yes No

