

## VENDOR EVALUATION QUESTIONNAIRE

Please return the completed questionnaire form as soon as possible.  
 All information will remain confidential and assist PGC in the evaluation and selection of vendors.

VENDOR NAME: _____	DATE: _____
ADDRESS: _____	PHONE: _____
CITY/STATE: _____	ZIP CODE: _____
NAME OF QA/QC DEPT. HEAD: _____	TITLE: _____
NO. PRODUCTION EMPLOYEES: _____	NO. INSPECTORS _____
	NO. Q.C. STAFF _____

**1. LIST PRINCIPAL CUSTOMERS THAT YOU HAVE SUPPLIED MATERIAL SIMILAR TO PGC's REQUIREMENTS IN THE PAST TWO YEARS**

NAME	ADDRESS	DATE

**2. LIST COMPANIES AND/OR GOVERNMENT AGENCIES WHICH HAVE SURVEYED AND APPROVED YOUR FACILITIES IN THE PAST TWO YEARS**

NAME	ADDRESS	DATE

**3. ARE YOU QUALIFIED PRESENTLY TO:**

MIL-Q-9858A \_\_\_\_\_ MIL-I-45208A \_\_\_\_\_

**4. CHECK SPECIAL PROCESSES WHICH YOU ARE QUALIFIED FOR:**

MAG. PARTICLE \_\_\_\_\_ ULTRASONIC \_\_\_\_\_ DYE PENETRANT \_\_\_\_\_ HEAT TREATING \_\_\_\_\_  
 PLATING \_\_\_\_\_ OTHER (SPECIFY) \_\_\_\_\_

PRODUCTS / SERVICES WHICH YOU PROVIDE:


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PLEASE ANSWER THE FOLLOWING BY CHECKING THE APPROPRIATE COLUMN		YES	NO
5. DO YOU HAVE AN UP-DATED Q.C. MANUAL?			
6. DO YOU HAVE WRITTEN INSPECTION PROCEDURES?			
7. ARE SHOP ORDER FORMS OR ROUTING SHEETS USED?			
8. DO SHOP TRAVELERS, IF USED, PROVIDE PRODUCTION SEQUENCE?			
9. ARE INSPECTION POINTS LISTED AND INSPECTIONS RECORDED?			
10. INSPECTION DEPT. REPORTS TO:			
		YES	NO
11. DOES QUALITY CONTROL PERFORM FIRST PIECE INSPECTION?			
12. DOES QUALITY CONTROL PERFORM IN-PROCESS INSPECTION?			
13. DOES QUALITY CONTROL PERFORM FINAL INSPECTION?			
14. DOES QUALITY CONTROL PERFORM SHIPPING INSPECTION?			
15. DO YOU HAVE A GAGE AND/OR TEST EQUIPMENT CALIBRATION SYSTEM?			
16. IS IT IN ACCORDANCE WITH ANSI 2540 / ISO 10012-1?			
17. ARE MASTERS TRACEABLE TO N.I.S.T.?			
18. ARE RECORDS OF CALIBRATION MAINTAINED?			
19. ARE UP-DATED DRAWINGS USED BY INSPECTION?			
20. IS THERE DRAWING CHANGE NOTICE CONTROL IN EFFECT?			
21. DO YOU INSPECT ALL MATERIAL RECEIVED FROM YOUR VENDORS?			
22. IS NON-CONFORMING MATERIAL ADEQUATELY SEPARATED AND IDENTIFIED FROM ACCEPTABLE MATERIAL?			
23. DO YOU HAVE A QUALIFIED VENDORS LIST?			
24. ARE INSPECTION RECORDS FILED AND AVAILABLE FOR CUSTOMERS REVIEW?			
25. ARE INSPECTION RECORDS IDENTIFIABLE TO SPECIFIC JOB LOTS?			
26. IS ALL REJECTED MATERIAL AND PARTS IDENTIFIED BY QUANTITY AND REASON FOR REJECTION?			
27. IS SUCH MATERIAL PLACED ON HOLD UNTIL DISPOSITIONED BY Q.C.?			
28. IS THERE SCRAP MATERIAL DISPOSITION PROCEDURES ISSUED?			
29. DO YOU HAVE RESIDENT GOVERNMENT INSPECTION?			
30. DOES Q.C. REVIEW PURCHASE PRDERS?			
31. ARE YOU ABLE TO PROVIDE CERTIFICATION AS REQUIRED BY P.O.?			
32. DO YOU HAVE A MATERIAL REVIEW BOARD TO DISPOSITION DISCREPANT MATERIAL?			
33. REMARKS, (COMMENT AS NECESSARY) ATTACH SPECIFIC QCP FORMS AND ADDITIONAL REPORT AS REQUIRED			
THIS QUESTIONNAIRE HAS BEEN ACCURATELY COMPLETED TO THE BEST OF MY KNOWLEDGE			
_____ VENDOR SIGNATURE		_____ TITLE	_____ DATE
_____ PGC SIGNATURE			