



**SUPPLIER INFORMATION  
QUESTIONNAIRE**

**(NOTE: Information furnished will be held confidential within Tribar Manufacturing)**

1. Candidate Supplier Name: \_\_\_\_\_  
Subsidiary or Division of: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

2. **KEY PERSONNEL**

<b>INDIVIDUAL'S NAME</b>	<b>TITLE</b>
_____	_____
_____	_____
_____	_____

3. Please supply or identify your After Hours Contact including weekends and holidays:  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: \_\_\_\_\_

4. Is your company a manufacturer or distributor? \_\_\_\_\_

5. Do you have design and development capabilities including project management?

6. Name of Sales Representative or Agency: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Work Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

7. Primary Products, Product Lines: \_\_\_\_\_  
\_\_\_\_\_

8. Major customers (Minimum of 2): \_\_\_\_\_

9. Are you a supplier to the automotive industry? \_\_\_\_\_  
Name of automotive customers: \_\_\_\_\_  
\_\_\_\_\_

10. Have you been surveyed by Ford, GM, Chrysler, other automotive companies? \_\_\_\_\_  
(Specify which, rating, and date of last survey)  
Company: \_\_\_\_\_  
Rating: \_\_\_\_\_  
Date: \_\_\_\_\_



## SUPPLIER INFORMATION QUESTIONNAIRE

11. Are you currently ISO Standard registered? \_\_\_\_\_  
ISO 9001:2015 \_\_\_\_\_ / ISO:14001:2015 \_\_\_\_\_  
Registrar: \_\_\_\_\_  
Date Registered: \_\_\_\_\_  
Please submit a copy of your certification.
12. Are you IATF16949 registered? \_\_\_\_\_  
Registrar: \_\_\_\_\_ Date Registered: \_\_\_\_\_  
Are you pursuing third party registration? \_\_\_\_\_ What is your estimated date of registration? \_\_\_\_\_ Please submit a copy of your certification.
13. Do you have any active Minority Certifications? Please list if Yes.  
\_\_\_\_\_  
\_\_\_\_\_
14. Number of Employees: \_\_\_\_\_ Hourly: \_\_\_\_\_ Salary: \_\_\_\_\_
15. Union or Non-union? \_\_\_\_\_ Represented by: \_\_\_\_\_  
Contract Expiration Date: \_\_\_\_\_
16. Year Company Established: \_\_\_\_\_ Facility Square Footage: \_\_\_\_\_  
Office: \_\_\_\_\_ Manufacturing: \_\_\_\_\_ Year Facility Built: \_\_\_\_\_  
What is your company's overall capacity. \_\_\_\_\_
17. List special processes and/or environmentally controlled areas available in your plant:  
(i.e.: clean rooms, welding, plating, heat treatment, etc.)  
\_\_\_\_\_  
\_\_\_\_\_
18. Since 2010, Legislature was passed to reveal use of Conflict Materials (Gold, Tin, Tantalum, Tungsten, the derivations of Cassiterite, Tantalite, and Wolframite). Are any of these used in your processes? \_\_\_\_\_ If yes, please identify which materials and processes and explain the use:  
\_\_\_\_\_  
\_\_\_\_\_
19. Please submit equipment and machinery listing on a separate document:  
Included: \_\_\_\_\_ Not included: \_\_\_\_\_
20. Please submit a listing of any laboratory equipment on a separate document:  
Included: \_\_\_\_\_ Not included: \_\_\_\_\_
21. Is your laboratory certified? \_\_\_\_\_ Name of certifying agency: \_\_\_\_\_
22. How is your Change Management process developed?
23. What is your Logistics process based on?
24. How is your customer service process flow developed?



**SUPPLIER INFORMATION  
QUESTIONNAIRE**

25. Please submit a copy of the Company’s organizational chart and include the names of individuals holding Management and Quality Assurance positions on the charts:  
Included: \_\_\_\_\_ Not included: \_\_\_\_\_

26. Please provide annual sales for previous fiscal year and volume of automotive business (absolute and as a % of total business).\_\_\_\_\_

27. Please provide your business continuity planning (e.g., disaster preparedness, contingency planning).

28. All Suppliers are Mandated to have read our full terms and conditions listed on our web site (tribarmfg.com). Please sign below and also sign the Tribar Manufacturing signature page found in the supplier portal and submit as attachment.

COMPLETED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_



## SUPPLIER INFORMATION QUESTIONNAIRE

<b>Date:</b>	<b>Rev: #</b>	<b>Reason for Change</b>	<b>Approver</b>
03/22/10	00	Rel.	CB/CL
04/08/13	01	Added Conflict Materials, After hours	CL
04/23/14	02	New Tribar logo to the Header, text in items 17 and 22, changes to items 3, 5, and the confidentiality note at the top of the first page	CL
06/06/17	03	Added fiscal sales year	JB
07-05-17	04	Updated ISO	SC
04-26-18	05	Added capacity Added ISO current	SC