

[organization name]

### Appendix 1 – Checklist for Evaluation of Suppliers

No.	Supplier	Type of Supplier	SQ	P	SR	TP	QMS	Total	Rank

**Commented [134851]:** If organization uses electronic databases, then this Appendix is not needed, and data listed here can be stored in database.

**Commented [134852]:** Rank is:  
1. 1000  
2. 900  
3. 800  
4. 700  
5. 600

**Legend:**

Weight	Criteria	Range of Points
100	Payment Quality	From 10 to 100
10	Price	From 10 to 100
100	Supplier Reliability	From 10 to 100
10	Terms of Payment	From 10 to 100
1000	Quality Management System	From 10 to 100

[job title]  
[name]

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