

Suppliers Questionnaire

1. General information about the company:

Company name and address:

Bunzl customer number:

Internet Homepage:

Business proprietor:

Are you manufacturer, trader, other ...?

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Description of your branch of business:

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Please supply us with some references:

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Number of employees:

Last annual turnover:

Production capacity:

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Finished products-Storage capacity:

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Which are your main products?

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Suppliers Questionnaire

2. Contacts

Management:

Name:		
Position:		
Tel. office:		
Tel. home office:		
Mobile:		
Fax:		
E-Mail:		

Sales management:

Name:		
Position:		
Tel. office:		
Tel. home office:		
Mobile:		
Fax:		
E-Mail:		

Field sales:

Name:		
Position:		
Tel. office:		
Tel. home office:		
Mobile:		
Fax:		
E-Mail:		

Inside sales:

Name:		
Position:		
Tel. office:		
Tel. home office:		
Mobile:		
Fax:		
E-Mail:		

Other:

Name:		
Position:		
Tel. office:		
Tel. home office:		
Mobile:		
Fax:		
E-Mail:		

Other:

Name:		
Position:		
Tel. office:		
Tel. home office:		
Mobile:		
Fax:		
E-Mail:		

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3. Quality and environmental management

Do you have a certified *quality management system*?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If so, which system?

If not, are you planning to implement a *quality management system*?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

Do you have a certified *environmental management system*?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If so, which system?

If not, are you planning to implement an *environmental management system*?

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

What do you do about sustainability? (Certificates, awards, engagement)

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4. Agreements

Terms of delivery:

Terms of payment:

Discount agreements:

Invoicing party:

5. Packing / Transport / Logistics

Packing:

Particularities?

Transport:

Particularities?

What is your lead time?

Suppliers Questionnaire

6. Other

What is the difference between your company and your most important competitor?

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Are there company/works holidays in your company?

If so, when?

7. Enclosures

Please add the following documents to this questionnaire:

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Current annual report |
| <input type="checkbox"/> | Current company brochure |
| <input type="checkbox"/> | Delivery program |
| <input type="checkbox"/> | CD with image data of your catalogue |
| <input type="checkbox"/> | Certificate of quality/environment - Tradeable permit (if available) |
| <input type="checkbox"/> | Environmental reports (if available) |

Place/Date:

Stamp/Signature:

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